

SNP Administrative Review Findings**Clinton Central School Corp (1150)****Program Year 2020****Clinton Central School Corp (1150)**

725 North State Rd 29
Michigantown, IN 46057-0118

Food Service Contact

Mrs. Becky L McQuinn
Food Service Director
(765) 249-0202

Executive Contact

Mr. Allen Remaly
Superintendent
(765) 249-2515

No. of Sites / Reviewed: 2 / 1
Month of Review: January 2020

Commendations

- * The SFA was very prepared for the administrative review and crediting documents for the week of review were very well organized. The SFA and kitchen manager were very open to any and all suggestions to help increase meal participation for their programs.

Certification and Benefit Issuance - Clinton Central School Corp (1150)**127. Correct income eligibility guidelines used to certify applications****Finding 9000: Household Size on Income Application**

During a review of income applications, several applications indicated the incorrect household number as compared to the names listed on the application. The SFA must verify the household size listed matches the number of names listed for children and adults. If there is a discrepancy, the SFA will contact the household before determining household eligibility.

Corrective Action:

The SFA was able to contact all households in question and gather the needed information. No eligibility changes were necessary as a result of the information gathered. No further action required.

Technical Assistance:

The SFA was provided technical assistance on-site.

128. Correct conversion factors used for applications with more than one income frequency**Finding 9019: Incorrect conversion factors used when processing applications**

For applications that indicate only one income frequency, the SFA should not convert income to yearly. Income should only be converted to yearly when more than one frequency is listed on the application.

Corrective Action:

When processing applications and only one income frequency is listed, the SFA will process the application using that frequency. No further action required.

General Program Compliance - Clinton Central School Corp (1150)**810. The USDA non-discrimination statement is on appropriate Program materials****Finding 9000: Incorrect Non-Discrimination Statement on Program Materials**

The incorrect short version non-discrimination statement is used on breakfast/lunch menu and after school snack program menu.

Corrective Action:

The SFA has corrected the non-discrimination statement. The correct short version will be included on all future program materials. No further action required.

SNP Administrative Review Findings

Clinton Central School Corp (1150)

Program Year 2020

**Clinton Central Elementary School
(0961)**
725 North State Rd 29
Michigantown, IN 46057-0118

Food Service Contact
Mrs. Tina Crum
Elementary Food Manager
(765) 249-2244

Month of Review: January 2020

Date of Onsite Review: February 25, 2020

Meal Components & Quantities - Clinton Central Elementary School (0961)

404. Day of Review- signage explaining the reimbursable meal was posted near/at the beginning of the service line and did not promote water or any other beverage as an alternative to milk

Finding 9055: No signage explaining what constitutes a reimbursable meal at beginning of service line.

As observed on the Day of Review, signage explaining what constitutes a reimbursable breakfast meal is not identified near or at the beginning of the meal service lines.

Corrective Action:

School has placed an order to purchase new breakfast signage explaining what constitutes a reimbursable meal. The signage will be delivered in two weeks and will be placed at the beginning of the serving line immediately. No further action required.

Technical Assistance:

The school was provided technical assistance during the on-site visit.

409. Review Period- all required meal components per weekly meal pattern requirements were offered and served to students

Finding 9075: Production records/supporting documentation indicate weekly meal pattern requirements for the age/grade group(s) not met.

Based on a review of production records and other supporting food crediting documentation for 1 week during the Review Period, January 6-10, 2020, some meals served during the week reviewed did not meet the appropriate daily and weekly meal pattern requirements for the age/grade group(s) being served. Each day, an alternative entrée is served containing 2 MMA and 1 grain. When this entrée is served every day at lunch, the menu is meeting the daily requirement but not the weekly minimum requirement for grains offered.

Corrective Action:

The SFA has added an additional grain item to the alternative entrée offered daily. The alternative entrée now contains 2 MMA and 2 grains. No further action required.

Technical Assistance:

The school was provided technical assistance during the on-site visit.