

SNP Administrative Review Findings

Saints Peter And Paul School (K077)

Program Year 2023

Saints Peter And Paul School (K077)

210 Vine Street
Haubstadt, IN 47639-8123

Food Service Contact

Ms. Kathleen Ziliak
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(812) 768-6775
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Executive Contact

Mrs. Megan Howington
Principal
(812) 768-6775
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No. of Sites / Reviewed: 1 / 1
Month of Review: October 2022

Commendations

- * The staff did a great job organizing and preparing for the Administrative Review. In addition, all staff was available to learn throughout the day while the review was conducted. This allowed the review to be completed quickly.

Verification - Saints Peter And Paul School (K077)

207. *SFA completed verification and verified applications on file match FNS-742*

Technical Assistance- Verification Summary Report

During the on-site review, the reviewer provided guidance for completing the Verification Summary Report with the Principal. Additionally, each section of the VSR was discussed so the sponsor could understand the information needed to complete the summary report.

Resource Management Comprehensive Review - Saints Peter And Paul School (K077)

766. *Assessing Compliance with the Non-program Foods Revenue/Cost Ratio*

Technical Assistance- Non-Program Revenue

The sponsor used several spreadsheets for a one-month reference period to assess the compliance of the non-program revenue/cost ratio. When the spreadsheets were consolidated with the USDA non-program revenue tool, the revenue and costs were incorrectly calculated, providing additional revenue that would be needed to comply with standards. During the on-site review, the reviewer provided a non-program interactive tool to help the sponsor accurately determine the revenue/cost ratio. Once the new tool was completed, it was determined the review/cost ratio was sufficient.

General Program Compliance - Saints Peter And Paul School (K077)

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

Technical Assistance- Racial/Ethnic Data Categories

After a review of the racial/ethnic categories, it was determined the sponsor needs to add the unknown option for the ethnic section to align with the requirements for FNS 113.1. In addition, the Principal contacted the Administrator of School Support Operations to report the centralized systems needed an update. As a result, the software company has deployed an update to have the schools' systems sync data that includes all the R/E categories.

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

Technical Assistance- Nutritional Guidelines for All Food and Beverages Sold

After a review of the local school wellness policy, it was determined the language is outdated for Smart Snacks. The reviewer provided guidance for the beverage and food requirements that could be pulled into the policy. The principal contacted the Administrator of School Support Operations to report the wellness policy will need to be updated. The updates were sent out sponsor-wide so schools could adopt the updated language.

SNP Administrative Review Findings**Saints Peter And Paul School (K077)****Program Year 2023****Saints Peter & Paul School (B125)**

210 Vine Street
Haubstadt, IN 47639-8123

Food Service Contact

Mrs. Kathleen F Ziliak
Cafeteria Manager
(812) 768-6775

Month of Review: October 2022

Date of Onsite Review: November 2, 2022

Commendations

- * The kitchen and cafeteria were clean. The bulletin board in the cafeteria was eye-catching and even included drawings from the students of their favorite lunch!

Meal Counting & Claiming - Saints Peter & Paul School (B125)

323. Review Period- daily lunch counts by category do not exceed the number of attendance-adjusted eligible students by category

Technical Assistance- Eligibility Section for Claims

The edit check shows higher eligibility because preschool is listed. However, these students do not have access to meal service. During the on-site review, the school was able to pull a report by grade to explain why the eligibles were reported lower than what was on the monthly edit check used for claim submission. This report should be included with each monthly claim submission paperwork to support the difference.