

**SNP Administrative Review Findings**

**Cornerstone Christian College Preparatory School (K385)**

*Program Year 2019*

**Cornerstone Christian College Preparatory School (K385)**  
3501 Harris Road  
Fort Wayne, IN 46808-1479

**Food Service Contact**  
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Food Service Director  
(260) 471-9639

**Executive Contact**  
Dr. Oscar Underwood  
Superintendent  
(260) 471-9639

No. of Sites / Reviewed: 1 / 1  
Month of Review: September 2018

**Commendations**

- \* Staff were willing and able to make adjustments to meal pattern immediately to be sure they were in compliance.
- \* The kitchen staff were very responsible in keeping things clean and following food safety procedures in regards to hand washing and wearing gloves and hair nets.

**Meal Counting & Claiming - Cornerstone Christian College Preparatory School (K385)**

314. *SFA following approved SFA-SA agreement?*

**Finding 9000: Technical Assistance**

**Technical Assistance:**

Site page needs to be updated to reflect that students pick up breakfast in cafeteria and then take it to their classroom.

**General Program Compliance - Cornerstone Christian College Preparatory School (K385)**

810. *Non-discrimination on appropriate Program materials?*

**Finding 9000: Nondiscrimination statement incorrect**

Sponsor has not updated the short version of the Non-discrimination statement.

**Corrective Action:**

Sponsor will update non-discrimination statement on material sent home to families. A copy of November menu must be emailed to the Field Specialist with the updated version.

**Technical Assistance:**

Discussed with staff the importance of updating language to match what the Federal Government releases publicly,

1007. *On-site observation validate Off-Site Assessment Tool responses to Local School Wellness Policy questions?*

**Finding 9000: Technical Assistance**

**Technical Assistance:**

Discussed with staff the importance of having a student a part of the Wellness Committee

1214. *Validate OFS #1204 - Did the School Nutrition Director meet annual training requirements?*

**Finding 9000: Technical Assistance**

**Technical Assistance:**

Discussed with FSD the importance of documenting all of the training for the remainder of the year.

***Program Year 2019***

1216. *Validate OFS #1206 - Did School Nutrition personnel meet annual training requirements?*

**Finding 9000: Technical Assistance**

**Technical Assistance:**

Discussed with Food Service Director the importance of training staff on Food Safety and Meal Pattern requirements.

***Program Year 2019***

**Cornerstone Christian College  
Preparatory School (A236)**  
3501 Harris Road  
Fort Wayne, IN 46808-1479

**Food Service Contact**  
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(260) 471-9639

Month of Review: September 2018

Date of Onsite Review: October 24, 2018

**Meal Components & Quantities - Cornerstone Christian College Preparatory School (A236)**

*403. DOR - two varieties of milk available, allowable substitutions? Enter data.*

**Finding 9053: Milk variety not offered throughout serving period on Day of Review.**

As observed on the Day of Review, at least two required milk varieties were not available throughout the serving period on all meal service lines. It was noted that milk was being poured onto their cereal. A student must be offered a full 1 cup serving of milk.

**Corrective Action:**

Sponsor is required to offer two types of milk during breakfast. Describe what types of milk will be offered daily. One weeks' worth of breakfast production records must be emailed to Field Specialist.

**Technical Assistance:**

The school was advised and given the opportunity to add another type of milk to meal service line(s) when it was observed that only one type of milk was being offered. Discussed with Food Service Director different options in serving two types of milk for breakfast.

*404. DOR - signage explaining reimbursable meal near/at beginning of service line?*

**Finding 9000: Technical Assistance****Technical Assistance:**

Discussed with FSD and manager that the menu needs to be posted daily for the students.

*409. Review period production records/documentation - required meal components offered, daily/weekly requirements met?  
Enter data.*

**Finding 9000: Insufficient Meal Pattern**

Production records indicate meals were missing lunch bean vegetable sub-group the week of Sept 3 with a total of 111 meals served.

Production records indicate insufficient meat/meat alternate for 9-12 Sept. 13, 20, 27 total of 98 meals served.

Production records indicate insufficient fruit component at breakfast Sept 5, 7, 17, 19, 21, 24, 26 and 28 total 561 meals served.

Production records indicate insufficient daily whole grain rich menu options at breakfast Sept 6, 11, 18, 20, 27 total 453 meals served.

**Corrective Action:**

Meals not meeting meal pattern will be disallowed. Sponsor is required to submit Six Cent Certification documents for both breakfast and lunch for every menu cycle and email to Field Specialist by November 30. The additional six cent funds will be withheld starting the month of October until these documents have been approved.

**Technical Assistance:**

Discussed with FSD and manager that there are daily and weekly requirements. One cup of fruit must be offered daily and one oz. of whole grain rich must be offered daily and 9 oz. of grain must be offered weekly for breakfast. Discussed meal pattern changes for beans being offered weekly. High school students need 2 oz. of meat/meat alternate daily and the beans served may not count as the meat/meat alternate and the bean subgroup. Every week all students K-12 must have 1/2 cup of

**Program Year 2019**

bean vegetable sub group. Discussed that unannounced visits will be made to ensure that meal pattern corrections have been made and are in compliance.

410. Review period menus and production records - Quantities and meal pattern requirements met? Enter data.

**Finding 9000: Technical Assistance****Technical Assistance:**

Discussed with FSD and manager that production records need to document that meal pattern is being met daily and then weekly.

**Dietary Specifications - Cornerstone Christian College Preparatory School (A236)**

603. On-site portion of Dietary Specifications Tool completed, TA, CA required?

**Finding 9083: Technical Assistance or Corrective Action required for Dietary Specifications and/or Nutrient Analysis.**

Prior to the beginning of the on-site portion of the review, off-site activities pertaining to Dietary Specifications and Nutrient Analysis resulted in areas being identified that required technical assistance or corrective action. It was determined that during the review week, that the Belvita grain package did not meet the 1 oz. grain requirement. It was also determined that they did not have 9 oz. of Whole grain rich products offered for the weekly requirement.

**Corrective Action:**

Sponsor increased grain serving for breakfast on the day of review. Documentation that all products meet the creditable 1 oz. grain daily must be sent to the Field Specialist.

**Technical Assistance:**

Technical assistance provided: Discussed with Food Service Director and manager that 1 oz. of creditable whole grains were to be offered daily and 9 oz. for the week. An in depth review of all breakfast grain products was conducted and we found that four products did not meet the 1 oz. daily requirement. Staff are looking into replacing the Belvita grain, Nutrigrain bar, Sausage and biscuit sandwich and Sausage and pancake on a stick.

**General Program Compliance - Cornerstone Christian College Preparatory School (A236)**

1407. SFA written food safety plan implemented?

**Finding 9148: Observations on the Day of Review do not indicate compliance with the SFA's written food safety plan.**

Proper HACCP principles not observed: refrigerator and freezer temperatures not adequately monitored.

**Corrective Action:**

Sponsor is required to document daily the freezer and cooler temperatures. The remainder of October temperature logs must be sent to Field Specialist.

**Technical Assistance:**

Discussed with kitchen staff the importance of checking and documenting the freezer and cooler temperatures daily upon arrival to confirm food is kept in proper temperature zone before meal preparation.

1411. Did any review of products indicate violations of the Buy American provision?

**Finding 9000: Technical Assistance****Technical Assistance:**

Discussed in detail with staff that they need to document the difference in price for USA produce versus Mexico to determine justification for purchasing a product grown outside of US.