

**SNP Administrative Review Findings**

**Kindezi Academy (9115)**

*Program Year 2020*

**Kindezi Academy (9115)**

3421 N. Keystone Avenue  
Indianapolis, IN 46218-6452

**Food Service Contact**

Denise Castellanos  
Director of Operations  
(317) 383-0603  
FSMC: Indianapolis Public Schools

**Executive Contact**

Shanae Staples  
School Leader  
(317) 383-0601

No. of Sites / Reviewed: 1 / 1  
Month of Review: November 2019

**Commendations**

- \* Staff was friendly and eager to learn.

**General Program Compliance - Kindezi Academy (9115)**

*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: Wellness Policy does not address food and beverage marketing.

**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: Please provide a timeline for corrective of the local school wellness policy.

**Technical Assistance:**

Technical assistance provided to address discrepancies or deficiencies in the SFA's Local School Wellness Policy identified from the Off-site Assessment Tool:

The following sample language could be used in the policy to fulfill the marketing requirement: "The Board will allow marketing in school buildings and on school grounds during the school day for only those food and beverages provided by the school that meet the federal nutrition standards. Marketing that promotes student health will be permitted in school buildings and on school grounds." 1. Signage or similar media on school campus during the school day may only advertise food and/or beverages provided and sold by the school that meet the competitive foods standards for foods sold in schools (i.e. Smart Snacks).

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

**Finding 9000: Other Finding**

**Technical Assistance:**

While the sponsor does not employ foodservice staff, it is recommended to utilize the professional standards tracking tool to ensure the named foodservice director receives the minimum of 12 training hours annually. Additionally, the trainings for staff with duties related to the program can be tracked. At a minimum these staff need civil rights, counting and claiming, meal pattern, and OVS training on an annual basis.

*1219. Employees outside of the School Nutrition Programs with School Nutrition Program duties received appropriate training*

**Finding 9000: Other Finding**

Documentation was not available at the time of review to show that all employees outside of the School Nutrition Program whose responsibilities include duties related to the operation of the School Nutrition Program received applicable training.

**Corrective Action:**

As corrective action the sponsor must submit documentation of training for all employees outside of the School Nutrition Program whose responsibilities include duties related to the operation of the School Nutrition Program.



---

**SNP Administrative Review Findings**

**Kindezi Academy (9115)**

*Program Year 2020*

**Technical Assistance:**

Training documentation requirements were discussed with the sponsor on the day of review.

**SNP Administrative Review Findings****Kindezi Academy (9115)****Program Year 2020****Kindezi Academy (1118)**

3421 N. Keystone Avenue  
Indianapolis, IN 46218-6452

**Food Service Contact**

Denise Castellanos  
Director of Operations  
(317) 383-0603

Month of Review: November 2019

Date of Onsite Review: December 9, 2019

**Other Federal Programs - Kindezi Academy (1118)****7. Site monitored in first 4 weeks of operation, date, deficiencies/CA?**

**Finding 9228: The SFA has not monitored this site's Afterschool Snack Program within the first 4 weeks of operation each year.**

**Corrective Action:**

Going forward the ASSP will be monitored within the first 4 weeks of operation and again a second time before the end of each school year. As corrective action the SFA will monitor the ASSP and submit the completed monitoring form as documentation.

**Technical Assistance:**

ASSP monitoring requirements were discussed with the sponsor the day of review.

**1700. ASSP – areas identified requiring TA, CA?**

**Finding 9155: Afterschool Snack Program areas required technical assistance or corrective action as noted on the Afterschool Snack Program review.**

**Areas requiring Corrective Action:**

-Upon review of the meal count sheets it appears counts were not taken at the point of sale on one day of the review period. The count sheet only contained seven meal count marks but 50 snacks were claimed. As a result, 43 snacks will be disallowed.

-Count sheets for the month of review show that all meals delivered were served each day (an even number ending in zero each time).

**Corrective Action:**

Snacks must be counted as each student is served at the point of service. Only one snack may be served to each student and only the number of snacks served may be claimed, not the number delivered. As corrective action a monitoring review will be completed and additional snack training will be provided. Documentation of the training and completed monitoring visit must be submitted as corrective action.

**Technical Assistance:**

Point of service count requirements were discussed with the sponsor on the day of review.

**Meal Components & Quantities - Kindezi Academy (1118)**

**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:**

Students in the first meal period did not have enough time to eat. It appeared as though when the last student went through the line there was only about 5 minutes left to eat. It is recommended to consider staggering the classes lunch time by 5 minutes or so to avoid the long wait in the lunch line.

Additionally, it is recommended to make the serving line and cafeteria more inviting. Program funds could be used for this purpose. Also consider displaying student art or seasonal decorations. Team Nutrition resources could also be used.

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

**Finding 9000: Other Finding**

Production records indicate the sponsor ran out of fresh and canned fruit daily for breakfast. This potentially could mean some students were only able to select juice for breakfast daily. Additionally, if raisins are offered daily per the menu, they are not recorded on the production record.

**Corrective Action:**

The amount of fruit ordered must be increased when production records indicate a consistent pattern of zero leftovers. When juice is offered daily each student must have the opportunity to also select a fruit with the juice to meet the 1 cup fruit requirement. All items offered as part of the reimbursable meal will be recorded on the production record. The sponsor must report this issue to their vendor as corrective action.

**Technical Assistance:**

Requirements were discussed with the sponsor on the day of review.

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. Where a student selected a reimbursable meal, the student was made to select an additional item(s).

**Corrective Action:**

As corrective action please provide documentation that breakfast and lunch OVS training has been completed by all staff performing the point of service meal count either using the INTeam Blackboard module or by review of the online power point.

**Technical Assistance:**

OVS technical assistance was provided on the day of review. The links to the online power point can be found here: <https://www.doe.in.gov/nutrition/offer-vs-serve-lunch>.