



SNP Administrative Review Findings

Sheridan Community Schools (3055)

Program Year 2020

Sheridan Community Schools (3055)

24795 Hinesley Road
Sheridan, IN 46069-9371

Food Service Contact

Ms. Nancy Mosna
Food Service Director
(317) 758-4431

Executive Contact

Ms. Mary Roberson
Superintendent
(317) 758-4172

No. of Sites / Reviewed: 3 / 1
Month of Review: January 2020

Commendations

- * The FSD has done an excellent job to pull the food service account balance out of the negative. She is very conscientious and was well prepared for the review. Food service staff were friendly and open to suggestions to make the food service department even better.

No Findings during Review

SNP Administrative Review Findings**Sheridan Community Schools (3055)****Program Year 2020****Sheridan High School (2463)**

24795 Hinesley Road
Sheridan, IN 46069-9371

Food Service Contact

Ms. Susan W Gossard
Site Manager
(317) 758-4431

Month of Review: January 2020

Date of Onsite Review: February 25, 2020

Meal Components & Quantities - Sheridan High School (2463)

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

Technical Assistance:

Cashiers and the reviewer discussed Offer versus Serve requirements for breakfast during the meal service observation. The cashiers will need additional training on these requirements. The reviewer suggested that each component served be viewed at as an "item" to follow along with OVS rules as they pertain to breakfast. This will help cashiers to count "items" in their heads as students go through the line.

402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served

Technical Assistance:

Some menu items at breakfast did not credit as intended. There was one cereal item that was not whole grain and therefore did not have a product formulation statement. This item is then subject to the Exhibit A Grains Tool for crediting. As purchased, the item can credit as 1 ounce equivalent of grain rather than 2 oz equivalent. Additionally, staff were unaware that the muffin as purchased should have been a 1 oz equivalent instead of 2 oz equivalent. The SFA will review menu items to ensure proper crediting documentation is on file.

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

Technical Assistance:

The reviewer and FSD discussed some areas where production records can be improved. The SFA should be recording a la carte and adult sales in each category as well as making sure that the "Total Purchase Units" and "Total Student and Total Adult Meals" sections are completed daily. If serving sizes are different for Grades 6-8 than 9-12, the SFA must record the difference in serving sizes and amount prepared for each grade grouping separately.

General Program Compliance - Sheridan High School (2463)

1409. On-site or off-site storage violations were observed

Kitchen Cleanliness**Technical Assistance:**

It was noted that there was debris and general uncleanliness under the equipment in the kitchen and serving line. Additionally, the floors in the kitchen have a dirty "ring" around the baseboards that needs to be cleaned. Please make sure that the areas under equipment and around the edge of the kitchen are cleaned daily and are free from dropped food and dirt.