

SNP Administrative Review Findings**Crawfordsville Community Schools (5855)****Program Year 2022****Crawfordsville Community Schools (5855)**

1000 Fairview Ave
Crawfordsville, IN 47933-1509

Food Service Contact

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Executive Contact

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No. of Sites / Reviewed: 6 / 2
Month of Review: January 2022

Commendations

- * Two schools were evaluated during the Administrative Review. The elementary school that was reviewed had great staff who showed a genuine interest in the students. They did a nice job of implementing OVS and ensuring each student was aware of their options. Also, at breakfast, the school participated in Breakfast in the Classroom. The teachers had a great understanding of what makes up a reimbursable meal. The high school that was reviewed had a great selection of entrée choices each day and the staff really took pride in preparing the meals.

General Program Compliance - Crawfordsville Community Schools (5855)

1400. *The written food safety plan contains required elements and a copy is available at each school*

Finding 9000: Food Safety Plan

The food safety plan contained outdated material including a minimum internal temperature chart. The SFA is reminded to keep all information in the Food Safety Plan up to date with current guidelines and use it as a training tool for staff. Additionally, the food safety plan should be specific to each kitchen, listing all equipment and the standard operating procedures for each.

Corrective Action:

The SFA will update each kitchen's Food Safety Plan to include a list of kitchen equipment, the standard operating procedures for using the equipment, and replace the outdated minimum internal temperature chart with a current version. They will submit a timeline for completing this task as corrective action.

SNP Administrative Review Findings

Crawfordsville Community Schools (5855)

Program Year 2022

Crawfordsville High School (6277)

1000 Fairview Ave
Crawfordsville, IN 47933-1509

Food Service Contact

Ms. Diana Wilbert
Foodservice Director
(765) 362-1913

Month of Review: January 2022

Date of Onsite Review: February 1, 2022

Meal Components & Quantities - Crawfordsville High School (6277)

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 meal is not identified near or at the beginning of the meal service line(s).

Corrective Action:

The SFA has relocated the signage to the beginning of the meal service line. 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 9000: Standardized Recipes

Standardized recipes did not include crediting information. Each recipe should list the serving size and how it contributes to the meal pattern requirements.

Corrective Action:

The SFA has already determined crediting information for each recipe. They will simply add it to the standardized recipe so that all required information is in one location. No further action required.

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 10-14, 2022, some meals served during the week reviewed did not meet the appropriate daily and weekly meal pattern requirements for the age/grade group being served. Meals missing required meal components during the week reviewed: pre-made salads were missing grain requirement.

Corrective Action:

The SFA was provided technical assistance from the SA while on-site. The necessary corrections were made to all pre-made salad recipes for the grade level being served. No further action required.

500. Day of Review- Offer vs. Serve was properly implemented

Finding 9078: School is not properly implementing Offer vs. Serve.

As observed on the Day of Review, one or more cashiers did not demonstrate a clear understanding of OVS and its requirements.

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Crawfordsville Community Schools (5855)

Program Year 2022

Corrective Action:

SFA will retrain cashiers on OVS requirements and submit their training sign-in sheet as corrective action.

Technical Assistance:

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

General Program Compliance - Crawfordsville High School (6277)

1104. Foods sold to students meet Smart Snacks standards

Finding 9000: Coffee Bar

Non-compliant Smart Snack beverages were sold in the high school coffee bar located in the school library. The non-compliant drinks include: hot chocolate, cappuccino, and lemonade. These drinks did not meet Smart Snack requirements due to the high calorie content.

Corrective Action:

The SFA has discontinued selling the non-compliant beverages. No further action required.

Technical Assistance:

The SFA is reminded to review the Smart Snack requirements for beverages before purchasing new items to sell at the coffee bar. Additionally, the SFA is reminded to have standardized recipes available for all smoothies sold at the coffee bar to ensure they meet Smart Snack requirements.

1404. A copy of the written food safety plan is site-specific and available on-site

Finding 9000: Food Safety

Hair restraints must be worn by those preparing and serving foods for Child Nutrition Programs. During the on-site review, four staff members were observed not wearing hair restraints.

Corrective Action:

The SA provided technical assistance to the SFA. This issue has been resolved on-site. No further action required.



SNP Administrative Review Findings

Crawfordsville Community Schools (5855)

Program Year 2022

Nicholson Elementary School (6301)

1000 Fairview Ave
Crawfordsville, IN 47933-1509

Food Service Contact

Ms. Diana Wilbert
Food Service Director
(765) 362-1913

Month of Review: January 2022

Date of Onsite Review: February 10, 2022

Other Federal Programs - Nicholson Elementary School (6301)

3. *POS snack counts by student/benefit category maintained?*

Technical Assistance

When recording snacks for the After School Snack Program, always ensure you are using the correct meal count form for After School Snacks. Other child nutrition programs have similar meal count forms.