



SNP Administrative Review Findings
Program Year 2020

Lafayette Catholic School (K256)

Lafayette Catholic School (K256)
2410 S 9th Street
Lafayette, IN 47909-2499

Food Service Contact
Mr. David Shelby
Finance Director
(765) 474-5427
FSMC: Chartwells

Executive Contact
Mr. Neil Wagner
Principal
(765) 474-2496

No. of Sites / Reviewed: 4 / 2
Month of Review: March 2020

Commendations:

- The foodservice director is to be commended for displaying flexibility during the remote review process.
Meal pattern requirements were met for the month reviewed.

Certification and Benefit Issuance - Lafayette Catholic School (K256)

126. Certification: selected applications correctly approved

Finding 9017: Correct implementation of application approval process

The application approval process is not implemented correctly. The following application errors were noted:

- Two household meal applications were missing the SSN or an indication of no SSN.
-One application was missing the names of two people in their household.
-One application was approved based on a Medicaid number provided on the meal application.
-Two applications were found for one household.

Corrective Action:

The FSD understands the requirements of ensuring the meal application is complete. For an income application to be considered complete the student and household names, income and frequency, SSN or indication of no SSN, signature and date must be completed. It is also understood that only SNAP and TANF case numbers can be accepted on meal applications. In these instances the SSN is not required but the adult signature is still required. Medicaid numbers reported on meal applications will no longer be used for approval. Furthermore, only one application per household will be accepted and used for documentation. All applications have been updated and letters addressing status changes have been sent to households. Additional response is not required.

Technical Assistance:

Application approval requirements were sent to the FSD the day of review.

129. Household notification of eligibility is consistent with Off-Site Assessment responses

Finding 9902: Household notification of eligibility not compliant with regulations

The notification of eligibility sent to households did contain the required information. The non-discrimination statement is incorrect on all of notification letters. The denied letter is missing the following statement: If your household income goes down or your household size goes up, you may apply again. If you were previously denied benefits because no one in the household received Food Stamp or TANF benefits, you may reapply based on income eligibility.

Corrective Action:

The SFA has updated all letters to ensure the state prototypes are utilized. Additional response is not required.

Technical Assistance:

Notification letter requirements and prototypes were sent to the SFA during the review. The SFA was also reminded that there is a specific letter for reduced DC, letting households know they can still apply for free benefits based on income.

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133. Direct Certifications were correctly certified

Finding 9000: Other Finding

One household was approved for reduced-price meal benefits based on income but was later found on the DC list as free based on Medicaid. The update was not made to the household's benefit.

Corrective Action:

The SFA has updated the household benefit and provided notification of the change. The SFA will ensure future accuracy by performing double checks of the DC matches against the student benefit issuance roster. Additional response is not required.

Resource Management Comprehensive Review - Lafayette Catholic School (K256)

767. Nonprogram Revenue and Food Cost Ratio

Technical Assistance:

The SFA found that its revenue ratio was less than its food cost ratio. The director is planning to increase some a la carte prices for the 20-21 program year (ice cream and drinks). The non-program revenue compliance will need to be re-assessed once the new prices have been implemented.

General Program Compliance - Lafayette Catholic School (K256)

1007. On-site observations validate Off-Site Assessment Tool responses to Local School Wellness Policy questions and responses demonstrate compliance with FNS requirements

Technical Assistance:

The updated wellness policy appears to be sufficient. Please update the policy on the website as the old policy is currently posted. Additionally, the public needs to be aware of their ability to participate in the review and update of the policy. The results of the review and update should also be posted for public viewing. The assessment tool used could be scanned and posted to cover this requirement.



SNP Administrative Review Findings
Program Year 2020

Lafayette Catholic School (K256)

**Central Catholic Jr-Sr High Sch.
(D415)**
2410 S 9th Street
Lafayette, IN 47909-2499

Food Service Contact
Mrs. Lorrie A Rainey
Director
(765) 427-1221

Month of Review: March 2020
Date of Onsite Review: May 10, 2020

SSO - Central Catholic Jr-Sr High Sch. (D415)

1825. Media release and/or promotional material provided to serviced areas?

Finding 9000: Other Finding

All advertising materials used to communicate the availability and location of free meals at area eligible sites did not contain the required non-discrimination statement. The poster provided as documentation did not contain the non-discrimination statement.

Corrective Action:

The SFA will include the non-discrimination statement on all advertising materials used to communicate the availability and location of free meals at area eligible sites.

1827. Meal documentation for last five days of review period indicate required meal components available?

Technical Assistance:

Insufficient quantities of the starchy and red/orange vegetable were offered. The FSD is aware that the SSO Program follows the NSLP/SBP meal pattern and in any future operations the SFA will ensure the minimum vegetable subgroup requirements are met.



SNP Administrative Review Findings
Program Year 2020

Lafayette Catholic School (K256)

St. Lawrence (D425)
2410 S 9th Street
Lafayette, IN 47909-2499

Food Service Contact
Mrs. Lorrie A Rainey
Director
(765) 474-2496

Month of Review: March 2020
Date of Onsite Review: May 11, 2020

General Program Compliance - St. Lawrence (D425)

1405. Two food safety inspections are received each school year from the local health department

Technical Assistance:

A critical violation was noted on a recent health department inspection. As a reminder, you must ensure you are documenting that violations are corrected.