

SNP Administrative Review Findings

St John's Ev Lutheran School (K174)

Program Year 2020

St John's Ev Lutheran School (K174)

6630 Southeastern Ave
Indianapolis, IN 46203-5834

Food Service Contact

Mrs. Kathy Cooper
Food Service Director
(317) 352-9196

Executive Contact

Mr. John March
Principal
(317) 352-9196

No. of Sites / Reviewed: 1 / 1
Month of Review: December 2019

Commendations

- * The food service staff are always well organized and ready to correct issues that are noted. Staff have excelled at the implementation of Offer versus Serve since the last review.

Certification and Benefit Issuance - St John's Ev Lutheran School (K174)

123. On-site observations validate Off-Site Assessment Tool responses to Certification and Benefits Issuance questions and responses demonstrate compliance with FNS requirements

Technical Assistance:

Please make sure that each year the notification letters for application approval/denial, DC benefits, and verification are pulled from the IDOE website. The letters used this school year have program year 2019 on them. Each year, the letters used must reflect the current program year.

126. Certification: selected applications correctly approved

Technical Assistance:

It was noted on one application that the household number did not match the number of names on the application. Please make sure that the number listed in household matches the number of names listed on the application prior to approval. This issue on the selected application did not affect the eligibility determination, so no fiscal action is needed.

Verification - St John's Ev Lutheran School (K174)

206. On-site observations validate Off-Site Assessment Tool responses to Verification questions and responses demonstrate compliance with FNS requirements

Finding 9006: Validation of Off-Site Assessment Tool

On-site observations do not validate Off-Site Assessment Tool responses to Verification questions and/or responses do not demonstrate compliance with FNS requirements. The confirmation review of the verified application was not completed by someone different than the approving official.

Corrective Action:

The SFA must have someone other than the approving official complete the confirmation of the application pulled for verification. Site staff showed understanding of the requirement at the time of review. No further response is necessary.

General Program Compliance - St John's Ev Lutheran School (K174)

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

Finding 9011: Local School Wellness Policy information on the Off-site Assessment Tool not validated, or deficiencies found.

Some of the information gathered on the Off-site Assessment Tool regarding the SFA's Local School Wellness Policy could not be validated during on-site observations. The SFA did not include members outside of the school in the local wellness

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committee, the policy is missing several goals, a section for the marketing of food and beverages as well as advertising to stakeholders.

Corrective Action:

Please outline a timeline for when the wellness committee will be formed and will meet to assess and update the policy as needed.

1214. School Nutrition Programs Director met/will meet annual training requirements

Technical Assistance

Technical Assistance:

Reviewer and site staff discussed future training to get to the required number of training hours.

The Institute of Child Nutrition: theicn.org has trainings that credit as several hours
inTEAM: continue to look for training sessions that meet your needs as a small school

SNP Administrative Review Findings**St John's Ev Lutheran School (K174)*****Program Year 2020*****St. John's Ev. Lutheran School (C400)**

6630 Southeastern Ave
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Food Service Contact

Mrs. Kathy Cooper
Food Service Director
(317) 352-9196

Month of Review: December 2019

Date of Onsite Review: January 30, 2020

Meal Components & Quantities - St. John's Ev. Lutheran School (C400)

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

Technical Assistance:

Production record did not include some required information. The serving sizes were in, but the number of servings used and left over were not completed. Production records must record all planned menu items and have the complete information filled in.

Recipes did not included the serving sizes per item (i.e. salad listed total amount to be served, but not the serving size). Recipes must be standardized and include all pertinent information for recreation. This helps to ensure a consistent product each time and shows proper crediting.