

SNP Administrative Review Findings**MSD of Mt Vernon (6590)****Program Year 2023****MSD of Mt Vernon (6590)**1000 West Fourth Street
Mt. Vernon, IN 47620-1626**Food Service Contact**Mrs. Jennifer E Ritzert
Food Service Director
(812) 833-5961
ritzertje@mvschool.org**Executive Contact**Mr. Mathew Thompson
Superintendent
(812) 838-4471
thompsonmm@mvschool.orgNo. of Sites / Reviewed: 5 / 2
Month of Review: October 2022**Commendations**

- * The benefit issuance was completed with no errors. The staff should be commended on the successful implementation of this standard.
- * The staff did a great job organizing and preparing for the Administrative Review. In addition, all staff was available to learn throughout the day while the review was conducted. This allowed the review to be completed quickly.

Resource Management Comprehensive Review - MSD of Mt Vernon (6590)*773. Proper Classification of Costs (Direct/Indirect)***Technical Assistance- Indirect Costs Reporting for School Nutrition Programs**

After reviewing supporting documentation for Program Year 22 SCN annual financial report, it was determined that the indirect cost was calculated for the Spring of the 20-21 school year. Although the indirect charge was within 90 days of the end of the program year, indirect costs must be reported on the corresponding AFR in which they are being determined. Therefore, the sponsor worked with the SCN resource management specialist to revise several SCN AFRs to indicate the indirect costs for those program years.

When charging indirect costs to the nonprofit food service account, the sponsor should always list what is included in the indirect cost calculation and what is included in the direct cost base. In addition, the expenses included in the amount of the indirect costs should never be charged directly and indirectly. The detailed list of the charges for indirect costs will help ensure no double dipping occurs.

General Program Compliance - MSD of Mt Vernon (6590)*808. Onsite observations validate Off-Site Assessment Tool responses to Civil Rights questions and responses demonstrate compliance with FNS requirements***Technical Assistance- Racial/Ethnic Data Collection**

After a review of the racial/ethnic categories, it was determined the sponsor needs to add the unknown option for the ethnic section to align with the requirements for FNS 113.1. The school collects the R/E data during enrollment and might have the capability to run a report to see how many households opted not to disclose the information for ethnicity. However, the categories used for DOE state reporting differ from those required for USDA FNS requirements. If the data collection is unable to be aligned, an option would be to have food services have their own collection based on USDA requirements.

*1007. Onsite observations validate Off-Site Assessment Tool responses to Local School Wellness Policy questions and responses demonstrate compliance with FNS requirements***Technical Assistance- Assessment of the Local School Wellness Policy**

As a reminder, the triennial assessment must be completed every three years. This needs to be done by the end of June 2023. Available resources to complete the assessment can be found at <https://www.in.gov/doe/nutrition/wellness-policies/>.

SNP Administrative Review Findings**MSD of Mt Vernon (6590)****Program Year 2023****Mount Vernon Junior High School
(6953)**1000 West Fourth Street
Mt. Vernon, IN 47620-1626**Food Service Contact**Mrs. Debbie D Minton
Cafeteria Manager
(812) 833-5860

Month of Review: October 2022

Date of Onsite Review: November 29, 2022

Meal Components & Quantities - Mount Vernon Junior High School (6953)*400. Day of Review- all required meal components were available to all students during the entire meal service***Technical Assistance- Production**

The production was miscalculated during the onsite lunch review, leaving several students without food options. Although the school was able to produce another option for these students quickly, it is always recommended to batch cook to ensure the best food quality and produce the correct number of servings. Keeping good records of the meals prepared and served daily is part of any successful food service operation. Production records are a valuable written history that can be used for future reference when menu planning. Production records also help spot trends, track what menus work best with the children, and decide what changes should be made.

Dietary Specifications - Mount Vernon Junior High School (6953)*603. Technical assistance and/or corrective action were found to be necessary upon completion of the off-site portion of the Dietary Specifications Assessment Tool***Technical Assistance- Deep Frying**

While Indiana does not restrict the use of deep frying in the School Nutrition Program, it was discussed with the school staff that deep-fried foods are significantly higher in calories and fat than non-fried. While it is recommended to try to eliminate as much deep frying as possible, the sponsor should conduct a nutrient analysis to ensure all weekly ranges are being met for each menu cycle. The added calories and fat must be included in the weekly analysis for accuracy.

General Program Compliance - Mount Vernon Junior High School (6953)*1409. On-site or off-site storage violations were observed***Finding 9150: Storage violations were observed.**

The SFA must ensure that all its facilities for the handling, storing, and distributing of purchased and donated foods are appropriately safeguarded against theft, spoilage, and other loss. On the day of review, evidence of rodents was observed.

Corrective Action:

During the onsite review, the food service director placed a work order with the maintenance department. As a result, maintenance set traps, and food service staff moved items into more secure objects such as plastic bins. All food items that were tampered with were discarded. It is recommended that the school provide continued follow-up. Therefore, additional corrective action is not required.



SNP Administrative Review Findings

MSD of Mt Vernon (6590)

Program Year 2023

West Elementary School (6961)

1000 West Fourth Street
Mt. Vernon, IN 47620-1626

Food Service Contact

Mrs. Wendy E Kissinger
Cafeteria Manager
(812) 833-5714

Month of Review: October 2022

Date of Onsite Review: November 29, 2022

Commendations

- * The after-school snack program was implemented successfully, producing no errors on the day of review.

No Findings during Site 6961 Review