

SNP Administrative Review Findings

Speedway Public Schools (5400)

Program Year 2022

Speedway Public Schools (5400)

5357 W 25th St
Speedway, IN 46224-3905

Food Service Contact

Kyle Trebley
Superintendent
(317) 244-0236
ktrebley@speedwayschools.org
FSMC: Aramark

Executive Contact

Mr. Kyle Trebley
Superintendent
(317) 244-0236
ktrebley@speedwayschools.org

No. of Sites / Reviewed: 6 / 2
Month of Review: December 2021

Commendations

- * At both review schools, kitchens were clean, and staff were friendly and open to furthering their knowledge of Child Nutrition Programs.
- * Great, personalized service was provided to assist students in selecting a reimbursable meal.

Technical Assistance

- * The date section of the food temperature log was not legible and therefore was not completed in some instances. Additionally, the incorrect production record was printed. Going forward the correct production record format will be used to allow for food temperatures to be recorded directly on the record. The completed production record must also include the purchase units of each item used.
- * While the wellness policy is updated and well-written, the language needs to be updated to ensure USDA requirements for School Meals are met rather than the Dietary Guidelines for Americans. The USDA requirements are based off the Dietary Guidelines but are more specific when implementing at the school level.
- * During the review it was observed that for the kindergarten and first grade group, the last student in line only had 9 minutes to eat their lunch meal. The reviewer met with foodservice staff, the foodservice director, and the principal to discuss possible solutions in increasing the amount of time students have to consume their meal. USDA recommends that the last student to go through line receives 20 minutes to consume their meal.
- * Milk substitution requirements for students with intolerances and allergies were discussed with foodservice staff.
- * The assistant director was reminded extra vegetables such as French fries and tator tots must meet Smart Snacks Requirements if extras are to be sold.
- * Product specification sheets were submitted in place of a product formulation statements (PFS). The issue was corrected but the director was reminded of the requirement to submit a PFS or Child Nutrition Label for processed meat products.
- * A teacher assisting students in selecting meals was corrected in the wording she used to explain what students can take with a meal. The teacher told students to select a fruit or vegetable but was reminded that one fruit or vegetable is a minimum selection and that students can select one or two vegetables plus one fruit.

Resource Management Comprehensive Review - Speedway Public Schools (5400)

765. Adult Meals

Finding 9128: Meals served to adults are not priced sufficiently to cover the overall cost of the meals.

Breakfasts and lunches served to teachers, administrators, custodians, and other adults are not priced so that the adult payment in combination with any per-meal revenues from other sources designated specifically for the support of adult meals (such as State or local fringe benefit or payroll funds, or funding from voluntary agencies) was sufficient to cover the overall cost of the meals. The overall cost of adult meals must include the value of any USDA Foods (entitlement and bonus) used in the preparation of the meals. The minimum price for adult breakfast and lunch meals must be \$2.47 and \$4.57, respectively.

Corrective Action:

Breakfast and lunch served to adults must be priced so that the adult payment is sufficient to cover the overall cost of the meal, including the value of any USDA entitlement and bonus donated foods used to prepare the meal. Since the nonprofit food service account cannot pay or subsidize adult meals, schools must appropriately set adult meal prices. As corrective action the SFA must calculate the number of adult meals sold at the incorrect price, determine the difference, and restore the difference to the food service account using non-federal funds. Supporting documentation for these actions is required. If the adult meal price is increased to the minimum for this year and restoration of funds are made for those meals already served,

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the corrective action requirement is met. If the SFA does not want to charge the minimum adult meal price for the remainder of the school year, then the SFA must continue to track the number of adult meals, calculate the difference, and repay that amount using non-federal funds, preferably monthly, for the rest of the school year. Please also explain your plan going forward as corrective action. Corrective action has been received; therefore, additional response is not required.

SNP Administrative Review Findings**Speedway Public Schools (5400)****Program Year 2022****Arthur C. Newby Elementary (5901)**

5357 W 25th St
Speedway, IN 46224-3905

Food Service Contact

Kristy Whitehurst
Kitchen Manager
(317) 244-7238

Month of Review: December 2021

Date of Onsite Review: February 9, 2022

Meal Counting & Claiming - Arthur C. Newby Elementary (5901)

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

Finding 9000: Other Finding

Meals for lunch were not counted at the point of service for the first lunch period. The lunch order was utilized as the meal count. Although student orders were confirmed prior to entering the cafeteria, the count was not taken at the point where the meal was served to the student. The process could not be corrected in time for the first meal service. Meals served without a point of service count are not reimbursable; however, since the reviewer did determine that each meal was reimbursable fiscal action will not be applied.

Corrective Action:

Training was provided to the food service director and school foodservice staff. Corrective action was immediately applied but must be ongoing. As corrective action documented point-of-service count training must be provided to staff. Corrective action has been received; therefore, additional response is not required.

Technical Assistance:

A point-of-service training resource will be provided to the SFA.

Meal Components & Quantities - Arthur C. Newby Elementary (5901)

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

Finding 9076: Planned menus served during Review month do not meet portion size/quantity requirements.

Productions records were reviewed for the Review Period to determine whether the portion sizes of meal components from the planned menu and served during the Review Period meet the minimum meal pattern requirements for the age/grade group(s) being served. While the menu was accurately planned, it was determined the legume vegetable subgroup was not served as a different vegetable was substituted in its place.

Corrective Action:

As corrective action staff executing menu preparation must be trained in basic meal pattern requirements including the vegetable subgroups. Staff must also be trained to make like substitutions to ensure daily and weekly meal pattern requirements are met. Please submit proof of training as corrective action (a dated agenda and sign-in sheet). Corrective action has been received; therefore, additional response is not required.

Technical Assistance:

The school was provided technical assistance during the review. If the planned "baked bean" option was not available another legume could have been purchased and served in its place.

General Program Compliance - Arthur C. Newby Elementary (5901)

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

Finding 9150: Storage violations were observed.

Food items were found that were opened and/or out of original packaging without a label or date.

SNP Administrative Review Findings**Speedway Public Schools (5400)*****Program Year 2022*****Corrective Action:**

The SFA must ensure that all facilities for the handling, storage, and distribution of purchased and donated foods are properly safeguarded against theft, spoilage, and other loss. Food items that are opened and/or out of original packaging must be labeled and dated. Corrections were made the day of review. The food service director reviewed the food safety plan procedure for labeling foods with foodservice staff. Additional response is not required.

Technical Assistance:

Food storage requirements were discussed with foodservice staff the day of review.

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Speedway Public Schools (5400)

Program Year 2022

Carl G. Fisher Elementary (5897)

5357 W 25th St
Speedway, IN 46224-3905

Food Service Contact

Stacie Richardson
Kitchen Manager
(317) 244-7238

Month of Review: December 2021

Date of Onsite Review: February 8, 2022

Meal Components & Quantities - Carl G. Fisher Elementary (5897)

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

Finding 9000: Production Record Documentation

The portion sizes for substituted menu items were not recorded on production records.

Corrective Action:

A training for foodservice staff regarding production record completion is planned for the week of February 14, 2022. Documentation of the training will be submitted as proof of corrective action. Corrective action has been received; therefore, additional response is not required.

Technical Assistance:

Production record requirements were discussed with the director the day of review. Additional technical assistance was provided regarding the menu format. All components/items offered must be listed on the menu. Although these items were offered per production records, the menu posted in the cafeteria did not indicate a fruit or milk was offered. Additionally, the vegetable choices on the menu indicated students can take one vegetable or the other when both choices can be selected.

General Program Compliance - Carl G. Fisher Elementary (5897)

1300. Potable water is free and available to all students during lunch and breakfast

Finding 9164: Free potable water is not available to all students for lunch in each location where lunches are served during the meal service and for breakfast when breakfast is served in the cafeteria.

Corrective Action:

The location of the potable water must be in the meal service area or immediately adjacent to the meal service area. The assistant director corrected the issue the day of review. A water dispenser and cups were placed in the cafeteria for students. Additional response is not required.

Technical Assistance:

The requirement was communicated to cafeteria staff the day of review.

1407. SFA written food safety plan is implemented

Finding 9148: Observations on the Day of Review do not indicate compliance with the SFA's written food safety plan.

Proper cooking methods were not utilized for vegetables served to students. The warmer was used to slowly heat the vegetables rather than an approved cooking method using the stovetop, steamer, or oven.

Corrective Action:

Going forward foodservice staff will utilize approved cooking methods per the recipe for each vegetable/food item. Additional response is not required.

Technical Assistance:

Foodservice staff were provided technical assistance the day of review regarding the goal to move foods through the temperature danger zone as quickly as possible. Additionally, to achieve the best quality vegetables staff was instructed to

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cook as close to serving time as possible. The assistant director was also instructed to utilize the food safety plan as a training resource, regularly training staff on standard operating procedures.

*1409. On-site or off-site storage violations were observed***Finding 9150: Storage violations were observed.**

The SFA must ensure that all facilities for the handling, storage, and distribution of purchased and donated foods are properly safeguarded against theft, spoilage, and other loss. Cans with significant dents on the seams were noted in storage. Damage to the seams of a can allow bacteria to enter and make food unsafe to eat.

Corrective Action:

The assistant director made corrections the day of review by removing the dented cans from the regular storage area and labeling the cans as unusable. Going forward all cans will be evaluated for safe use and unsafe cans will be removed from the regular storage area. Additional response is not required.

Technical Assistance:

Food safety requirements were reviewed with the assistant director the day of review. It is recommended to use the food safety plan as a training tool.

*1502. Records are retained for 3 years***Finding 9000: Production Records**

While production records were maintained it was noted that the records did not contain all required information (i.e., crediting, adult/a la carte portions served versus reimbursable portions served, etc.).

Corrective Action:

Discussion with the food service director revealed the assistant director had been selecting the incorrect production record format in the computer system. The correct version was printed on the day of review and will be utilized going forward. Additional response is not required.

Technical Assistance:

Production record requirements were discussed with the director the day of review.