

**SNP Administrative Review Findings**

**St Peters Lutheran School (K032)**

*Program Year 2024*

**St Peters Lutheran School (K032)**

719 5th St.  
Columbus, IN 47201-6306

**Food Service Contact**

Mrs. Lisa Garrison  
Food Service Manager  
(812) 372-5266  
lgarrison@stpeters-columbus.org

**Executive Contact**

Mr. Paul Meredith  
Principal  
(812) 372-5266  
pmeredith@stpeters-columbus.org

No. of Sites / Reviewed: 1 / 1  
Month of Review: November 2023

**Commendations**

- \* The foodservice staff interacted with the children and took pride in serving their students and teachers. The serving lines, prep areas, and storage areas were clean. The school nutrition records were organized.

**Technical Assistance**

- \* Foodservices does have a food safety plan booklet in the kitchen. This should be reviewed yearly and updated as needed. The Food Service Director should date and sign when the plan was reviewed.
- \* The production records need to be more detailed. Instead of check marks in the boxes for grains and meats, it should reflect the serving size amount.
- \* Foodservice staff must use hair restraints when around food. This could be a visor, baseball cap or the best practice is a hairnet or bonnet.

**Verification - St Peters Lutheran School (K032)**

*208. Documentation demonstrates a confirmation review was conducted and required procedures were followed*

**Finding 9037: Confirmation review not conducted as required.**

Documentation demonstrating that a confirmation review took place was not on file at the SFA.

**Corrective Action:**

During the on-site review the Operations Manager checked the accuracy of the application and then signed as the confirming official. This procedure is understood for the next year's verification process. **No further action is needed.**

**Technical Assistance:**

Technical assistance was provided.

**General Program Compliance - St Peters Lutheran School (K032)**

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

**Finding 9000: Triennial Assessment not completed.**

The triennial assessment for the Wellness Policy was not completed. The Wellness Policy and the triennial assessment were discussed in the Administrative Review Training by this reviewer that the FSD attended.

**Corrective Action:**

**The triennial assessment needs to be completed and submitted as corrective action.**

**SNP Administrative Review Findings**

**St Peters Lutheran School (K032)**

*Program Year 2024*

**St. Peter's Lutheran School (A435)**

719 5th St.  
Columbus, IN 47201-6306

**Food Service Contact**

Mrs. Lisa Garrison  
Food Service Manager  
(812) 372-5266

Month of Review: November 2023

Date of Onsite Review: December 18, 2023

**Meal Components & Quantities - St. Peter's Lutheran School (A435)**

*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 K-8 being served. Meals served with insufficient portion size or insufficient quantities of meal components are incomplete. The meat/meat alternate component should be 9 ounces of meat/meat alternate for the week and only 7 ounces were served. The grain component should be 8 ounces equivalencies and only 7 ounce equivalencies were served. The menu planner is reminded to plan menus that meet all components in both the daily and weekly serving sizes.

**Corrective Action:**

The chef salad only contained 1 grain equivalency and was served more than once for the week. The chicken salad contained 1 ounce of meat and it was served twice. The chef salad will have another grain added to provide two grain equivalencies and the chicken salad will have a serving size that will count as 2 ounces of meat. **If implemented, no further action is required.**

**Technical Assistance:**

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