

SNP Administrative Review Findings

DeKalb Co Central United Schools (1835)

Program Year 2022

DeKalb Co Central United Schools (1835)

3326 CR 427
Waterloo, IN 46793-9532

Food Service Contact

Ms. Ashlee Shroyer
Director of Food Service
(260) 920-1013
ashroyer@dekalbcentral.net

Executive Contact

Mr. Steve Teders
Superintendent
(260) 920-1011
steders@dekalbcentral.net

No. of Sites / Reviewed: 8 / 2
Month of Review: January 2022

Commendations

- * Ashlee Shroyer, Food Service Director keeps organized and detailed reports.
- * Among the difficulties of ordering food into schools, Ashlee Shroyer, Food Service Director has continued to offer a variety of food selections at the elementary, middle, and high schools.
- * Both kitchens reviewed were organized and kept clean. Staff worked well together to quickly process students through the lines.
- * Cashiers and staff on the line encouraged students to take another item to be sure they took a reimbursable meal. Staff were knowledgeable on what constitutes a reimbursable meal under the offer versus serve guidance.

Resource Management Comprehensive Review - DeKalb Co Central United Schools (1835)

753. Internal Controls

Technical Assistance: Annual Financial Report Procedures and Process

During the review of the annual financial report, it was noted that income was not reported consistently for the balance of accounts. Money provided for student's lunch accounts cannot be reported as income until the funds are spent through the point of service. Technical assistance was provided.

General Program Compliance - DeKalb Co Central United Schools (1835)

1007. On-site observations validate Off-Site Assessment Tool responses to Local School Wellness Policy questions and responses demonstrate compliance with FNS requirements

Technical Assistance: Wellness Policy updates.

Considering exceptional circumstances facing schools this year, the State Agency is providing flexibility regarding wellness policy concerns. Technical Assistance has been provided for the SFA with a reminder to update the Wellness Policy as soon as possible to ensure sufficient wellness standards are set for your students. The policy must be updated to include opportunity for stakeholder participation, address food and beverage marketing, guidance for non-sold food or food brought into the classroom and include a specific timeline for evaluation. As well as how stakeholders will be informed of updates in the Wellness Policy.

1218. Employees hired in the time between completion of the OFS questions and the ONS questions met/will meet the training requirements

Technical Assistance: Civil Rights Training for new employees.

Reviewer discussed with Food Service Director the importance of completing Civil Rights training with new staff before entering the kitchen. Recommended that they also complete OVS and some food safety courses. Civil Right courses were completed before the end of the review was completed.

SNP Administrative Review Findings

DeKalb Co Central United Schools (1835)

Program Year 2022

McKenney-Harrison Elementary (1357) Food Service Contact

3326 CR 427
Waterloo, IN 46793-9532

Mrs. Stacy Stout
Cafeteria Manager
(260) 920-1015

Month of Review: January 2022

Date of Onsite Review: February 23, 2022

Meal Components & Quantities - McKenney-Harrison Elementary (1357)

403. Day of Review- fluid milk (or allowable substitutions) was available in at least two allowable varieties throughout the serving period on all meal service lines

Finding 9054: Milk substitutions on Day of Review not allowable.

Milk substitutions made on the Day of Review were not allowable per 7CFR 210.10.

Corrective Action:

To provide milk substitutions that are not nutritionally equivalent to milk, the substitution request must come from the medical person with prescriptive authority. If it is nutritionally equivalent, then the request can come from the parent. A procedure has been put into place ensuring that only medical signed request receive Almond Milk. All other requests receive an equivalent milk product. No further action is required.

Technical Assistance:

Reviewer discussed with the food service director the requirements of substituting fluid milk with equivalent nutritional product or a substitution request from a medical doctor. Guidance may be found on our web page at <https://www.in.gov/doe/nutrition/special-dietary-needs/>.

General Program Compliance - McKenney-Harrison Elementary (1357)

1411. Review of agricultural food components indicates violations of the Buy American provision

Technical Assistance: Buy American

Reviewer discussed with food service director that any food intended for use in any Child Nutrition Program that is readily available or grown in America should not be purchased from a foreign country. Purchasing food items from foreign countries should only be done if the product is not readily available in the United States or cost prohibitive. There are two situations which are exception to the Buy American provision and permit purchases of foreign products:

1. Availability: when the product is not produced or manufactured in the U.S. in sufficient and reasonable available quantities of a satisfactory quality.
2. Cost: when responses to solicitations reveal that the cost of a U.S. product is significantly higher than the cost of a comparable foreign product.

SNP Administrative Review Findings**DeKalb Co Central United Schools (1835)****Program Year 2022****Waterloo Elem. School (1341)**

3326 CR 427
Waterloo, IN 46793-9532

Food Service Contact

Ms. Roxanne Myers
Cafeteria Manager
(260) 920-1016

Month of Review: January 2022

Date of Onsite Review: February 24, 2022

Meal Components & Quantities - Waterloo Elem. School (1341)

403. *Day of Review- fluid milk (or allowable substitutions) was available in at least two allowable varieties throughout the serving period on all meal service lines*

Finding 9054: Milk substitutions on Day of Review not allowable.

Milk substitutions made on the Day of Review were not allowable per 7CFR 210.10.

Corrective Action:

Milk substitutions that are not nutritionally equivalent to milk, then the substitution request must come from the medical person with prescriptive authority. If it is nutritionally equivalent, then the request can come from the parent. A procedure has been put into place ensuring that only medical signed request receive Almond Milk. All other requests receive an equivalent milk product. No further action is required.

Technical Assistance:

Reviewer discussed with the food service director the requirements of substituting fluid milk with equivalent nutritional product or a substitution request from a medical doctor. Guidance may be found on our web page at <https://www.in.gov/doe/nutrition/special-dietary-needs/>.