

SNP Administrative Review Findings

Huntington County Community School Corporation (3625)

Program Year 2022

Huntington County Community School Corporation (3625)
1063E 900S
Warren, IN 46792-9214

Food Service Contact
Mr. Ken Akins
Food Service Director
(260) 356-6104

Executive Contact
Mr. Chad Daugherty
Superintendent
(260) 356-8312

No. of Sites / Reviewed: 9 / 2
Month of Review: November 2021

Commendations

- * Roanoke Elementary had a clean and organized kitchen. Staff were observed batch cooking the hot entrée, which helped ensure food was fresh for each meal period.
- * The cashiers at Huntington North had great rapport with the students. The kitchen was also very clean and organized.

Resource Management Comprehensive Review - Huntington County Community School Corporation (3625)

767. Nonprogram Revenue and Food Cost Ratio

Technical Assistance-Nonprogram Food Revenue

Nonprogram food revenue should be greater than or equal to the food cost ratio. Additional revenue is needed to comply with this requirement. Since a la carte and other nonprogram food prices were not increased prior to the start of PY2021-2022, it is recommended that a review of a la carte and other nonprogram food pricing is completed at the start of the second semester, and that prices are raised accordingly.

General Program Compliance - Huntington County Community School Corporation (3625)

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.

Discrepancies or deficiencies found on-site: The local school wellness policy that was provided & posted to the website is outdated. It does not contain goals for nutrition promotion or guidelines for food and beverage marketing. Additionally, nutritional guidelines for foods and beverages sold must be updated to reflect compliance with Smart Snacks standards.

Corrective Action:

Though the required triennial assessment is currently waived, it is recommended that the wellness committee meet in the spring to review the current policy to ensure it meets the basic requirements, including goals for nutrition promotion, guidelines for food and beverage marketing, and Smart Snacks nutritional guidelines for foods and beverages sold during the school day. No further corrective action is needed at this time.

Technical Assistance:

The Superintendent was provided with a School Wellness Policy Evaluation Checklist to help assess the current policy. Additional Wellness Policy resources can be found at: <https://www.in.gov/doe/nutrition/wellness-policies/>

Program Year 2022

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. *Repeat Finding

The written food safety plan does not comply with the HACCP program criteria described in 7CFR 210.13(c). Missing elements: specific site-level info, including a list of equipment maintained in each kitchen.

Corrective Action:

SFA shall update the food safety plan at each school to include a list of equipment on site. As part of the corrective action, please submit the equipment listings for Huntington North High School and Roanoke Elementary.

Technical Assistance:

It is recommended that a hard copy of the food safety plan is available at each site versus an electronic copy. All staff should have access to the plan and should be trained on all SOPs and the HACCP process, not just the manager.

SNP Administrative Review Findings**Huntington County Community School Corporation (3625)****Program Year 2022****Huntington North High School (3065)**

1063E 900S
Warren, IN 46792-9214

Food Service Contact

Mr. Von Obenour
Kitchen Manager
(260) 356-6104

Month of Review: November 2021

Date of Onsite Review: December 15, 2021

Meal Components & Quantities - Huntington North High School (3065)

402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served

Finding 9000: Offer Versus Serve

Offer Versus Serve (OVS) was not implemented correctly.

At breakfast, a juice box & grain item were pre-bagged by food service staff and given to each student at the start of the service line. Students then continued down the service line to choose their other components. Students were not allowed to decline the bagged items. Under Offer Versus Serve, students must be allowed to decline 1 food item at breakfast.

At lunch in the Commons serving area, students who had selected 2 Bosco sticks and a fruit and/or veggie were required to go back and get a milk to complete their meal. The Bosco sticks contain two components (meat/meat alternate & grain), therefore, adding a fruit and/or veggie serving completes the third component requirement, thus making a reimbursable meal. Students did not have to take the milk.

Corrective Action:

Offer Versus Serve allows students to decline one or two meal components they do not intend to eat, helps prevent food waste, and helps lower food cost. Offering a choice is not the same as implementing Offer Versus Serve. As corrective action, the sponsor must complete OVS training for school foodservice staff.

Technical Assistance:

At breakfast, instead of food service staff bagging the juice & grain item, it's recommended to provide the empty bag to the students and allow them to choose which of the items they would like.

404. Day of Review- signage explaining the reimbursable meal was posted near/at the beginning of the service line and did not promote water or any other beverage as an alternative to milk

Technical Assistance-Reimbursable Meal Signage

The breakfast meal signage in the Commons serving area is not at the beginning of the line. It is located near the juice slush machines. It needs to be displayed at or near the beginning of the line.

The lunch meal signage in the Main Cafeteria is located on a far wall. Recommend having additional signage in the Main Cafeteria, as well as the Pink Room to help students make informed choices. Reimbursable meal info could also be displayed on the TVs in the cafeteria that display the menu and other information.

406. Day of Review- the meal service is structured to comply with the required age/grade group meal pattern requirements when multiple menus and/or age/grade groups are served

Technical Assistance-Vegetable Subgroups

On the day of the review, baked beans were available in the Main Cafeteria, but not in the Commons or Pink Room. If that is the only bean/legume offered for the week to meet the subgroup minimum, you must ensure they are also served in the Commons and Pink Room.

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

Technical Assistance-Production Records

Production records need to indicate the actual serving size for vegetables for each day, not the weekly total that must be met for a certain subgroup. Example: the baby carrot serving size on 11/1 stated as 1&1/4 cups, which is the weekly total required for red/orange subgroup, but that is not the actual daily serving size. If providing students with a 1/2c spoodle to serve themselves with, that should be the serving size listed on the production record.

Production records are also missing a couple requirements: veggie subgroups should be listed as well as total purchase units. This information is required per USDA production record guidance.

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Huntington County Community School Corporation (3625)

Program Year 2022

Roanoke Elementary School (3029)
1063E 900S
Warren, IN 46792-9214

Food Service Contact
Mrs. Leiann Lindelien
Kitchen Supervisor
(260) 672-2806

Month of Review: November 2021
Date of Onsite Review: December 15, 2021

Meal Components & Quantities - Roanoke Elementary School (3029)

402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served

Finding 9000: Offer Versus Serve

Offer Versus Serve (OVS) was not implemented correctly. When a student indicated that she did not want the applesauce cup, she was forced to take it and told to place it on the share table. Foodservice staff indicated the only "choice" for the day was the vegetable boat.

Corrective Action:

Offer Versus Serve allows students to decline one or two meal components they do not intend to eat, helps prevent food waste, and helps lower food cost. A reimbursable meal contains 1/2 cup fruit or vegetable plus at least two other components. Offering a choice is not the same as implementing Offer Versus Serve. As corrective action, the sponsor must complete OVS training for school foodservice staff.

Technical Assistance:

Since meals are mostly pre-plated, students must be allowed to decline items even after they are plated.

402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served

Finding 9000: Standardized Recipes

Staff preparing items such as sandwiches and salads did not utilize recipes to prepare these entrée items. When asked, they were unaware whether any recipes were available.

Corrective Action:

As corrective action, recipes must be provided to the school foodservice staff and must be utilized to ensure consistency in meeting the daily and weekly minimum portion size requirements as well as nutrient standards.

Technical Assistance:

The reviewer had the foodservice staff weigh the meat and cheese used on the salad and sandwich to gauge whether minimum requirements were met.

407. Day of Review- the school has complied with the planned menu, or changes made are acceptable substitutions

Technical Assistance-Menu Substitutions

Food service staff substituted graham crackers for the goldfish originally planned with the salad. They offered two 14-gram packages of graham crackers which equals one grain serving. The daily and weekly grain serving requirements were reviewed with food service staff, as well as the two-ounce weekly limit on dessert grains. A one ounce serving of graham crackers daily would not meet the weekly grain requirement of 8-9 servings. The school was provided with a copy of the grain chart to assist in making menu substitutions.

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411. *Review Period- the school has complied with the planned menu, or changes made are acceptable substitutions*

Technical Assistance-Menu Substitutions

In instances where extra grain items are offered as part of the entrée, it is still recommended to offer an extra grain when using substitutes. For example, if a breaded pork chop on a bun is planned, but chicken tenders are substituted, it is recommended to offer an additional grain with the chicken tenders since a bun was planned with the pork chop.