



SNP Administrative Review Findings

KIPP Indy Public Schools (9400)

Program Year 2017

KIPP Indy Public Schools (9400)

1740 E 30th Street
Indianapolis, IN 46218-2605

Food Service Contact

Mr. Kyle Rouse
Associate Director of Campus
Operations
(317) 775-7613
FSMC: Real Taste

Executive Contact

Ms. Emily Pelino
Executive Director
(317) 775-0513

No. of Sites / Reviewed: 2 / 1
Month of Review: October 2016

No Findings during SFA Review



SNP Administrative Review Findings

KIPP Indy Public Schools (9400)

Program Year 2017

KIPP Unite College Prep Elementary (5741)
1740 E 30th Street
Indianapolis, IN 46218-2605

Food Service Contact
Mr. Kyle Rouse
Associate Director of Campus Operations
(317) 775-7613

Month of Review: October 2016
Date of Onsite Review: November 9, 2016

Other Federal Programs - KIPP Unite College Prep Elementary (5741)

3. POS snack counts by student/benefit category maintained?

Finding 9000: Other Finding

The SFA is not tracking meal counts at the P.O.S. They write down a number of students needing a snack, and the foodservice vendor drops off a cooler (with that amount) at each door. From there, the teacher serves the students a snack and returns the cooler to the hallway. There is no follow-up or documentation to track how many meals were actually served during snack.

Corrective Action:

The SFA is going to develop S.O.P. to outline the steps for serving and documenting snacks served to students.

Technical Assistance:

The state agency reviewer encouraged the SFA to develop standard operating procedures to streamline the meal counting process. Additionally, the state agency reviewer provided options on how to effectively serve snack to students (i.e. cafeteria, sign-in sheet, meal count clicker, etc.).

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.

Afterschool Snack Program operation at this site: The SFA did not monitor the ASSP within the first 4 weeks of operation.

Corrective Action:

The SFA is going to make certain that the ASSP is monitored as required.

Technical Assistance:

The state agency reviewer emailed the ASSP monitoring form to the SFA.

Meal Components & Quantities - KIPP Unite College Prep Elementary (5741)

403. DOR - two varieties of milk available, allowable substitutions? Enter data.

Finding 9053: Milk variety not offered throughout serving period on Day of Review.

As observed on the Day of Review, at least two required milk varieties were not available throughout the serving period on all meal service lines.

Corrective Action:

The state agency reviewer mentioned this issue to the teacher (taking meal counts) and the FSD. It was corrected immediately.



SNP Administrative Review Findings

KIPP Indy Public Schools (9400)

Program Year 2017

Technical Assistance:

The school was advised and given the opportunity to add another type of milk to meal service line(s) when it was observed that only one type of milk was being offered.

410. Review period menus and production records - Quantities and meal pattern requirements met? Enter data.

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.

Corrective Action:

The foodservice vendor has signed up for the meal pattern training in Whiteland, IN. He and another one of his employees will attending the training.

Technical Assistance:

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

General Program Compliance - KIPP Unite College Prep Elementary (5741)

1405. Most recent Food safety inspection posted, visible to public?

Finding 9147: Most recent food safety inspection report is not posted in a publicly visible location.

Corrective Action:

The cafeteria manager posted the report during the review. No further action is required.

Technical Assistance:

The SA provided TA on where the health inspection report should be posted.