

SNP Administrative Review Findings**Lewis Cass Schools (0815)****Program Year 2023****Lewis Cass Schools (0815)**

100 South Main
Walton, IN 46994-4118

Food Service Contact

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Food Service Director
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Executive Contact

Mr. Tim Garland
Superintendent
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No. of Sites / Reviewed: 2 / 1
Month of Review: September 2022

Commendations

- * SFA was well prepared and very organized for the review. Staff strive to be compliant with all program regulations and are not afraid to ask questions.

Technical Assistance

- * The SFA is encouraged to offer additional choices at breakfast and lunch to increase participation.
- * Supply chain issues were noted during the week of review for breakfast items which resulted in an odd meal being served (sausage links and dinner roll). The SFA should make every attempt possible to provide a cohesive meal.
- * On the day of review, the meat/meat alternate served was poor in appearance. Meat for a BBQ pork sandwich was ground in a food processor rather than using a pulling technique (pulled pork). This resulted in an unfavorable appearance. The staff is reminded to conduct a trial-run sample for new foods before mass producing.

Certification and Benefit Issuance - Lewis Cass Schools (0815)

128. Correct conversion factors used for applications with more than one income frequency

Finding 9000: Income Application

All household income reported on income application was not used to determine benefit. Two types of income were reported but only one income source was used to determine meal benefit. After accurately determining the benefit using all income, the benefit did not change.

Corrective Action:

The State Agency provided technical assistance while on-site during the review. The staff approving applications will review each other's work before applying meal benefits to ensure all applications are approved correctly in the future. If this process is implemented, it will resolve the finding. No further action required.

SNP Administrative Review Findings

Lewis Cass Schools (0815)

Program Year 2023

Lewis Cass High School (0689)

100 South Main
Walton, IN 46994-4118

Food Service Contact

Ms. Pat Spencer
Head Cook
(574) 626-2511

Month of Review: September 2022

Date of Onsite Review: October 25, 2022

Meal Components & Quantities - Lewis Cass High School (0689)

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

Finding 9000: Crediting documentation

Crediting documentation was missing for items served during the week of review. However, the SFA was able to obtain documentation while the State Agency was on-site, and all meals served were shown to be in compliance.

Corrective Action:

The SFA must review their cycle menu and ensure crediting documents are retained for all foods served that contribute to meal pattern requirements. If implemented correctly, this will resolve this finding. No further action required.

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

Finding 9000: Production Records

Production records did not list the actual food served. A generic term was used for fruit served during the week of review.

Corrective Action:

The SFA has submitted one week of breakfast and lunch production records with all foods listed correctly using no generic terms. No further action required.