

SNP Administrative Review Findings

Saint Maria Goretti School (K087)

Program Year 2022

Saint Maria Goretti School (K087)

17104 Springmill Road
Westfield, IN 46074-9673

Food Service Contact

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

Resource Management Comprehensive Review - Saint Maria Goretti School (K087)

767. Nonprogram Revenue and Food Cost Ratio

Technical Assistance: Lunchie Munchie A la Carte Pricing

Technical Assistance:

While the overall food cost to revenue ratio was fine, the individual price for an a la carte Lunchie Munchie did not completely cover the food cost. The need to cover the entire cost of the Lunchie Munchie was discussed with the cafeteria manager and she verbally acknowledged that the price would be raised accordingly to cover the full cost of the menu item.

General Program Compliance - Saint Maria Goretti School (K087)

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: list of equipment and menu items categorized by HACCP process.

Corrective Action:

As part of corrective action, please review the IDOE's resources for HACCP-based Food Safety Plans at <https://www.in.gov/doe/nutrition/food-safety/> to ensure all required components are included in your plan. In addition, submit a complete equipment list for St Maria Goretti along with a complete list of menu items categorized by HACCP process.

1602. On-site observations validate Off-Site Assessment Tool responses to SFSP and SBP Outreach questions and responses demonstrate compliance with FNS requirements

Technical Assistance: SFSP Outreach

Technical Assistance:

Although the SFA does not operate the SFSP, all program sponsors operating School Nutrition Programs must inform households of the availability of SFSP meals through other sponsors. The State Agency provides language through the Weekly Newsletter in early May for sponsors to use to meet this requirement.

SNP Administrative Review Findings**Saint Maria Goretti School (K087)****Program Year 2022****St. Maria Goretti (B216)**17104 Springmill Road
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Cafeteria Manager
(317) 867-3213

Month of Review: January 2022

Date of Onsite Review: February 22, 2022

No Assigned Module - St. Maria Goretti (B216)**Technical Assistance: Pre-K Students and Co-mingling with Other Students****Technical Assistance:**

SFA is currently following the Pre-K meal pattern & serving sizes, despite having the Pre-K students co-mingled with the other K-8 students. The cafeteria manager was provided with information regarding co-mingling and the option to follow the older K-5 meal pattern for all students. This will help reduce the burden of completing a separate production record for the Pre-K students as well as reduce the incidence of Pre-K servings sizes being transposed onto the older K-8 production records.

Resource: <https://fns-prod.azureedge.us/sites/default/files/resource-files/ServingSchoolMealstoPreschoolers.pdf>

Meal Components & Quantities - St. Maria Goretti (B216)

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

Technical Assistance: Vegetable Serving Size on Day of Review**Technical Assistance:**

Prior to the meal service beginning on the Day of Review, it was observed that a 1/2 c portion of green beans was going to be served. The daily minimum vegetable serving size is 3/4 c. Since the green beans had already been prepped for the day, and there was not enough time to prepare more, baby carrots were added to the menu and served in a 1/2 c serving size, in addition to the green beans, to meet the vegetable requirement for the day.

404. *Day of Review- signage explaining the reimbursable meal was posted near/at the beginning of the service line and did not promote water or any other beverage as an alternative to milk*

Finding 9055: No signage explaining what constitutes a reimbursable meal at beginning of service line.

As observed on the Day of Review, signage explaining what constitutes a reimbursable meal is not identified near or at the beginning of the meal service line(s). Even when an SFA is not operating Offer vs Serve, signage indicating what constitutes a reimbursable lunch must be placed at or near the beginning of the meal service line.

In addition, the monthly menu layout states the entrée, followed by the vegetable and fruit options, then "Milk/Juice." This could imply that students can choose between milk or juice as a beverage at lunch. To avoid any confusion and to not promote juice as an alternative to fluid milk, juice should be listed next to the other fruit option, as it credits as a fruit.

Corrective Action:

As part of corrective action, please submit a picture of your updated serving line with the proper reimbursable meal signage posted. In addition, please update your menu layout to ensure juice is not listed as an alternative to fluid milk.

Technical Assistance:

The cafeteria manager was provided technical assistance during the on-site visit. Signage resources can be found on our website at <https://www.in.gov/doe/nutrition/national-school-lunch-program/>

409. *Review Period- all required meal components per weekly meal pattern requirements were offered and served to students*

Finding 9075: Production records/supporting documentation indicate weekly meal pattern requirements for the age/grade group(s) not met. *Repeat Finding

Based on a review of production records and other supporting food crediting documentation for 1 week during the Review Period, January 10-14, 2022, some meals served during the week reviewed did not meet the appropriate daily and weekly meal pattern requirements for the age/grade group(s) being served. Meals missing required meal components during the week reviewed:

*Planned menu for the week did not include bean subgroup.

*Production records indicate that only 1/2 cup of vegetable was served on 3 days during the week (1/10, 1/11 & 1/14).

*Production records indicate that Fritos corn chips were served and credited as a vegetable. Corn chips are considered a grain item.

As the items noted above are a repeat meal pattern finding, meals will be disallowed in the review period. The amount will be deducted from your next claim for reimbursement.

Corrective Action:

The SFA must ensure that all vegetable subgroups are met in their weekly minimum required portion.

The SFA must also ensure students receive a minimum of 3/4 c vegetables per day. As corrective action, please submit four weeks of updated menus, ensuring that all subgroups are met for each week and that students receive the minimum of 3/4 c vegetable daily. In addition, please submit one week of completed production records from the updated menus to verify the planned menu was served.

Technical Assistance:

Menu issues were discussed in detail with the cafeteria manager while onsite.

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. *Repeat Finding

Production 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 sizes or insufficient quantities of meal components are incomplete and are not reimbursable.

Production records indicate that a 2 oz portion by volume (1/4 c) of macaroni & cheese was served on Friday, 1/14, which is less than the daily required minimums of 1 oz m/ma & 1 oz eq grain. The macaroni & cheese PFS states a 6 oz serving (2/3c) equals 2 oz m/ma & 1 oz grain.

In addition, according to production records, the peanut butter & jelly sandwich only contains 2 T of peanut butter, which credits as 1 oz m/ma. If a child selected the PBJ entrée sandwich daily, the weekly meat/meat alternate minimum requirement would not be met.

Furthermore, according to the Product Formulation Statement (PFS) for the Gogurt yogurt tube, it credits as 1/2 oz m/ma. If a child selected the Lunchie Munchie entrée daily, the weekly meat/meat alternate minimum requirement would not be met.

Corrective Action:

As corrective action, along with submitting the updated menus and production records noted in the previous finding, please submit one week of crediting documentation that corresponds to the items served on the production records for the same week.

SNP Administrative Review Findings
*Program Year 2022***Saint Maria Goretti School (K087)****Technical Assistance:**

Options for increasing the meat/meat alternate component in the PBJ sandwich & Lunchie Munchie were discussed with the cafeteria manager while onsite. The importance of collecting the proper CN labels & PFS was also discussed to ensure adequate portion sizes are served to meet the minimum meal pattern requirements. Examples of proper CN labels & PFS were also provided to the cafeteria manager while onsite.

General Program Compliance - St. Maria Goretti (B216)

811. *The USDA "And Justice for All" poster is displayed in a prominent location and visible to recipients of benefits*

Technical Assistance: Outdated "And Justice for All Poster"**Technical Assistance:**

An outdated "And Justice for All" Poster was posted on the serving line. Copies of the updated poster were provided to the cafeteria manager while onsite.

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

Technical Assistance: Date Marking**Technical Assistance:**

Cases of products were not consistently date marked. Please ensure all items are dated consistently when they are received to ensure continued First-In-First-Out (FIFO) inventory management.