

SNP Administrative Review Findings
Program Year 2024

Lanesville Community School Corp (3160)

Lanesville Community School Corp (3160)
2725 Crestview Avenue
Lanesville, IN 47136-8601

Food Service Contact
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Executive Contact
Mr. Ryan Apple
Superintendent
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No. of Sites / Reviewed: 2 / 1
Month of Review: December 2023

Commendations

- * The Food Service Director was very well-prepared and organized for the Administrative Review. All documents were available for review upon the State Agency's arrival. Food Service staff were well trained and able to answer all review questions, demonstrating a clear understanding of the Child Nutrition Programs.

Certification and Benefit Issuance - Lanesville Community School Corp (3160)

127. *Correct income eligibility guidelines used to certify applications*

Technical Assistance - Income application processing training

While the SFA did not have any findings related to processing income applications, they are reminded to complete Free/Reduced application training annually. Training can be found at www.moodle.doe.in.gov.

Verification - Lanesville Community School Corp (3160)

207. *SFA completed verification and verified applications on file match FNS-742.*

Finding 10127: Summary of Verification Reviewed for SBOA

7 CFR Part 245.6(a) requires that each School Food Authority properly select and verify a sample of the approved free and reduced-price applications on file as of October 1 of each school year.

Verification procedure used: Standard

Number of applications on file as of October 1: 39

Number of applications selected for verification: 2

Number of additional applications verified for cause: 0

Number of applications with no response: 0

Number of applications with changes: 2

Number of verified applications reviewed by state agency staff during the review: 2

Corrective Action:

Based on the method and sample size selected, verification is considered complete, and no additional sampling is necessary.

Technical Assistance:

For more information on verification please go to: <https://www.in.gov/doe/nutrition/free-and-reduced-information/verification-and-direct-verification/>

214. *Updates to the Benefits Issuance list were made in the appropriate timeframes when verification resulted in changes to student eligibility*

Finding 9047: Change in benefit levels due to verification results were not changed within required timelines.

When a student's eligibility status changed due to verification, benefits were not decreased 10 calendar days from the final verification decision.

Corrective Action:

The SFA was provided technical assistance regarding this finding during the on-site review. They have been instructed to

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decrease benefits 10 calendar days after the final verification decision has been determined. **If this change is implemented as discussed, no further action is required.**

General Program Compliance - Lanesville Community School Corp (3160)

810. *The USDA non-discrimination statement is on appropriate Program materials*

Finding 10125: Non-compliance with the USDA non-discrimination statement

The USDA non-discrimination statement was used incorrectly on appropriate program materials.

Corrective Action:

The full nondiscrimination statement must be used on documents of two or more pages, but on documents of one page or less, the short statement may be used; either statement must be the same font size as the rest of the document. As corrective action, please update the following resources with the correct non-discrimination statement: breakfast and lunch menu. The SFA has submitted a copy of the updated resources to the State Agency. **No further action is required.**

Technical Assistance:

The IDOE SCN Civil Rights webpage DOE: Civil Rights Requirements (in.gov) has links to the USDA Child Nutrition Program Civil Rights Statements. Please bookmark and use the appropriate links for accessing the long and short civil rights statements.

The correct USDA Short Nondiscrimination Statement: This institution is an equal opportunity provider.

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Lanesville Community School Corp (3160)

**Lanesville Community Jr-Sr High
(2613)**
2725 Crestview Avenue
Lanesville, IN 47136-8601

Food Service Contact
Mrs. Sandy Denny
Food Service Manager
(812) 952-2555

Month of Review: December 2023
Date of Onsite Review: January 24, 2024

Meal Components & Quantities - Lanesville Community Jr-Sr High (2613)

400. Day of Review- all required meal components were available to all students during the entire meal service

Technical Assistance - Increase Milk Consumption

In an effort to increase milk consumption at the Jr-Sr High School, the SFA could explore the option during the winter months of heating the chocolate milk and market as hot chocolate.

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

Finding 10139: Production Records

The following issue was noted with production records: The production record did not correctly document crediting of components as detailed on CN labels and product formulation statements.

Corrective Action:

As corrective action, the SFA has completed breakfast and lunch production records for one week and submitted to the State Agency along with crediting documentation and recipes, if applicable. **No further action is required.**