

SNP Administrative Review Findings**Lakeland School Corporation (4535)***Program Year 2022***Lakeland School Corporation (4535)**

0825 E. 075 N.
LaGrange, IN 46761-9360

Food Service Contact

Mrs. Anitra Pierson
Food Service Director
(260) 499-2400

Executive Contact

Mr. Gregory Baker
Superintendent
(260) 499-2400

No. of Sites / Reviewed: 5 / 1
Month of Review: October 2021

Commendations

- * Staff had all the documents very organized for the review. If something was missing, they quickly resolved the issue.
- * The staff at Lakeland Intermediate were cooperative in correcting issues on the spot during the Administrative Review. They were extremely friendly with the students. The manager took the time to check on the students as they were coming through the line.
- * The manager is continually updating her recipe calculations to adjust to the increased number of students participating in the program.
- * The kitchen and serving area were kept clean and organized.

Meal Counting & Claiming - Lakeland School Corporation (4535)

313. On-site observations validate Off-Site Assessment Tool responses to Meal Counting & Claiming questions and responses demonstrate compliance with FNS requirements

Technical Assistance:

Discussed with Food Service Director and Incoming Food Service Director the importance of physically taking meal counts at the point of service. They will implement using clickers and record the bulk count into the POS.

General Program Compliance - Lakeland School Corporation (4535)

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:

Discussed with Superintendent, Food Service Director, and incoming Food Service Director the importance of having the Wellness Policy updated. The Wellness Policy needs to include all the new required components such as language about what food marketing is allowed in the school and language about what non-sold food items are allowed during the school day.

1110. On-site observations validate Off-Site Assessment Tool responses to Smart Snacks questions and responses demonstrate compliance with FNS requirements

Finding 9010: Smart Snacks 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 Smart Snacks policies and practices could not be validated during on-site observations. Discrepancies or deficiencies found on-site: Coffee shop Kars Sweet N Salty Mix and the Swiss Miss no sugar added did not meet Smart Snack requirements.

Corrective Action:

The current products need to be replaced with items that meet the SMART Snack requirements. The new product label and compliance documentation needs to be sent to Field Specialist. The InTeam Smart Snack Training is to be completed and documentation sent to Field Specialist.

SNP Administrative Review Findings

Lakeland School Corporation (4535)

Program Year 2022

Technical Assistance:

Discussed with the Superintendent, Food Service Director, and incoming Food Service Director the guidance on Smart Snack items that are allowed to be sold to the students from midnight until 30 minutes after school is dismissed.

1400. The written food safety plan contains required elements, and a copy is available at each school

Finding 9142: The written food safety plan does not contain all the required elements.

The written food safety plan does not comply with the HACCP program criteria described in 7CFR 210.13(c). Missing elements: The Food Safety Plan did not have the recipes divided into the HACCP procedures of no cook, same day and complex in the plan. All recipes have the procedure listed on it.

Corrective Action:

The current recipes need to be divided into the three process HACCP procedures of no cook, same day and complex. Provide the date the recipes were divided into the 3 processes as a part of corrective action. Keep in mind, the updated Food Safety Plan will need to be available for Field Specialist to review during next unannounced visit.

Technical Assistance:

Discussed with new incoming Food Service Director the importance of dividing down recipes into the correct HACCP process- no cook, same day and complex.

SNP Administrative Review Findings

Lakeland School Corporation (4535)

Program Year 2022

Lakeland Intermediate School (3739)

0825 E. 075 N.
LaGrange, IN 46761-9360

Food Service Contact

Mrs. Lisa Raber
Manager
(260) 499-2480

Month of Review: October 2021

Date of Onsite Review: November 30, 2021

Meal Counting & Claiming - Lakeland Intermediate School (3739)

320. Day of Review- meal count totals by category are combined and recorded correctly

Finding 9068: Meal count totals by category not combined and recorded correctly.

As observed on the Day of Review, meal count totals by category obtained from each point of service are not combined accurately for the total meal count by category for the school. The problem is considered systemic because the contributing factors are built into the process and would likely recur if the process is not changed. The Field Trip meal counts were calculated by subtracting the number of meals returned from the number that was sent out in the morning.

Corrective Action:

The calculated number of Field Trip meals were disallowed and removed from the daily meal count sheet. A new meal counting procedure for field trips is to be written and dispersed to all staff who request meals for a field trip. A copy of the meal counting procedure for Field Trips is to be sent to the Field Specialist.

Technical Assistance:

Discussed with Superintendent, Food Service Director, and new incoming Food Service Director the importance of taking meal counts at the point of service even when serving on a Field Trip.

Meal Components & Quantities - Lakeland Intermediate School (3739)

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

Technical Assistance:

Discussed with manager, Food Service Director, and new Food Service Director that when packaging meals for field trips, all meals must meet the meal pattern requirements. The vegetable component must be at least 3/4 cup. Staff corrected the issue on-site before the sack lunches went out on the Field Trip.

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

Technical Assistance:

Production Records did not contain all the required components. Discussed with Food Service Director and New FSD the importance of using the State approved production record or receiving approval to use a custom-made production record.