

SNP Administrative Review Findings

Griffith Public Schools (4700)

Program Year 2023

Griffith Public Schools (4700)

602 N Raymond St
Griffith, IN 46319-2041

Food Service Contact

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Executive Contact

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No. of Sites / Reviewed: 5 / 2
Month of Review: March 2023

Certification and Benefit Issuance - Griffith Public Schools (4700)

133. Direct Certifications were correctly certified

Finding 9024: Direct Certification eligibilities were not correctly applied

Direct certification documentation for selected students was reviewed for completeness and accuracy. Some students were certified for reduced meals when they should have been certified for free meals.

Corrective Action:

The SFA will rectify this issue by updating the students lunch status and providing them with a notification.

The SFA has completed this as of April 20, 2023 and no further action is necessary.

General Program Compliance - Griffith Public Schools (4700)

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: Wellness Policy needs to be assessed and updated.

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 SFA is required to assess and update their current wellness policy. As corrective action, provide the State Agency the assessment and wellness policy when completed.

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

Finding 9000: Professional Standards Tracking

The SFA is not currently tracking their professional standards training hours. The SFA is required to create a tracking tool and update it with their employee information and training hours.

Corrective Action:

On 4/19/2023, the SFA and SA have worked together to complete a tracking tool with their employees' information and training hours. This is sufficient and no further action is necessary.

SNP Administrative Review Findings

Griffith Public Schools (4700)

Program Year 2023

Beiriger Elementary School (4171)

602 N Raymond St
Griffith, IN 46319-2041

Food Service Contact

Mrs. Tiffany J Ulman
Director of Food Services
(219) 924-4250

Month of Review: March 2023

Date of Onsite Review: April 19, 2023

Meal Components & Quantities - Beiriger Elementary School (4171)

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

Finding 9000: Production Record keeping

At Beiriger, the production record does not contain all required fields or menu items. The meal type was not included on any of the production records for the month of review, but it is required. Serving sizes were not always clear on the production records; instead of writing "each" for vegetables, please include the volume of each serving. Additionally, some fruit at breakfast is not being documented on the production records. All foods offered to students must be properly documented on the production record.

Corrective Action:

Update your production records with the corrections listed and provide the state agency with a week of the new production records.

501. Cafeteria staff have been trained on OVS

Finding 9079: Cafeteria staff have not been adequately trained on requirements and implementation of Offer vs. Serve.

Staff has not been trained on OVS for breakfast.

Corrective Action:

The breakfast cashier is required to take the OVS training on Moodle. Provide the training certificate to the State Agency when completed.

Technical Assistance:

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

General Program Compliance - Beiriger Elementary School (4171)

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

Technical Assistance - Buy American Provision

Technical Assistance:

The school had cucumbers and grape tomatoes that were products of Mexico. The state agency recognizes that many food products are difficult to acquire at this time, however, please keep in mind that you are using federal tax dollars to purchase these products. Please make every effort to purchase products that are from the United States.

SNP Administrative Review Findings

Griffith Public Schools (4700)

Program Year 2023

Griffith Y.M.C.A. (J260)

602 N Raymond St
Griffith, IN 46319-2041

Food Service Contact

Mrs. Tiffany J Ulman
Food Service Director
(219) 924-4250

Month of Review: March 2023

Date of Onsite Review: April 19, 2023

Other Federal Programs - Griffith Y.M.C.A. (J260)

7. Site monitored in first 4 weeks of operation, date, deficiencies/CA?

Finding 9228: The SFA has not monitored this site's Afterschool Snack Program within the first 4 weeks of operation each year.

The SFA has not monitored this site's Afterschool Snack Program within the first four weeks of operation each year. FSD stated the monitoring form was completed, but she could not locate it.

Corrective Action:

The FSD and State Agency discussed that all records need to be maintained for three years plus the current year. This is understood and no further action is necessary.