

SNP Administrative Review Findings**Lafayette Christian School (K261)****Program Year 2022****Lafayette Christian School (K261)**

525 North 26th Street
Lafayette, IN 47904-2842

Food Service Contact

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Executive Contact

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No. of Sites / Reviewed: 1 / 1
Month of Review: January 2022

Commendations

- * The new food service director was eager to learn and follow all program regulations. They are regularly in contact with the State Agency to ensure compliance.
All documentation for the review was well organized and available upon arrival for the on-site portion of the review.

General Program Compliance - Lafayette Christian School (K261)

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

Finding 9000: Professional Standards tracking

The SFA did not retain any professional standards tracking documentation for food service employees.

Corrective Action:

The SA provided technical assistance while on-site regarding requirements for tracking employee training and hours completed. The SFA will begin tracking all training on the USDA Professional Standards Training tracking tool. No further action required.

SNP Administrative Review Findings

Lafayette Christian School (K261)

Program Year 2022

Lafayette Christian School (D440)

525 North 26th Street
Lafayette, IN 47904-2842

Food Service Contact

Mrs. Ashley Newcomer
Kitchen Manager
(765) 447-3052

Month of Review: January 2022

Date of Onsite Review: February 22, 2022

Meal Counting & Claiming - Lafayette Christian School (D440)

318. Day of Review- each meal service line provides an accurate count by eligibility category at the point of service

Finding 9000: Inaccurate meal count at point of service

The SFA was not taking a meal count at the point of service. Students were to bring their lunch scan card and then place it in a designated location after they received their reimbursable meal. However, there was not a staff member ensuring this took place. After lunch service, the SFA would input all cards into the POS system.

This is not an acceptable practice as meal counts must be taken at the point of service.

Corrective Action:

The SA provided technical assistance while on-site. The SFA will begin using the daily meal count form to track reimbursable meals as students receive their tray. No further action required.

Meal Components & Quantities - Lafayette Christian School (D440)

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: vegetable component. The SFA was able to add the required portion size to all meals before meal service began. No meals will be disallowed.

Corrective Action:

The SFA added 1/4 c vegetables to all meals served during the day of review making all meals compliant. No further action required.

Technical Assistance:

The school was advised and given the opportunity to correct the insufficient quantity of the meal component before the meal service started.

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

Finding 9000: Production Records

Production records were completed daily but lacked all required information. Missing information included: total purchase units and number served.

Corrective Action:

The SFA will submit 5 days of production records with all required information.

Technical Assistance:

The SFA is reminded to list component serving sizes in the appropriate measurement or weight.

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Program Year 2022

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

Finding 9000: Standardized Recipes

Recipes are not in standardized recipe format and do not contain crediting information.

Corrective Action:

The SA provided technical assistance while on-site to the SFA regarding standardized recipes. The SFA will convert all recipes used to standardized recipe format and include crediting information. The SFA will submit one revised recipe as corrective action.

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

Finding 9075: Production records/supporting documentation indicate weekly meal pattern requirements for the age/grade group(s) not met.

Based on a review of production records and other supporting food crediting documentation for 1 week during the Review Period January 10-14, 2022, some meals served during the week reviewed did not meet the appropriate daily and weekly meal pattern requirements for the age/grade group(s) being served. Meals missing required meal components during the week reviewed:

Monday- insufficient MMA offered

Friday- insufficient vegetable offered

Insufficient for weekly requirement of MMA and grain

Corrective Action:

The SFA corrected the cycle menu while the SA reviewer was on-site to ensure compliant MMA, grain, and vegetables for daily and weekly requirements are provided with every reimbursable meal. The SFA will be in continued communication with the reviewer regarding any future changes to their cycle menu to ensure compliance. No further action required.

Technical Assistance:

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

General Program Compliance - Lafayette Christian School (D440)

1409. *On-site or off-site storage violations were observed*

Finding 9150: Storage violations were observed.

The SFA must ensure that all facilities for the handling, storage, and distribution of purchased and donated foods are properly safeguarded against theft, spoilage, and other loss. On the day of review, it was observed foods taken out of their original container were not labeled and dated.

Corrective Action:

The SFA will begin labeling and dating all foods taken out of their original container. No further action required.