

SNP Administrative Review Findings

St Pauls Lutheran School (K020)

Program Year 2020

St Pauls Lutheran School (K020)

1125 S. Barr Street
Fort Wayne, IN 46802-3107

Food Service Contact

Mrs. Julie Trainer
Food Service Director
(260) 424-0049

Executive Contact

Mr. Paul Marinko
Principal
(260) 424-0049

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

Commendations

- * Food Service Director and staff kept very detailed records that made the reviewing process go very quickly.
- * Food Service Director and staff were very cooperative in correcting all they could during the on-site review.

Verification - St Pauls Lutheran School (K020)

210. *Direct Verification of selected applications was conducted according to requirements*

Finding 9043: Requirements for directly verifying applications not met.

The SFA did not follow requirements for directly verifying selected applications.

Corrective Action:

Food Service Director will watch the verification webinar next fall before starting verification. Discussed the procedure in depth. No further action required.

Technical Assistance:

Discussed with Food Service Director the importance of completing the Direct Verification step to minimize the need to send out request letters for documentation.

General Program Compliance - St Pauls Lutheran School (K020)

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. Discrepancies or deficiencies found on-site: The current Wellness Policy list old nutrition standards for Smart Snack foods.

Corrective Action:

Corrective action required to address discrepancies or deficiencies in the SFA's Local School Wellness Policy identified from the Off-site Assessment Tool: School is required to update the Wellness Policy every three years and include updates of nutritional standards.

Technical Assistance:

Technical assistance provided to address discrepancies or deficiencies in the SFA's Local School Wellness Policy identified from the Off-site Assessment Tool: Discussed with Principal and Food Service Director the importance of having an updated Wellness Policy to reflect current federal guidelines.

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: The current Food Safety Plan did not have a list of equipment, process procedures or list of documenting temperature logs.

Corrective Action:

The current Food Safety Plan needs to be updated and a copy kept on file for review by Field Specialist.

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Technical Assistance:

Discussed with Principal and Food Service Director the importance of having an updated copy of the Food Safety Plan in the kitchen.

1403. Review of agricultural food components indicates violations of the Buy American provision

Finding 9000: Technical Assistance

Technical Assistance:

Discussed with Food Service Director the importance of following the Buy American procedures. If an item is not available in the U. S. then staff may need to look for an item that is available or show justification of why they are purchasing the product outside of the U.S. Vendors should never make the determination as to whether the SFA should comply with the Buy American Provision. If a selected vendor states that they cannot provide food that is grown in American, the SFA should seek another vendor that can provide American products. There is no blanket list that exempt SFAs from compliance with the Buy American Provision.

SNP Administrative Review Findings**St Pauls Lutheran School (K020)****Program Year 2020****St. Paul Lutheran School (A245)**

1125 S. Barr Street
Fort Wayne, IN 46802-3107

Food Service Contact

Mrs. Julie Trainer
Food Service Director
(260) 424-0049

Month of Review: December 2019

Date of Onsite Review: January 22, 2020

Meal Components & Quantities - St. Paul Lutheran School (A245)*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. Dark Green vegetable subgroup did not have 1/2 cup serving for the week. The Cold Cut sandwich did not have 1.75 oz. of meat/meat alternate daily, thus did not meet the weekly requirement of meat/meat alternate. The Ground Beef Gravy recipe did not show what is actually being prepared. This is the first time these issues occurred during a review process.

Corrective Action:

Food Service Director updated the Dark Green vegetable subgroup offerings for the cycle menu to include a 1/2 cup of broccoli with the pizza meal. The Cold Cut sandwich was corrected on site by adding another slice of meat to make 1.75 oz. of meat/meat alternate. An updated recipe for the Ground Beef Gravy is to be emailed to the Field Specialist.

Technical Assistance:

The school was provided technical assistance during the on-site visit. Discussed with Food Service Director how to calculate leafy greens and how the current offering did not meet the Dark Green requirements. Discussed that any meat/meat alternate served daily will need to meet the weekly requirements since a child could choose that option daily. Discussed that all recipes need to explain the procedures that are actually taking place when it is prepared. Recommend taking the recipe training in blackboard.

General Program Compliance - St. Paul Lutheran School (A245)*1408. Temperature logs are available***Finding 9149: Temperature logs unavailable for review.**

FNS requires each school in the SFA to maintain temperature logs for a period of six months. Temperature logs unavailable for: Temperature logs were not recorded daily during the month of December for refrigerator, milk box and freezer.

Corrective Action:

A copy of temperature logs for freezer, cooler and milk cooler for the month of February is to be emailed to the Field Specialist.

Technical Assistance:

Discussed with Food Service Director the importance of checking the temperature of freezer, cooler and milk cooler daily at the beginning of the day to be sure all food is safe to prepare.