

SNP Administrative Review Findings

Eastern Pulaski Community School Corporation (6620)

Program Year 2023

Eastern Pulaski Community School Corporation (6620)
711 School Drive
Winamac, IN 46996-1584

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No. of Sites / Reviewed: 2 / 2
Month of Review: February 2023

Commendations

- * The breakfast outreach flyer was very eye-catching. It wasn't the basic informational text. It contained pictures and catchy text.
- * Staff at the observed school are mindful of cleanliness standards on the serving line and in the kitchen. They work hard to keep areas neat and free of mess. Also, they are mindful of temperature danger zones and keeping foods safe between serving sessions.

Technical Assistance

- * The SFA is reminded to utilize the Spanish version of the free and reduced notification letters when sending to households with limited English proficiency.
- * Younger students at the elementary school require serving line modifications to ensure they can reach all foods.
- * Encourage students to select a milk or other item from the share table before purchasing extra items. On the day of review, the share table was overloaded with milk and other foods.

Certification and Benefit Issuance - Eastern Pulaski Community School Corporation (6620)

126. Certification: selected applications correctly approved

Finding 9017: Correct implementation of application approval process

The application approval process is not implemented correctly. The SFA must complete the eligibility determination section of the application.

Corrective Action:

The SA has provided technical assistance to show the importance of completing the eligibility determination section of the income application. The SFA will put this knowledge into practice with all future submitted applications. If implemented as discussed, no further action is needed.

137. Eligibility determinations are correctly transferred to the Point of Service Benefits Issuance document

Finding 9029: Eligibility determinations not correctly transferred to the Point of Service Benefits Issuance document

Based on a review of documentation for selected students, certified eligibility is not always transferred correctly to the benefit issuance system (tickets, rosters, tokens, electronic POS terminal). There were several students found to be receiving benefits with no proof of eligibility.

Corrective Action:

The SFA must work with their software provider to determine why students were assigned benefits. They will make any necessary corrections to students' benefits. They will develop procedures to ensure this doesn't occur in the future. They will submit their new procedures as corrective action.

General Program Compliance - Eastern Pulaski Community School Corporation (6620)

810. The USDA non-discrimination statement is on appropriate Program materials

Finding 9000: Non-Discrimination Statement

The incorrect non-discrimination statement was used on program materials.

Corrective Action:

The SA provided technical assistance to correct the wording on incorrect program documents and the SFA was able to make the correction at that time. No further action required.

SNP Administrative Review Findings

Eastern Pulaski Community School Corporation (6620)

Program Year 2023

Eastern Pulaski Elementary School (6994)
711 School Drive
Winamac, IN 46996-1584

Food Service Contact
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Month of Review: February 2023
Date of Onsite Review: March 8, 2023

Meal Components & Quantities - Eastern Pulaski Elementary School (6994)

400. *Day of Review- all required meal components were available to all students during the entire meal service*

Finding 9000: Batch Cooking

On the day of meal observation, foods were overcooked and held in warmers too long, which led to poor quality.

Corrective Action:

The SA provided technical assistance on ways to ensure foods are cooked and served promptly for all students. The SFA will train staff to batch cook foods whenever possible to ensure foods are fresh for each lunch shift. No further action required.

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

Finding 9000: Following Recipes

The SFA is not following their standardized recipe for chef salad which resulted in insufficient grain offered on the day of review.

Corrective Action:

The SFA was provided technical assistance on-site and will begin referencing their standardized recipes each day to ensure they are providing students with the full component size required. If implemented as discussed, no further action is required.

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

Finding 9000: Production Records

Production records for the week of review do not list actual food served. Production records must be specific (i.e. cantaloupe vs. fresh fruit).

Corrective Action:

SFA will submit five days of lunch production records correctly recording all foods served each day.

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

Finding 9000: Standardized Recipes

Standardized recipes stated incorrect component crediting when compared to the CN label or product formulation statement.

Corrective Action:

The SFA was provided technical assistance regarding this finding. The SA was informed of product changes due to supply chain issues. Moving forward, they will compare all new items received to standardized recipes to ensure foods are credited correctly. If the SFA implements this procedure, it will resolve the finding and no further action is required.

1409. On-site or off-site storage violations were observed

Finding 9150: Storage violations were observed.

The SFA must ensure that all facilities for the handling, storage, and distribution of purchased and donated foods are properly safeguarded against theft, spoilage, and other loss. Expired foods were observed in the cooler and dry storage areas. Also, the freezer was packed to unsafe levels.

Corrective Action:

The kitchen staff was able to discard all expired foods while the SA was on-site. They will also do an inventory audit on freezer stock before ordering additional foods. No further action is required.

SNP Administrative Review Findings

Eastern Pulaski Community School Corporation (6620)

Program Year 2023

Winamac Middle and High School (6997)

711 School Drive
Winamac, IN 46996-1584

Food Service Contact

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Month of Review: February 2023

Date of Onsite Review: August 1, 2022

Other Federal Programs - Winamac Middle and High School (6997)

1814. Required meal components available on every meal service line to all participating students? Enter data.

Finding 9253: Based on Day of Review observation, required meal components were missing or non-creditable.

Day of the Review Menu: As observed on the Day of Review, all required meal components were not available to all participants on all meal service lines throughout the meal service. No vegetable was served.

Corrective Action:

The SA provided technical assistance to the FSD. The FSD was following SFSP meal pattern instead of NSLP. Corrections were made to the menu for the remaining operating days to comply with NSLP meal pattern requirements. If implemented as discussed, no further action is required.

Technical Assistance:

Prior to the start of the meal service, a meal component was missing or a non-creditable food was planned to be served as a required component. Technical assistance was provided and site staff were given the opportunity to add a creditable meal component prior to the start of the meal service.

1816. Lunch/supper minimum daily requirements met for age/grade group?

Finding 9255: For lunch and/or supper, the minimum daily requirements of grains/breads, meat/meat alternate, fruits and vegetables are not being served.

NSLP minimum daily requirements for vegetables are not being met for the age/grade group being served as required in 7CFR 210.10. Deficiencies noted: no vegetable was offered on the day of review or the five prior operating days. Also, vegetable subgroup requirements are not met.

Corrective Action:

The SFA has added vegetable to the daily menu, along with ensuring they are planning all vegetable subgroups. Menu was reviewed by SA on-site and is now compliant. No further action required.

Technical Assistance:

Technical assistance was provided to site staff.

1835. Food safety program – follow USDA guidance, implemented?

Finding 9280: Based on Day of Review observations, provisions of the SFA/site food safety program are not being implemented as planned.

On the day of review, no food temperatures were taken and recorded.

Corrective Action:

SFA will begin recording food temperatures on their daily production record for all foods served. If implemented as discussed, no further action is required.