

**SNP Administrative Review Findings**

**East Chicago Urban Enterprise Academy  
(9555)**

*Program Year 2022*

**East Chicago Urban Enterprise Academy  
(9555)**  
1402 E. Chicago Ave.  
East Chicago, IN 46312-3587

**Food Service Contact**  
Ms. Gwen L Hovey  
Food Service Director  
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**Executive Contact**  
Ms. Veronica J Eskew  
School Leader  
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No. of Sites / Reviewed: 1 / 1  
Month of Review: December 2021

**Commendations**

- \* - Employees are knowledgeable of program requirements and have a great rapport with the student population.
- Record keeping and documentation was very well organized and easily accessible for review.
- Great job with meal planning and service.

**Technical Assistance**

- \* Effective program year 2023, an internal food service director must be employed by the SFA, even if operating with a FSMC. This includes being approved by the IDOE hiring requirements, completing an eight-hour food safety training once every five years, and completing the required number of training hours yearly.

**General Program Compliance - East Chicago Urban Enterprise Academy (9555)**

*1217. SFA's process and frequency for tracking training hours is sufficient*

**Technical Assistance:**

Professional Standard Training hours must be kept on the USDA tracking tool or a similar tool to confirm that each employee has their required amount of training hours. During program year 2022, professional standard training has been waived, however, please be sure to use a tracking tool during program year 2023.

SNP Administrative Review Findings

East Chicago Urban Enterprise Academy  
(9555)

Program Year 2022

**East Chicago Urban Enterprise Academy (3935)**  
1402 E. Chicago Ave.  
East Chicago, IN 46312-3587

**Food Service Contact**  
Ms. Gwen Hovey  
Director of Food Service  
(313) 938-0802

Month of Review: December 2021

**Meal Counting & Claiming - East Chicago Urban Enterprise Academy (3935)**

324. Review Period- there were no questionable patterns in the reported meal counts by category

**Finding 9073: Questionable patterns in the reported counts of free, reduced, and paid meals for the Review Period.**

There were patterns in the reported counts of free, reduced, and paid meals for the Review Period that appear questionable for the population of students participating in the NSLP and SBP. The explanation provided by the school for the questionable meal count patterns was not acceptable. Questionable meal count practices: The SFA was serving lunch in the classroom for the month of December due to COVID-19. One classroom had the same number of students served for nine of the ten days during the month of December.

**Corrective Action:**

The SFA is no longer using daily meal count sheets in individual classrooms, and students are eating meals in the cafeteria. If the SFA intends to revert back to meals in the classroom, the SFA will be required to instruct their teachers how to properly use the daily meal count sheet. No further action is required at this time.

**Meal Components & Quantities - East Chicago Urban Enterprise Academy (3935)**

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

**Production Record Keeping**

**Technical Assistance:**

The FSMC is using a production record that has all of the required fields, however, one of the fields is being incorrectly filled out. The "Amount of food used" field should be recorded in the purchase unit that the product is delivered in (pounds, cases, cans, etc.) The SFA and FSMC company understand this, and no further action is necessary.

**Other Federal Programs - East Chicago Urban Enterprise Academy (3935)**

1902. FFVP: Documentation for allowable costs? Enter data.

**Finding 9159: Unallowable costs claimed for the Fresh Fruits and Vegetables Program**

Some cost documentation provided to support Fresh Fruits and Vegetables Program claim for the Review Period included unallowable costs. Unallowable FFVP costs claimed: Un-allowable ranch dip. The ranch used in December was not allowable.

**Corrective Action:**

The cost of the dip, \$91.96, will be deducted from your December 2021 FFVP claim.

**Technical Assistance:**

Dips for vegetables -- If you choose to serve dip with vegetables, make sure to only offer low-fat, yogurt based, or other low-fat or non-fat dips. Try to use dips sparingly, as the intention of the program is to introduce items to students in their basic form and to learn more about their flavors, tastes, and textures without the additions of dips or other flavors.