



SNP Administrative Review Findings

Rooted School Indianapolis (9170)

Program Year 2026

Rooted School Indianapolis (9170)

5750 E 30th Street
Door 12
Indianapolis, IN 46218-3314

Food Service Contact

Mr. David McGuire
School Principal/School
Leader/Interim FSD
(317) 606-3500
dmcguire@rootedschoolindy.org
FSMC: SSD Management

Executive Contact

Ms. Ma'at Lands
Executive Director
(317) 606-3500
mlands@rootedschoolindy.org

No. of Sites / Reviewed: 1 / 1
Month of Review: February 2026

Commendations

- * All documents were organized and well prepared for the administrative review.
- * The school posts a dietary accommodations guidelines flow chart on the website for helpful information for families.
- * The site follows OVS guidelines but encourages students to take all components of the lunch meal when students inquire if they are required to take a milk.

General Program Compliance - Rooted School Indianapolis (9170)

808. On-site observations validate Off-Site Assessment Tool responses to Civil Rights questions and responses demonstrate compliance with FNS requirements

Technical Assistance: Civil Rights Training

The food service director has not completed civil rights training. All staff members and volunteers who complete tasks for the school food service program must complete civil rights training annually.

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

Finding 10140: Wellness Policy Review and Update *Repeat Finding

The following findings were noted regarding the review and update of the local school wellness policy:

The results of the most recent assessment of the local school wellness policy are not available. Documentation must be retained and made public.

Corrective Action:

As corrective action the following must occur:

- LEAs must assess the wellness policy every 3 years, at a minimum. This assessment will determine compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy. The local school wellness policy must be reviewed and updated by the wellness committee. A copy of the assessment and updated wellness policy must be submitted to the State Agency.
- The LEA must permit participation by the general public and the school community in the review and update of the wellness policy. The policy must be re-assessed with input from all interested stakeholders as through the wellness committee. Provide documentation of notification used to inform households of the re-assessment of the local school wellness policy. Once the re-assessment occurs, provide documentation of the assessment.
- Provide proof that the results of the most recent assessment have been communicated to the public, including progress toward meeting the goals of the policy.

Technical Assistance:

Wellness policy resources can be found at the following website: <https://www.in.gov/doi/nutrition/wellness-policies/>.



SNP Administrative Review Findings

Rooted School Indianapolis (9170)

Program Year 2026

1212. New School Nutrition Programs Director met hiring requirements

Technical Assistance: School Nutrition Programs Director

The current school-appointed Food Service Director is based on an Interim status. As a reminder, Rooted School Indianapolis will need to submit a School Nutrition Director Hiring Form as soon as they have a prospective new Food Service Director. The new Food Service director must be onsite daily and manage the child nutrition programs. The Interim FSD cannot continue to be an Interim FSD for an extended period of time. The hiring form can be found here https://docs.google.com/forms/d/e/1FAIpQLSfbBtWWazTWP-d9QH_qUHy1O8QyPg8G3iOqHUZ5k1m64LquEQ/viewform.

1213. New School Nutrition Programs Director met food safety certification training requirements

Technical Assistance: Food safety certification training requirements

Food safety certification training was not completed by the director. As a program requirement, The Institute of Child Nutrition (ICN) or equivalent food safety certification training must be completed and documentation retained by the food service director. Technical assistance was provided on the day of the review. The ICN food safety course can be found here: <https://theicn.docebos.com/pages/40/school-nutrition-dashboard?ctl166=se-%22food%20safety%22>. Additional food safety certification options can be found here: <https://www.in.gov/health/food-protection/food-protection-manager-certification/>.

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

Rooted School Indianapolis (9170)

Program Year 2026

Rooted School Indianapolis (9997)

5750 E 30th Street
Door 12
Indianapolis, IN 46218-3314

Food Service Contact

Mr. Jeremiah Lockett
Operations Associate/Interim FSD
(317) 606-3500

Month of Review: February 2026

Date of Onsite Review: March 4, 2026

Meal Components & Quantities - Rooted School Indianapolis (9997)

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

It was discussed on the day of the review that a share table had previously been implemented but had been terminated due to students placing entire meals on the share table. On the day of the review, it was observed that students tried to go through the line and only take milk or only a juice. It was recommended that the share table be implemented again to encourage students that only want single or additional items to grab from the share table. Implementing share table rules and expectation to explain to students what items may be placed on the table will be beneficial. Additionally, please be sure to keep an ice tray or cooler on the table for milk to remain in temperature.

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

Technical Assistance: Food Variety in Menus

The intent of the Child Nutrition Program is to provide a variety of nutrient-dense foods to students each day. Production records for the review period and onsite observations indicate that students are offered the same breakfast each week for the month of February. Consider planning breakfast menus with more variety in mind using a 2-week cycle. Providing a wide variety of foods from the four components would ensure exposure to more nutrients. Additionally, students would benefit from an additional fruit planned at lunch.

502. Day of Review- signage explaining the OVS reimbursable meal was posted near/at the beginning of the service line

Technical Assistance: Signage

On the day of the review, it was observed that students did not have a clear understanding of OVS as some students grabbed milk with their meal then proceeded to put the milk on the share table when they already had a fully reimbursable meal. Additional larger signage is encouraged to be implemented in the cafeteria and on the serving line to help coach students through the line.

Dietary Specifications - Rooted School Indianapolis (9997)

605. Dietary Specifications (Calories, Saturated Fat, Sodium, and Trans Fat) were met for the appropriate age/grade group being served. How is the SFA working towards transitional standards for sodium? Add sugar limit technical assistance here.

Technical Assistance: School Nutrition Standards



SNP Administrative Review Findings
Program Year 2026

Rooted School Indianapolis (9170)

USDA Final Rule, Child Nutrition Programs: Meal Patterns Consistent With the 2020-2025 Dietary Guidelines for Americans has established added sugar limits for the following products served in the School Nutrition Programs effective July 1, 2025: breakfast cereals, yogurt, and flavored milk. Weekly added sugar limits are to be implemented beginning July 1, 2027. Additional information and updates to school nutrition standards can be found at the following link:
<https://www.fns.usda.gov/cn/school-nutrition-standards-updates>.