

SNP Administrative Review Findings

Perry Township Schools (5340)

Program Year 2024

Perry Township Schools (5340)

6548 Orinoco Avenue
Indianapolis, IN 46227-4820

Food Service Contact

Mrs. Erin R Coleman
Director of Child Nutrition
(317) 789-3745
ecoleman@perryschools.org

Executive Contact

Mr. Chris Sampson
Associate Superintendent
(317) 789-3710
csampson@perryschools.org

No. of Sites / Reviewed: 24 / 4
Month of Review: January 2024

Commendations

- * All kitchens observed were extremely clean including food storage areas. The staff does a wonderful job and they seem to take pride in their work.
- * The SFA was very prepared for the on-site review. All requested documents were readily available and well organized.

Technical Assistance

- * During on-site meal observations, noise levels in some of the reviewed schools were controlled by turning off the lights in the cafeteria. At one school observed, breakfast was completely dark for the entire meal service including while students were eating. While using this method for brief moments to get student attention is a common practice, having students eat in total darkness can lead to a negative experience in the cafeteria and with food in general, as well as lead to safety concerns. The school should explore alternatives to children eating in darkness to control talking/noise levels.

Meal Counting & Claiming - Perry Township Schools (5340)

316. Meal counts for all schools for the review period were correctly consolidated and claimed by the SFA

Finding 9000: Insufficient servings of Grains, Meat/Meat Alternate, Vegetables, Fruits, and or Milk were planned or served during the Menu Certification week

The meal pattern has requirements that must be met both daily and weekly for all components. During the review of planned elementary school menus for the menu certification week, there were insufficient serving sizes offered for grains at breakfast. The alternate entrée offered each day only consists of one grain. Daily requirements are met but weekly requirements are insufficient.

Corrective Action:

As corrective action, provide revised elementary school menus showing the meal pattern is met for the daily and weekly requirements for each grade group being served. Additionally, complete the Meal Pattern training found on the Moodle website and provide the certificate as proof of completion.

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/>

SNP Administrative Review Findings

Perry Township Schools (5340)

Program Year 2024

Douglas MacArthur Elementary (5338) Food Service Contact
6548 Orinoco Avenue
Indianapolis, IN 46227-4820
Ms. Jeri White
Manager
(317) 789-2545

Month of Review: January 2024
Date of Onsite Review: February 21, 2024

Other Federal Programs - Douglas MacArthur Elementary (5338)

1700. ASSP – areas identified requiring TA, CA?

Technical Assistance - Snack Components

The SFA is reminded to instruct all employees preparing fruits that they must portion fruits into 3/4c serving size to meet after school snack meal pattern requirements. The component size for a fruit or vegetable in ASSP is ¾ cup or 6 ounces.

1700. ASSP – areas identified requiring TA, CA?

Technical Assistance - Snack Menu

Many students attend after school care but many do not participate in After School Snack. Students surveyed stated they would like fruit juice and grain items rather than cupped fruit and meat/meat alternates. Modifying the menu and providing variety may help elevate participation.

SNP Administrative Review Findings

Perry Township Schools (5340)

Program Year 2024

Douglas MacArthur Kindergarten Academy (Z044)
6548 Orinoco Avenue
Indianapolis, IN 46227-4820

Food Service Contact
Mrs. Edie Kistner
Food Service Manager
(317) 782-2200

Month of Review: January 2024

Date of Onsite Review: February 20, 2024

Meal Components & Quantities - Douglas MacArthur Kindergarten Academy (Z044)

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

Finding 9000: Sweet Grains

The second entree option each day consists of PBJ Uncrustable, cheese stick, and grahams. Grahams are considered a sweet grain and can only contribute 2oz grain equivalent toward meal pattern requirements over the course of the week.

Corrective Action:

The SFA will submit as corrective action a revised lunch cycle menu that shows they are not crediting more than 2oz sweet grain equivalents during the course of the week.

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

Technical Assistance - Crediting Documentation

The SFA is reminded to always secure adequate crediting documentation for all foods served. Adequate crediting documentation would be the CN label or Product Formulation Statement. Many of the crediting documents provided were only spec sheets from the manufacturer.

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

Technical Assistance - Share Table

Share table operations were discussed during the on-site review. Many students selected pre-packaged foods, chose not to eat them, and then threw them away. The SA provided technical assistance on proper share table procedures and how to implement one in the future if they choose.

SNP Administrative Review Findings

Perry Township Schools (5340)

Program Year 2024

Mary Bryan Elem. School (5322)

6548 Orinoco Avenue
Indianapolis, IN 46227-4820

Food Service Contact

Mrs. Lisa Wright
Manager
(317) 789-2645

Month of Review: January 2024

Date of Onsite Review: February 22, 2024

General Program Compliance - Mary Bryan Elem. School (5322)

904. Corrective action in the general areas of review that are readily observable was required as a result of on-site monitoring

Technical Assistance - Share Table

A share table is meant to allow students access to additional foods after they have finished their meal if they are still hungry. The SFA must ensure they are utilizing the share table for this purpose, and not for the sole purpose of food recovery to be directly donated to an outside organization. Foods used for breakfast and lunch are purchased with Child Nutrition funds; therefore, these foods should be utilized within the schools to the greatest extent before donating to an outside source.

SNP Administrative Review Findings

Perry Township Schools (5340)

Program Year 2024

Perry Township Pre-School (5362)

6548 Orinoco Avenue
Indianapolis, IN 46227-4820

Food Service Contact

Ms. Karen Breedlove
Manager
(317) 789-3945

Month of Review: January 2024

Date of Onsite Review: February 23, 2024

Meal Counting & Claiming - Perry Township Pre-School (5362)

318. Day of Review- each meal service line provides an accurate count by eligibility category at the point of service

Technical Assistance - Meal Counting using mobile Point-of-Sale device

The SFA is reminded that purchasing a mobile POS device for remote service meal tracking is an allowable expense from the non-profit food service account. At the reviewed school, staff were checking students off by name then entering them into the POS system after students were served due to serving in the gym and not having a mobile POS device.

Meal Components & Quantities - Perry Township Pre-School (5362)

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

Finding 9000: Signage explaining what constitutes a meal

The sponsor did not have correct signage. OVS signage was displayed on the wall; however, this site does not utilize OVS.

Corrective Action:

The sponsor will change signage to appropriately show all components/items that are included with each lunch and breakfast. They will submit a photo of the new signage as corrective action.

405. Day of Review- Family Style Meal Service is implemented correctly

Technical Assistance - Serving Line

The SFA should explore options to simplify serving. Currently, meals are plated in the kitchen, placed in a cart, transported to gymnasium, then served. The SA suggests transporting the food in hotel pans/trays in hot/cold carts to the gymnasium, setting up a mobile serving line (a table), and plating meals on the serving line like a traditional lunch line. This would greatly decrease the number of staff needed to serve meals, which would allow time for kitchen staff to take the meal count instead of the classroom teacher.

General Program Compliance - Perry Township Pre-School (5362)

1408. Temperature logs are available

Technical Assistance - Temperature Logs

The school uses an online tracking system for temperatures. As a reminder, save all temperatures taken especially for foods. Currently, if the school cooks multiple trays/pans of the same food, the current procedure is to only take and save the temperature from one tray/pan. A best practice is ensuring accurate temperature records are maintained for all foods prepared.