



**SNP Administrative Review Findings**  
*Program Year 2022*

**Our Lady of Perpetual Help School (K070)**

**Our Lady of Perpetual Help School (K070)**  
1752 Scheller Lane  
New Albany, IN 47150-2493

**Food Service Contact**  
Ms. Shelly Embry  
Cafeteria Manager  
(812) 944-7676  
cafeteria@olphna.org

**Executive Contact**  
Mr. Steve Beyl  
Principal  
(812) 944-7676  
sbeyl@olphna.org

No. of Sites / Reviewed: 1 / 1  
Month of Review: January 2022

**Commendations**

- \* The interim cafeteria manager was organized for the Administrative Review. She was eager to learn and demonstrated the desire to run a compliant program. The food service staff were friendly and offered nice customer service to the students. The serving line and garden bar area were very clean.

**Technical Assistance**

- \* The sponsor found a mistake that some students were counted as taking the reimbursable meal when they had left the building before lunch was served which resulted in an overclaim. The treasurer was able to match the attendance records to the meal count records and the reviewer validated the count. The May 2021 lunch claim was revised by 107 less meals and the December 2021 lunch claim was revised 136 less meals. The reviewer observed the interim Food Service Director correct the claims. No further action is required.
- \* Indirect costs are to be equitable for all federally funded programs. The National School Lunch Program was charged for indirect costs and Title 1 is also a federally funded program which was not charged indirect costs.

**No Findings during Review**



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Our Lady of Perpetual Help School (K070)

Program Year 2022

**Our Lady of Perpetual Help School  
(B060)**

1752 Scheller Lane  
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**Food Service Contact**

Mrs. Shelly Embry  
Cafeteria Manager  
(812) 944-7676

Month of Review: January 2022

Date of Onsite Review: March 3, 2022

**Meal Components & Quantities - Our Lady of Perpetual Help School (B060)**

*410. Review Period- planned menu quantities meet the meal pattern requirements*

**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 group K-8 being served. The grain component did not meet the minimum amount for the week with the alternate entrée choices for the hot dog and the baked potato with roll. The menu planner is reminded to plan menus that meet all components in both the daily and weekly serving sizes.

**Corrective Action:**

The reviewer explained how to read and calculate grains equivalencies using the USDA grain chart. The FSD stated that she would find a larger dinner roll for the baked potato and offer pretzels with the hot dog to reach the weekly amount.

**Technical Assistance:**

The school was provided technical assistance during the on-site visit. No further action is required.