

SNP Administrative Review Findings

Indianapolis Metropolitan High School (9670)

Program Year 2023

**Indianapolis Metropolitan High School
(9670)**

1635 W Michigan St
Indianapolis, IN 46222-3852

Food Service Contact

Mr. Dan Stevens
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FSMC: Aramark

Executive Contact

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VP of Mission & Education
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No. of Sites / Reviewed: 1 / 1
Month of Review: March 2023

Commendations

- * It was great to see that the students can submit menu item ideas into a box. This helps the students be involved with what they are eating and promotes them to try new things and enjoy their lunch.
- * The staff were very accepting to new information and willing to learn.
- * The wellness policy assessment was very thorough and unbiased. It was honest and acknowledged goals that have not been met.

Technical Assistance

- * The use of a share table is great for providing extra items such as milk or fruit to students who are still hungry, or to students who refuse to get a reimbursable meal. The share table must have a designated area with a sign for students to place their items. Share Table items must never be resold but can be refrigerated and placed out again for students the next day, then discarded.
- * Two health inspections per school year are required. A letter to the health department must be sent requesting an inspection regardless of a routinely inspection that is done on their own.
- * Milk must never be placed next to juice on the serving line. As a program requirement, milk must never be, or appear that it is competition with juice or water. Juice is a fruit component and should be placed by the fruit on the serving line, if space permits.

General Program Compliance - Indianapolis Metropolitan High School (9670)

1214. School Nutrition Programs Director met/will meet annual training requirements

Finding 9000: Training Documentation for staff was not provided

Training documentation/ certificates for staff was not provided and could not be located.

Corrective Action:

As corrective action, documentation for professional standards training for each nutrition staff member must be submitted to the state agency.

Technical Assistance:

Technical assistance was provided on the day of review. The USDA training tracking tool was also shared with the SFA for better record keeping pertaining to professional standards.

SNP Administrative Review Findings**Indianapolis Metropolitan High School (9670)****Program Year 2023****Indianapolis Metropolitan High School Food Service Contact
(5664)**

1635 W Michigan St
Indianapolis, IN 46222-3852

Ms. Anne Davis
Senior Director
(317) 524-4627

Month of Review: March 2023

Date of Onsite Review: April 26, 2023

Meal Counting & Claiming - Indianapolis Metropolitan High School (5664)

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

Finding 9074: School's meal counts by category not used correctly in the SFA's claim for reimbursement.

The sum of the school's daily meal counts by category for the review period does not match the State agency's validated meal counts for the school for the review period. The SFA's claim for the school for the Review Period does not match the State agency's validated meal counts by category for the school for the Review Period. The problem is considered systemic because the contributing factors are built into the process and would likely recur if the process is not changed. Edit checks are not used and a clicker was user prior to day of review.

Corrective Action:

As corrective action, the SFA must use meal counting sheets and an edit check. The difference between the SFA Count and the State agency validated count, by category, is documented on S-1.

Technical Assistance:

Edit check form and technical assistance was provided on the day of review. No further response required.

Meal Components & Quantities - Indianapolis Metropolitan High School (5664)

400. Day of Review- all required meal components were available to all students during the entire meal service

Technical Assistance Food Choices**Technical Assistance:**

By the end of lunch students didn't have as many food options as students in the first lunch period. Preparations for food must always be made to ensure all students have the same choices to students who eat in the first lunch period.

401. Day of Review- all meals observed and counted for reimbursement contained all of the required meal components

Technical Assistance Reimbursable Meal**Technical Assistance:**

Students must take the full meal. As a CEP school without an a la carte program, students must take the entire meal or no meal. If students are not complying, extra support from leadership is advised when students are going through the line. Consider allowing a la carte purchases or find other funding streams to support a la carte sales to students who refuse to take a reimbursable meal. If implemented correctly, Offer Versus Serve allows students to decline some items as long as there is a minimum of 3 components and at least one is ½ cup fruit or vegetable.

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Program Year 2023

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

Finding 9052: Day of Review portion sizes insufficient.

As observed on the Day of Review, the portion sizes of meal components from the planned menu and served on the day of review did not meet the minimum meal pattern requirements for the age/grade group(s) being served. Meals that contain insufficient quantities of meal components are incomplete and are not reimbursable. Insufficient portion sizes observed on the Day of Review: grain with salad

Corrective Action:

As corrective action, SFA and staff must complete meal pattern requirement training and submit to state agency. In addition, the SFA must serve the salad entrée with a planned additional grain.

Technical Assistance:

Technical assistance was provided on the day of review.

403. Day of Review- fluid milk (or allowable substitutions) was available in at least two allowable varieties throughout the serving period on all meal service lines

Technical Assistance Extra Milk

Technical Assistance:

Providing free extra milk will result in a calories and nutritional imbalance. Providing extras can also hurt food costs. If extras remain supported in the future, an al a carte program is advised.

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

Finding 9000: Other Finding

The reviewer was unable to validate the grain for chicken patty meal and the grain for the dinner roll planned with chicken nuggets meal. Product formulation statements or CN labels were not provided.

Corrective Action:

As corrective action, please submit to the state agency the product formulation statements or CN labels for the grain for each of the two meals.

Technical Assistance:

Technical assistance was provided on the day of review.

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

Finding 9000: Inaccurate salad recipe

The salad recipe and production records indicate no grain was served with salad during the review period. As it was witnessed on the day of review, the salad does indeed contain grain in the form of croutons. The salad recipe must be accurate and contain all ingredients provided in the salad.

Corrective Action:

As corrective action, the salad recipe must be rewritten to include the croutons. Please submit the new recipe to the state agency

Technical Assistance:

Technical assistance was provided on the day of review.

SNP Administrative Review Findings

Indianapolis Metropolitan High School (9670)

Program Year 2023

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. The menu planner is reminded to plan menus that meet all components in both the daily and weekly serving sizes.

Corrective Action:

As corrective action, the SFA may still provide croutons in the salad, however an additional grain must be planned with the salad meal to meet the meal pattern quantity requirements. Please submit to the state agency documentation of the additional grain that will be planned with the salad.

Technical Assistance:

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

500. Day of Review- Offer vs. Serve was properly implemented

Finding 9078: School is not properly implementing Offer vs. Serve.

As observed on the Day of Review, one or more cashiers did not demonstrate a clear understanding of OVS and its requirements.

Corrective Action:

As corrective action, SFA and staff must complete offer vs serve training and submit documentation to state agency.

Technical Assistance:

The SFA was provided technical assistance and the offer vs serve fact sheet during the on-site visit.

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.

Documentation of offer vs serve training could not be validated onsite.

Corrective Action:

As corrective action, SFA and staff must complete offer vs serve training and submit certificates to state agency.

Technical Assistance:

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

General Program Compliance - Indianapolis Metropolitan High School (5664)

1404. A copy of the written food safety plan is site-specific and available on-site

Finding 9145: A copy of the written food safety plan was not available at the reviewed school.

A copy of the food safety plan was not available at the school.

Corrective Action:

As corrective action, a copy of the food safety plan must be submitted to state agency. In addition, the food safety plan must be printed and stored on school site for availability to all food service staff.

Technical Assistance:

Technical assistance provided on the day of review.

1408. *Temperature logs are available*

Technical Assistance Temperature Logs

Technical Assistance:

As a requirement, temperature logs should be completed in full daily.

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

Technical Assistance Buy American Provision

Technical Assistance:

Tomatoes from Mexico were found during the review. As a reminder, food products used should be domestically produced for items that the USA has the capacity to produce.

1502. *Records are retained for 3 years*

Technical Assistance Recordkeeping

Technical Assistance:

As a program requirement, records must be kept for a minimum of 3 years.