



SNP Administrative Review Findings

Paramount School of Excellence (9680)

Program Year 2026

Paramount School of Excellence (9680)

1203 E. St. Clair Street
Indianapolis, IN 46202-3590

No. of Sites / Reviewed: 7 / 2
Month of Review: December 2025

Food Service Contact

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FSMC: Aramark

Executive Contact

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Chief Operating Officer
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Commendations

- * The SFA provides signage at sites in both English and Spanish.
- * The SFA and staff are very organized and prepared for the review.
- * The SFA has created a meal irregularity documentation form to retain in addition to marking substitutions on production records.
- * The SFA notifies the public of wellness policy through many different communication methods.
- * The school offers a wide variety of fruits, vegetables, and entrees for students.

Resource Management Comprehensive Review - Paramount School of Excellence (9680)

769. Indirect Cost Rate Agreement

Finding 9000: Indirect Costs

The review identified direct charges for utilities that should have been covered through indirect costs charged to the non-profit school foodservice account. As a result, the SFA is required to complete a restoration of the funds for program year 23-24 and 24-25.

Corrective Action:

The SFA must restore to the Non-profit School Food Service Account (NSFSA) all unallowable and unsupported costs identified during the review for program years 23-24 and 24-25. The restoration must be made using non-federal funds. For corrective action, submit documentation of the restoration to the 0800 using non-federal sources. Additionally, please create a standard operating procedure that requires more than one person to review the monthly reconciliation of all costs charged to the NSFSA.

Technical Assistance:

Technical assistance was provided the day of review.

General Program Compliance - Paramount School of Excellence (9680)

1403. Review of agricultural food components indicates violations of the Buy American provision

Technical Assistance: USDA Buy American Provision Updated Policy Guidance

USDA has recently updated guidance to program sponsors regarding the Buy American provision. The following are some of the Buy American requirements that have been codified in regulations: Two limited exceptions when non-domestic foods may be purchased by school food authorities; A new threshold for school food authorities that use exceptions (in SY 2025-26, the non-domestic food purchases cap will be 10 percent); The requirement for SFAs to maintain documentation to demonstrate the use of exceptions. Visit the following website to view additional requirements: <https://www.fns.usda.gov/cn/buy-american-provisions>. A recorded webinar on updates to the Buy American provision can be found here: <https://www.fns.usda.gov/cn/buy-american-provisions/webinar>. A copy of the USDA Buy American tracking tool can be downloaded here: <https://www.fns.usda.gov/sites/default/files/resource-files/SP23-2024a.xlsx>.



SNP Administrative Review Findings
Program Year 2026

Paramount School of Excellence (9680)

**Andrew J Brown Charter School
(5488)**
1203 E. St. Clair Street
Indianapolis, IN 46202-3590

Food Service Contact
Mr. Tyrek Swanigan
Operations Manager
(463) 276-7707

Month of Review: December 2025
Date of Onsite Review: January 14, 2026

Meal Counting & Claiming - Andrew J Brown Charter School (5488)

324. Review Period- there were no questionable patterns in the reported meal counts by category. Reviewer: Compare eligibles and average daily attendance within the site claim.

Technical Assistance: Meal Counting

Meal count sheets are used for each classroom for breakfast since sites implement breakfast in the classroom. Fewer points of sale are the best practice for reducing the risk of errors when manually consolidating meals for monthly claims. This can be implemented by having 1-2 points of sale in the morning near student entrances for a grab and go breakfast.

Meal Components & Quantities - Andrew J Brown Charter School (5488)

401. Day of Review- all meals observed and counted for reimbursement contained all of the required meal components

Technical Assistance: Offer vs Serve

As observed on the day of review, seven lunches served to students were not counted for reimbursement due to not containing a fruit or vegetable serving. While this process is accurate, one teacher counting meals had to be reminded by the reviewer that incomplete meals cannot be claimed. For OVS requirements, one of the three components on the tray must be a fruit or vegetable to be considered a reimbursable meal. Incomplete meals cannot be claimed.

404. Day of Review- signage explaining the reimbursable meal was posted near/at the beginning of the service line and did not promote water or any other beverage as an alternative to milk

Technical Assistance: Signage

Additional signage or larger meal pattern and OVS signage near the serving line would be beneficial for students to understand what constitutes a reimbursable meal.

500. Day of Review- Offer vs. Serve was properly implemented

Finding 9078: School is not properly implementing Offer vs. Serve.

As observed on the day of review at both sites, teachers and food service staff did not demonstrate a clear understanding of OVS and its requirements. Where a student selected a reimbursable meal, the student was made to select an additional item(s).

Corrective Action:

As corrective action, retrain teachers and food service staff in OVS requirements, including the daily enforcement of OVS



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Program Year 2026

requirements. Provide written documentation of the training, including the date, the agenda, and a sign-in sheet of attendees and certificates.

Technical Assistance:

The school was provided technical assistance during the on-site visit. Training courses are available on Moodle - <https://moodle.doe.in.gov/>.



SNP Administrative Review Findings

Paramount School of Excellence (9680)

Program Year 2026

Paramount Cottage Home (0139)

1203 E. St. Clair Street
Indianapolis, IN 46202-3590

Food Service Contact

Ms. Amie Smith
Operations Manager
(463) 231-2880

Month of Review: December 2025

Date of Onsite Review: January 15, 2026

Meal Components & Quantities - Paramount Cottage Home (0139)

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

Technical Assistance: Production Records

The SFA is reminded to ensure that production records are completed fully for all items served. The production record for one day during the menu certification week did not document the amount of all items served. The contents of the Wow Butter sandwich pack are listed, however, the served amount for the cheese stick and goldfish included in the pack are not recorded.

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

Finding 10133: Insufficient servings of Grains, Meat/Meat Alternate, Vegetables, Fruits, and or Milk were planned or served during the Menu Certification week

The NSLP meal pattern has requirements that must be met both daily and weekly for all components. During the review of planned NSLP menus for the menu certification week, the following insufficiencies were noted: the minimum weekly grain requirement was not met.

Corrective Action:

As corrective action, complete the Meal Pattern training found on the Moodle website and provide the certificate as proof of completion. Additionally provide an updated planned menu and menu certification demonstrating menus were updated and are now compliant.

Technical Assistance:

The IDOE Moodle website is found here: <https://moodle.doe.in.gov/>

Meal pattern requirements can be found here: <https://www.in.gov/doe/nutrition/national-school-lunch-program/>

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

Technical Assistance: Production Records

Production records were reviewed for the review period to determine whether the portion sizes of meal components from the menu planned and served during the review period meet the minimum meal pattern requirements for the age/grade group(s). Since OVS is not implemented for kindergarten and 1st grade, the serving sizes for these grades should be broken out if one production record will be used. This will demonstrate that the required daily minimum of 3/4 cup of vegetables is served to these grades.