

SNP Administrative Review Findings

Immanuel Lutheran School (K105)

Program Year 2023

Immanuel Lutheran School (K105)

520 S Chestnut St
Seymour, IN 47274-3044

Food Service Contact

Mrs. Jill Sterling
Cafeteria Manager
(812) 522-1301
jsterling@immanuelschool.org

Executive Contact

Dr. Todd Behmlander
Principal
(812) 522-1301
tgb@immanuelschool.org

No. of Sites / Reviewed: 1 / 1
Month of Review: March 2023

Commendations

- * The staff was organized and ready for the Administrative Review. The new food service director was eager to learn. The serving lines and kitchen areas were very clean and tidy.

Technical Assistance

- * The National School Lunch requirements do not need to be listed in detail in the Wellness policy.
- * Use stainless steel bowls, or cute baskets to decorate the serving line for the raisins and condiments instead of leaving them in the cardboard boxes.
- * Be sure to use the total income for the same frequency rates instead of extending to yearly income.

Verification - Immanuel Lutheran School (K105)

208. Documentation demonstrates a confirmation review was conducted and required procedures were followed

Finding 9037: Confirmation review not conducted as required.

Documentation demonstrating that a confirmation review took place was not on file at the SFA.

Corrective Action:

The secretary signed the confirmation section of the application that was selected for verification during the review even though it was late. She and the principal understand the duty of the confirmation review official and now have this procedure written in their verification folder. No further action is needed.

Technical Assistance:

Technical assistance was provided by the reviewer.

SNP Administrative Review Findings

Immanuel Lutheran School (K105)

Program Year 2023

Immanuel Lutheran School (B445)

520 S Chestnut St
Seymour, IN 47274-3044

Food Service Contact

Mrs. Jill Sterling
Cafeteria Manager
(812) 522-1301

Month of Review: March 2023

Date of Onsite Review: April 13, 2022

Meal Counting & Claiming - Immanuel Lutheran School (B445)

325. Review Period- meal counts by category were correctly used in the claim for reimbursement

Finding 9000: Reduce priced meals

The school corporation is charging 47 cents for reduce meals which USDA states it is to be 40 cents.

Corrective Action:

The school corporation will need to reimburse these households 7 cents per meal. Also, the original letter of notification must have the amount of 40 cents for the cost of a reduce meal. If implemented as discussed, no further action is needed.

Technical Assistance:

Technical assistance was provided.