

SNP Administrative Review Findings**Randolph Southern School Corp (6805)***Program Year 2024***Randolph Southern School Corp (6805)**

1 Rebel Drive
Lynn, IN 47355-8947

Food Service Contact

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No. of Sites / Reviewed: 2 / 2
Month of Review: December 2023

Commendations

- * The food service staff did a terrific job planning, organizing, and preparing for their 2023 Administrative Review. Staff were very professional and conscientious about meeting the School Nutrition Program Requirements. The reviewer loved how staff interacted with the students on the serving line!

Certification and Benefit Issuance - Randolph Southern School Corp (6805)

130. Household notification of denied benefits is consistent with FNS requirements

Finding 9000: Household Notification Letter

The household notification letters for all instances do not have the entire USDA non-discrimination statement.

The non-discrimination statement should be included in its entirety as found here: [USDA Nondiscrimination Statement | Food and Nutrition Service](#)

Corrective Action:

During the onsite visit this was corrected, and a sample version was uploaded into the CNPweb review tool. Confirm the process for ensuring the full statement will be included and checked for accuracy each school year prior to distributing the notification letters.

Technical Assistance:

A technical assistance was conducted for this specific finding.

Resource Management - Randolph Southern School Corp (6805)

711. SFA charged for adult meals?

Technical Assistance- Calculating Adult Meal Prices

Adult meal prices are sufficient, but all factors are not added into the equation when calculated. A guidance sheet was given to the staff on 10/27/2023 and again during the 01/26/24 administrative exit meeting.

Resource Management Comprehensive Review - Randolph Southern School Corp (6805)

767. Nonprogram Revenue and Food Cost Ratio

Finding 9000: Revenue vs. Expenses

The SFA found that its revenue ratio was slightly less than its food cost ratio. A la carte prices are not priced at least 2-2.5 times the raw price.

Corrective Action:

Review current food costs and a la carte prices and consider immediate changes, where necessary. Upload into the review tool a school year 2024-25 price list for all a la carte items, keeping in mind that food costs could continue to rise. Confirm these prices will be implemented and that a non-program revenue tool will be used regularly and at a minimum annually to ensure that the revenue is more than expenses.

Technical Assistance:

A discussion was held with the FSD on this finding during the resource management review and while onsite.

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Program Year 2024

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769. Indirect Cost Rate Agreement

Technical Assistance- Indirect Cost

The amount your SFA may charge the non-profit food service account should be calculated off the current year expenses using the indirect cost rate you applied for the prior year.

General Program Compliance - Randolph Southern School Corp (6805)

1007. On-site observations validate Off-Site Assessment Tool responses to Local School Wellness Policy questions and responses demonstrate compliance with FNS requirements

Finding 9000: Wellness Assessment Requirement

The wellness assessment is partially completed. An assessment of your school wellness policy must be conducted a minimum of once every three years, per federal regulations. This assessment must be fully completed.

Corrective Action:

Acknowledge that your SFA understands the wellness requirement of assessing it at least one time every three years. Also, upload a copy into the review tool of your fully completed wellness assessment.

Technical Assistance:

A discussion about the wellness policy and procedures occurred during the onsite visit.

1602. On-site observations validate Off-Site Assessment Tool responses to SFSP and SBP Outreach questions and responses demonstrate compliance with FNS requirements

Technical Assistance- Breakfast Outreach

Studies show that eating breakfast is vital to helping students learn and be successful. In December 2023, on average only 120 out of 502 students ate school breakfast each day. Eating breakfast at school or home should be promoted in every way possible. Since the first week of March is National Breakfast Week, consider this a time to annually promote the importance of eating breakfast.



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Randolph Southern School Corp (6805)

Program Year 2024

Randolph Southern Elementary (7113) Food Service Contact
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Month of Review: December 2023

No Findings during Site 7113 Review

SNP Administrative Review Findings

Randolph Southern School Corp (6805)

Program Year 2024

Randolph Southern Jr-Sr High (7121)

1 Rebel Drive
Lynn, IN 47355-8947

Food Service Contact

Mrs. Jenna Marquis
Food Service Director
(765) 874-2541

Month of Review: December 2023

Date of Onsite Review: January 23, 2024

Meal Components & Quantities - Randolph Southern Jr-Sr High (7121)

403. Day of Review- fluid milk (or allowable substitutions) was available in at least two allowable varieties throughout the serving period on all meal service lines

Technical Assistance- Milk Choice

The students must always be able to choose for themselves which kind of milk they would prefer. Food servers should not select milk for the students.

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

Technical Assistance- Fruit/Juice Offered for Breakfast

During the breakfast observation all students were given the juice and only one student grabbed an orange too. Students should be able to decide on their own whether they want a juice or not. As for increasing the fresh fruit intake, consider making it more appealing by peeling it, cutting it into pieces, individually bagging it, or placing it in a fun bowl that gets the students' attention vs. a dull metal pan that is placed back by the food server. Maybe even decorate one piece of the fruit and place it on the edge of the serving container. Lastly, suggest to the students that they eat the fresh fruit later as a snack.