

SNP Administrative Review Findings**St Lawrence Elementary (K165)***Program Year 2022***St Lawrence Elementary (K165)**

6950 East 46th Street
Indianapolis, IN 46226-4703

Food Service Contact

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Executive Contact

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No. of Sites / Reviewed: 1 / 1
Month of Review: February 2022

Commendations

- * The food service staff are to be commended on their hardworking efforts put forth on feeding the children in the community during the Covid pandemic. Also, even with the continuous program changes and staff shortages, they were well prepared and organized for this 2022 Administrative Review. At the same time, the focus of good nutrition for the students was never forgotten. In addition, the kitchen was clean, and the service line and cafeteria were decorated with several informative, colorful, unique, and large meal pattern signs.

Resource Management Comprehensive Review - St Lawrence Elementary (K165)**Indirect Cost Technical Assistance**

Indirect costs can only be charged to the food service account if the account has a positive balance. Should there be a situation arise in the future where the food service account is in the negative, indirect costs cannot be charged. If there is the expectation that the food service account pays for indirect charges for a program year where the food service is in the negative, this must be written and agreed upon in advance.

General Program Compliance - St Lawrence Elementary (K165)**Wellness Policy Triennial Assessment Technical Assistance**

An assessment of your school wellness policy must be conducted a minimum of once every three years, per federal regulations. Sponsors may use this template to organize their assessment and post publicly.

SNP Administrative Review Findings

St Lawrence Elementary (K165)

Program Year 2022

St. Lawrence Catholic School (C280)

6950 East 46th Street
Indianapolis, IN 46226-4703

Food Service Contact

Mrs. Kathleen Prechtel
School Nutrition Director
(317) 543-4931

Month of Review: February 2022

Date of Onsite Review: March 22, 2022

Meal Counting & Claiming - St. Lawrence Catholic School (C280)

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

Finding: Documentation of Breakfast Meal Counts

As observed on the Day of Review, the breakfast meal counts were not always documented at the point of service. Because of this specific finding along with the finding of breakfasts not being validated as creditable, breakfast counts for the month of review (February) and month of the on-site review (March) will be recalculated based on accurate meal counts taken during April and documented at the point of service. All meals claimed for reimbursement must be documented at the point of service. Fiscal action will be taken upon receipt of the required corrective action.

Corrective Action:

Describe the step-by-step procedure implemented to demonstrate breakfast counts will always be marked at the point of service. Once the corrected procedures are implemented in April 2022, the breakfast counts for both February 2022 and March 2022 will be adjusted accordingly.

Technical Assistance:

A technical assistance was conducted on this finding.

Meal Components & Quantities - St. Lawrence Catholic School (C280)

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

Finding: Non-Creditable Breakfasts

The field specialist was unable to determine whether all breakfasts for the day of review contained all the required meal components. The breakfast service lacked oversight by the staff. As the food service director and field specialist walked around to the various classrooms on the day of the breakfast review, many students had to be told to get another item. Because of this specific finding along with the finding of breakfasts not always be marked at the point of service, all breakfasts on the day of review were disallowed. When implementing OVS, the meals must be validated by a trained staff member. Training must include the importance of validating the meal as creditable or not.

Corrective Action:

Describe the step-by-step procedure implemented on how each breakfast will be validated as creditable before being counted and claimed for reimbursement. Once the corrected procedures are implemented in April 2022, the breakfast counts for both February 2022 and March 2022 will be adjusted accordingly.

Technical Assistance:

An extensive technical assistance was conducted on this specific finding.

403. *Breakfast Day of Review- fluid milk (or allowable substitutions) was available in at least two allowable varieties throughout the serving period on all meal service lines*

Finding: Milk variety not offered throughout serving period on Day of Review. *Repeat Finding

As observed on the Day of Breakfast Review, at least two required milk varieties were not available throughout the serving period.

Corrective Action:

A second milk was added on the day of review and will continue to be offered during all breakfasts served. Therefore, no further action is required.

Technical Assistance:

A technical assistance was conducted while onsite.