

SNP Administrative Review Findings

DeKalb Co Eastern Comm School (1805)

Program Year 2023

DeKalb Co Eastern Comm School (1805)

300 E Washington Street
Butler, IN 46721-1119

Food Service Contact

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Executive Contact

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No. of Sites / Reviewed: 3 / 1
Month of Review: March 2023

Commendations

- * Kitchens were clean and staff were personable, well-trained, and performed their duties with a great attitude.
- * The staff did a wonderful job organizing and preparing for the Administrative Review. In addition, all staff was available to learn throughout the day while the review was conducted. This allowed the review to be quickly completed.
- * All cashiers were diligent in seeing that meals were accurately recorded. They ensured the students had funds in their account before allowing a la carte items. This is an improvement and should help reduce the negative balances.

Technical Assistance

- * Review recommended that a share table be available for students. It is not to be available for adults to pick up items. The leftovers may be taken to the nurse's office to assist with students who come in needing something to eat.
- * It is recommended that the meat/meat alternative items on the salad bar be listed on the production record under the entree section.
- * The serving utensils used on the salad bar should hold the required serving sizes. The reviewer recommended using a 1 cup serving spoodle to serve the lettuce to ensure students are receiving at least 1/2 cup creditable lettuce.
- * While the Administrative Review is considered complete, the 2022 Annual Financial Report will be reviewed and approved separately. Should corrective action be required for the AFR, this report could be amended.
- * The schools that serve multiple age groups needs to document on the production record the differences in serving sizes or items between the two age groups or what food items will not be served to the 7-8 graders.

General Program Compliance - DeKalb Co Eastern Comm School (1805)

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

Finding 9142: The written food safety plan does not contain all the required elements.

The written food safety plan does not comply with the HACCP program criteria described in 7CFR 210.13(c). Missing elements: The breakdown of the food products in process 1, 2 and 3 are not listed in the Food Safety Plan.

Corrective Action:

The reviewer discussed this requirement with the manager and food service director. They will update that page to show what food items fall under process 1, 2 and 3. This was completed before the exit conference. No further action is required.

Technical Assistance:

The reviewer discussed the requirement of listing all food products served under process 1, 2, and 3 in the Food Safety Manuel. This then allows staff to know what HACCP procedures they are to follow for each food item served.

SNP Administrative Review Findings

DeKalb Co Eastern Comm School (1805)

Program Year 2023

Eastside High School (1317)

300 E Washington Street
Butler, IN 46721-1119

Food Service Contact

Mrs. Dana Hedges
Food Service Director
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Month of Review: March 2023

Date of Onsite Review: April 26, 2023

Meal Components & Quantities - Eastside High School (1317)

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

Finding 9000: Milk servings not recorded on production record

The production records did not have milk recorded.

Corrective Action:

Staff corrected the procedure on site and will continue to count and record the number of milks served for breakfast and lunch. If implemented daily, no further action is required.

Technical Assistance:

The reviewer discussed with the manager and the food service director the importance of recording how many milks are served daily. This information is used to calculate if students are taking the required number of components as well as forecasting the amount needed to order on a weekly basis.

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 March 20-24, 2023. The Grab and Go Pretzel 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. Meals missing required meal components during the week reviewed: Missing creditable meat/meat alternate on Friday March 24.

Corrective Action:

The food service director has found a product to replace the current cheese cup that will meet the 2 oz. of meat/meat alternate. The 47 meals served on March 24 are disallowed.

Technical Assistance:

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