

SNP Administrative Review Findings

Heritage Institute of Arts and Technology
(HIAT) (9990)

Program Year 2020

Heritage Institute of Arts and Technology
(HIAT) (9990)

5861 Harrison Street
Merrillville, IN 46410-2442

Food Service Contact

Mrs. Natassha Shell
Building Operations Manager
(219) 359-1522
FSMC: Veterans Café and Grill

Executive Contact

Mr. Ryan Smith
Regional Operations Manager
(219) 359-1522

No. of Sites / Reviewed: 1 / 1
Month of Review: January 2020

Commendations

- * Meal service for both breakfast and lunch was excellent.

Technical Assistance

- * While your version of a modified offer versus serve works and is compliant, the state agency is suggesting that you provide the students with an additional milk option.

General Program Compliance - Heritage Institute of Arts and Technology (HIAT) (9990)

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 SFA's wellness policy must be made publicly available.

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 make their wellness policy available by including it on their website. Provide proof of this to the state agency when completed.

The SFA has included their wellness policy to their website as of February 7, 2020. No further action is necessary.

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

Finding 9000: Professional Standards Training Tracking

The SFA is required to track all professional standard training hours.

Corrective Action:

The SFA and state agency discuss that it is required to track all training hours by either creating your own tool or using the USDA's tool. Please provide the most up to date tool to the state agency when completed.

Technical Assistance:

Find our professional standards web-page helpful - <https://www.doe.in.gov/nutrition/professional-standards>

Program Year 2020

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: standard operating procedures.

Corrective Action:

The SFA will need to create standard operating procedures for the kitchen. Provide a completed copy of the food safety plan with standard operation procedures to the state agency once completed.

SFA has provided the state agency with their SOPs on February 5, 2020. No further action is necessary.

Program Year 2020

**Heritage Institute of Arts and
Technology (1116)**
5861 Harrison Street
Merrillville, IN 46410-2442

Food Service Contact
Mrs. Natassha Shell
Building Operations Manager
(219) 359-1522

Month of Review: January 2020
Date of Onsite Review: February 5, 2020

Meal Components & Quantities - Heritage Institute of Arts and Technology (1116)

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 (1/27/2020 - 1/31/2020) some 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: 1/27/2020 included 1/2 cup of vegetable while the required offering is 3/4 cup; 1/31/2020 included 1/2 cup of vegetable while the required offering is 3/4 cup.

Corrective Action:

Meals without 3/4 cup of vegetable offered are considered unallowable. The amount of the 368 meals served by the SFA without 3/4 cup of vegetable will need to be returned to the state agency.

Technical Assistance:

The school was provided technical assistance during the on-site visit. Each meal served to students in grades K-8 must include a minimum of 3/4 cup of vegetable offered to each student.

410. Review Period- planned menu quantities meet the meal pattern requirements

Finding 9076: Planned menus served during Review month do not meet portion size/quantity requirements.

Productions records were reviewed for the Review Period to determine whether the portion sizes of meal components from the planned menu and served during the Review Period meet the minimum meal pattern requirements for the age/grade group(s) being served. Meals served with insufficient portion size or insufficient quantities of meal components are incomplete and are not reimbursable. Several times throughout the month of review, there was insufficient vegetables served, according to the production records.

Corrective Action:

The SFA is required to complete the inTEAM training on production records. Provide the certificate from the training to the state agency once completed.

Technical Assistance:

The school was provided technical assistance during the on-site visit. Find our web-page here for more information on production records. - <https://www.doe.in.gov/nutrition/food-production-records>