

SNP Administrative Review Findings

St Charles Borromeo School (K009)

Program Year 2020

St Charles Borromeo School (K009)

4910 Trier Road
Fort Wayne, IN 46815-5019

Food Service Contact

Mrs. Ann Gabet
Cafeteria Manager
(260) 750-7927

Executive Contact

Mr. Robert R Sordelet
Principal
(260) 484-3392

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

Certification and Benefit Issuance - St Charles Borromeo School (K009)

126. Certification: selected applications correctly approved

Finding 9017: Correct implementation of application approval process

The application approval process is not implemented correctly. One application was incorrectly approved.

Corrective Action:

The meal benefit was updated and notification sent to the parents. No further action required.

General Program Compliance - St Charles Borromeo School (K009)

1400. The written food safety plan contains required elements and a copy is available at each school

Finding 9142: The written food safety plan does not contain all the required elements.

The written food safety plan does not comply with the HACCP program criteria described in 7CFR 210.13(c). Missing elements: A Food Safety Plan was not available.

Corrective Action:

A Food Safety Plan is to be completed and available for the Field Specialist to review.

Technical Assistance:

Discussed with Principal and Food Service Director the importance of having a Food Safety Plan for the cafeteria.

SNP Administrative Review Findings

St Charles Borromeo School (K009)

Program Year 2020

St. Charles Borromeo School (A145)

4910 Trier Road
Fort Wayne, IN 46815-5019

Food Service Contact

Mrs. Ann Gabet
Cafeteria Manager
(260) 969-4028

Month of Review: January 2020

Date of Onsite Review: February 17, 2020

Meal Counting & Claiming - St. Charles Borromeo School (A145)

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

Finding 9066: Inaccurate meal counts by eligibility category at the POS.

As observed on the Day of Review, each type of meal service line does not provide an accurate count by eligibility category at the point of service. Pre-school meals were not checked off at the point of service. Teacher came and updated the list of students receiving a hot lunch.

Corrective Action:

School is to update the procedure for counting the pre-school meals at the point of service.

Technical Assistance:

Discussed with Principal, Assistant Principal and Food Service Director about the importance of counting the meals at the point of service by at least checking which students received a hot lunch before turning the list into the cashier.

Meal Components & Quantities - St. Charles Borromeo School (A145)

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. Meals served with insufficient portion size or insufficient quantities of meal components are incomplete and are not reimbursable. Reviewed vegetable subgroups for the entire month and found that 3/4 cup of vegetables were not offered on Jan 21 and Jan 24.

Grains for the Chili entrée did not equal 1 oz. grain. This was the first offense so thus meals will not be taken back.

Corrective Action:

Food Service Director has changed the menu to include 3/4 cup of vegetables in the cycle menu. The chili menu was updated and the staff will serve 1 oz. equivalent grain. A copy of the production records during the next cycle of these menus are to be emailed to the Field Specialist.

Technical Assistance:

The school was provided technical assistance during the on-site visit.