

SNP Administrative Review Findings

East Allen County Schools (0255)

Program Year 2023

East Allen County Schools (0255)

800 Homestead Drive
New Haven, IN 46774-1732

Food Service Contact

Mr. Dan Krleski
Food Service Director
(260) 446-0100
dkrleski@eacs.k12.in.us

Executive Contact

Mrs. Marilyn Hissong
Superintendent
(260) 446-0100
Mhissong@eacs.k12.in.us

No. of Sites / Reviewed: 14 / 4
Month of Review: February 2023

Commendations

- * Kitchens were clean and staff were personable, well-trained, and performed their duties with a great attitude.
- * The staff did a great 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 completed quickly.
- * A wonderful variety of fresh fruits and vegetables at all schools, including watermelon and kiwi, was served to students at Leo Elementary the day of review.
- * The staff at each of the schools reviewed had promotions for National School Breakfast week along with prizes to give out to the students who participated. Leo Elementary had a huge bulletin board display along with using their salad bar with a unique construction display.
- * The staff at each of your schools were preparing hot food in batches as needed for each meal service time. This allowed the students to receive a hot fresh prepared item not sitting for a long time in the hot box.
- * All cashiers were diligent in seeing that meals were recorded accurately. The manager at New Haven Primary correctly recorded the meals taken down the hall to the special need's classrooms.

Technical Assistance

- * 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. New Haven Primary needs to note specifically the items being served to the pre-school students. The differences in serving sizes between K-5 and 6th grade should also be documented at all the schools.
- * The offer versus serve option allows students to decide what three components they would like to take, and one must be 1/2 cup of fruit and vegetable. If the students did not take a fruit or vegetable, the cashier was placing a fruit or vegetable on the students' plate. The student needs to have the option to choose which fruit or vegetable they would like to take.
- * The Dole Fruit Juice Gel product from Thailand needs to be further researched to see if another equivalent product is available in the United States.

Resource Management Comprehensive Review - East Allen County Schools (0255)

757. Allowable Costs Test

Finding 9118: Sample of expenses charged to nonprofit school foodservice account not reasonable and necessary.
The State agency reviewed a sample representing 10% of expenses for the most recently completed program year 2022 using the SFA's detailed general ledger. The following recorded expenses did not represent an activity or function recognized as reasonable and necessary for the operations of the school food service programs: Staff appreciation gifts.

Corrective Action:

The Foodservice will set up a separate catering account so that funds will not comingle with the Federal Funds and use this account to purchase staff appreciation gifts. If implemented as discussed, no further action is required.

Technical Assistance:

The reviewer discussed with the food service director that staff appreciation gifts are not an allowable expense from the food service account.

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East Allen County Schools (0255)

Program Year 2023

769. Indirect Cost Rate Agreement

Finding 9000: Technical Assistance: Indirect Cost rate calculations

It was determined that current full indirect rate calculation had not been taken, it is advisable that it is put in writing that no additional funds for the program year will be requested.

General Program Compliance - East Allen County Schools (0255)

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

Finding 9011: Local School Wellness Policy information on the Off-site Assessment Tool not validated, or deficiencies found.

Some of the information gathered on the Off-site Assessment Tool regarding the SFA's Local School Wellness Policy could not be validated during on-site observations. Discrepancies or deficiencies found on-site: The Nutrition Goals for Smart Snacks is outdated.

Corrective Action:

Corrective action required to address discrepancies or deficiencies in the SFA's Local School Wellness Policy identified from the Off-site Assessment Tool: The school district is reviewing the current policy and will have it updated. If implemented as discussed, no further action required.

Technical Assistance:

Technical assistance provided to address discrepancies or deficiencies in the SFA's Local School Wellness Policy identified from the Off-site Assessment Tool:



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East Allen County Schools (0255)

Program Year 2023

Leo Elementary School (0053)

800 Homestead Drive
New Haven, IN 46774-1732

Food Service Contact

Mrs. Bonnie Hanefeld
Food Service Manager
(260) 446-0172

Month of Review: February 2023

Date of Onsite Review: March 8, 2023

No Findings during Site 0053 Review



SNP Administrative Review Findings

East Allen County Schools (0255)

Program Year 2023

New Haven Primary School (0083)

800 Homestead Drive
New Haven, IN 46774-1732

Food Service Contact

Mrs. Natalie Bohde
Food Service Manager
(260) 446-0152

Month of Review: February 2023

Date of Onsite Review: March 7, 2023

No Findings during Site 0083 Review



SNP Administrative Review Findings

East Allen County Schools (0255)

Program Year 2023

**Paul Harding Junior High School/EAU
(0294)**

800 Homestead Drive
New Haven, IN 46774-1732

Food Service Contact

Mrs. Delinda Wright
Food Service Manager
(260) 446-0248

Month of Review: February 2023

No Findings during Site 0294 Review



SNP Administrative Review Findings

East Allen County Schools (0255)

Program Year 2023

Woodlan Elementary School (0323)

800 Homestead Drive
New Haven, IN 46774-1732

Food Service Contact

Mrs. Trisha Saalfrank
Food Service Manager
(260) 466-0033

Month of Review: February 2023

Date of Onsite Review: March 9, 2023

No Findings during Site 0323 Review