

SNP Administrative Review Findings**Holy Cross (K075)***Program Year 2024***Holy Cross (K075)**202 S Church Street
Fort Branch, IN 47648-1442**Food Service Contact**Mrs. Shelly Heldt
Cafeteria Manager
(812) 753-3280
sheldt@evdio.org**Executive Contact**Mr. Nathan Winstead
Principal
(812) 753-3280
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No. of Sites / Reviewed: 1 / 1

Month of Review: December 2023

Commendations

- * The production records for Holy Cross are thoroughly completed, including proper documentation of substitutions.
- * The cafeteria manager did a terrific job planning, organizing, and preparing for the 2024 Administrative Review. The staff was very professional and conscientious about meeting the School Nutrition Program requirements.

Technical Assistance

- * It is recommended to add entrée choices for students to choose from daily. This will help increase participation in the school lunch program of students who do not eat consistently in the cafeteria. Other options can be less labor intensive, such as salads, sandwiches, or grab-and-go options.

Certification and Benefit Issuance - Holy Cross (K075)*126. Certification: selected applications correctly approved.***Finding 9901: Selected applications correctly approved.**

Four applications were approved with incomplete information.

- One application was missing the last four digits of the SSN or box checked, indicating no SSN.
- Three applications indicated a higher number of household members than the names that were listed on the application. When the applications were approved, the higher number of household members was used in the determination without any additional follow-up.

Corrective Action:

The reviewer provided onsite technical assistance regarding a completed application and how to document follow-up efforts to obtain missing information. In addition, the reviewer provided the secretary with the opportunity to correct the applications. The secretary contacted all the households to obtain the missing information, and no changes were required to be made to the eligibility determinations. The reviewer verified the updated applications onsite. Therefore, an additional response is not required.



SNP Administrative Review Findings

Holy Cross (K075)

Program Year 2024

Holy Cross School (B115)

202 S Church Street
Fort Branch, IN 47648-1442

Food Service Contact

Mrs. Shelly Heldt
Cafeteria Manager
(812) 753-3280

Month of Review: December 2023

Date of Onsite Review: January 31, 2024

No Findings during Site B115 Review