

SNP Administrative Review Findings**North Vermillion Community School Corporation (8010)****Program Year 2019**

North Vermillion Community School Corporation (8010)
5551 N Falcon Dr
Cayuga, IN 47928-8181

Food Service Contact
Mrs. Christy Wann
Food Service Director
(765) 492-5411

Executive Contact
Mr. Dan Nelson
Superintendent
(765) 492-4033

No. of Sites / Reviewed: 2 / 1
Month of Review: October 2018

General Program Compliance - North Vermillion Community School Corporation (8010)**808. On-site observation validate Off-Site Assessment Tool responses to Civil Rights questions?****Finding 9008: Civil Rights 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 Civil Rights procedures demonstrated non-compliance. Discrepancies or deficiencies found on-site: The civil rights procedure is not accurate (i.e., does not give 180 days to file complaint, must forward to state agency or USDA, etc.)

Corrective Action:

Corrective action required to address discrepancies or deficiencies in the SFA's Civil Rights procedures identified from the Off-site Assessment Tool: The sponsor must update the procedure to file a complaint to ensure the procedure is accurate per USDA requirements. The update will include the following revisions: Complainants must have 180 days to file a complaint and the complaint must be forwarded to the IDOE Office of School and Community Nutrition or directly to USDA. The sponsor agrees to the corrective action as listed. As a result, additional response is not required.

Technical Assistance:

Technical assistance provided to address discrepancies or deficiencies in the SFA's Civil Rights procedures identified from the Off-site Assessment Tool: Resources were sent to the sponsor the day of review.

810. Non-discrimination on appropriate Program materials?**Finding 9000: Other Finding****Technical Assistance:**

Documents more than one page front and back must include the full non-discrimination statement rather than the short version.

1602. On-site observation validate Off-Site Assessment Tool responses to SFSP & SBP Outreach questions?**Finding 9000: Other Finding****Technical Assistance:**

The sponsor was unaware of the requirement to notify households of the availability of summer meals even if the SFA is not operating the program. Technical assistance was provided onsite. The sponsor is now aware of the requirement and will refer households to the IDOE SFSP webpage to find available summer sites. This will be accomplished through a newsletter to the household or via the school website.

SNP Administrative Review Findings

North Vermillion Community School
Corporation (8010)

Program Year 2019

North Vermillion Elementary (8403)

5551 N Falcon Dr
Cayuga, IN 47928-8181

Food Service Contact

Mrs. Shelia Lewandowski
Kitchen Manager
(765) 492-7010

Month of Review: October 2018

Date of Onsite Review: November 28, 2018

Meal Components & Quantities - North Vermillion Elementary (8403)

401. DOR - meals selected by students contain all required components/quantities?

Finding 9000: Other Finding

Technical Assistance:

The sponsor offered a cereal choice at breakfast the day of review which was only intended for students who needed a gluten-free breakfast option. The choice was not whole-grain rich but was removed from the line and will only be served for special diets going forward.

410. Review period menus and production records - Quantities and meal pattern requirements met?

Finding 9000: Other Finding

Production records were not completed correctly during the review period. Additionally, some information was missing in the production record format (i.e., vegetable subgroups).

Corrective Action:

The sponsor must complete production records thoroughly and accurately. The reviewer provided production record training onsite for the manager and food service director. Accurately completed production records have been provided to the reviewer. The sponsor agrees to implement the corrective action as written. Additional response is not required.

Technical Assistance:

Production record training was provided onsite.

410. Review period menus and production records - Quantities and meal pattern requirements met?

Finding 9076: Planned menus served during Review month do not meet portion size/quantity requirements.

Productions records were reviewed for the Review Period to determine whether the portion sizes of meal components from the planned menu and served during the Review Period meet the minimum meal pattern requirements for the age/grade group(s) being served. Meals served with insufficient portion size or insufficient quantities of meal components are incomplete and are not reimbursable. Too many entrees containing only one grain equivalent were served over the course of the week. As a result, the weekly grain minimums were not met.

Corrective Action:

The sponsor must ensure that daily minimum grain servings offered add up to at least the minimum weekly servings required per USDA regulations. The sponsor must also review crediting information for products to ensure the accuracy of the portion sizes of menu items planned. Planned menu corrections have been provided to the reviewer. The sponsor agrees to implement the corrective action plan as listed. Additional response is not required.

Technical Assistance:

The school was provided technical assistance during the on-site visit. It is highly recommended for the sponsor to utilize the certification worksheets for all weeks of the cycle menu.