

**SNP Administrative Review Findings**

**St Pius X, Granger (K361)**

*Program Year 2019*

**St Pius X, Granger (K361)**

52553 Fir Road  
Granger, IN 46530-9162

**Food Service Contact**

Mrs. Shirley A Koloszar  
Administrative Assistant  
(574) 272-4935  
FSMC: Allie's Café

**Executive Contact**

Mrs. Elaine M Holmes  
Principal  
(574) 272-4935

No. of Sites / Reviewed: 1 / 1  
Month of Review: December 2018

**Commendations**

- Great job with meal planning and service. All meals served were fully reimbursable and students have an excellent variety to choose from.
- Record keeping and documentation was very well organized and easily accessible for review.
- Staff has a great rapport with students and is knowledgeable of all program requirements.

**Resource Management Comprehensive Review - St Pius X, Granger (K361)**

*766. Assessing Compliance with the Nonprogram Foods Revenue/Cost Ratio*

**Finding 9000: Revenue from nonprogram foods**

The SFA did not use the nonprogram revenue tool. The SFA has the information to complete the nonprogram revenue tool, however, they did not realize it was a requirement on the program.

**Corrective Action:**

The SFA will track non program revenue and complete the 5 day reference period to assess non program revenue and costs.

A 5 day reference has been completed and is attached to the review tool. By completing the tool, compliance with the requirement was demonstrated as the amount of revenue was enough to cover the expenses.

**Technical Assistance:**

The FSD and I have discussed and agreed that it is a program requirement to track non program revenue and complete the non program revenue tool yearly. The SFA has the ability to do so, and will track non program revenue for the upcoming program years.

**General Program Compliance - St Pius X, Granger (K361)**

*1602. On-site observation validate Off-Site Assessment Tool responses to SFSP & SBP Outreach questions?*

**Finding 9009: SFSP & SBP Outreach 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 SFSP & SBP Outreach procedures could not be validated during on-site observations. Discrepancies or deficiencies found on-site: The SFA does not notify their students of the SFSP.

**Corrective Action:**

The FSD and I have discussed what they will do to notify students of the SFSP. The SFA will include information for SFSP on their website or May newsletter to inform households of the program. No further action is necessary.

**Technical Assistance:**

The SFA must notify students of the Summer Food Service Program, even though they do not participate on the program themselves.

**SNP Administrative Review Findings****St Pius X, Granger (K361)****Program Year 2019****St Pius X Catholic School (D164)**52553 Fir Road  
Granger, IN 46530-9162**Food Service Contact**Mrs. Shirley Koloszar  
Administrative Assistant  
(574) 272-4935

Month of Review: December 2018

Date of Onsite Review: January 24, 2019

**Meal Components & Quantities - St Pius X Catholic School (D164)**

409. Review period production records/documentation - required meal components offered, daily/weekly requirements met?  
Enter data.

**Finding 9000: Food Production Record Keeping**

The production records do not indicate that each child was served a reimbursable meal. The SFA lists all fruits and vegetables served for the day under "salad bar", so it is difficult to tell what is served. The SFA will need to start documenting all fruits and vegetables served each day and how many servings were taken and how many servings were leftover.

The SFA also does not record the type and number of milks served during each meal service.

**Corrective Action:**

The FSD and reviewer discussed what needs to be included on food production records from now on as recorded above. The SFA will provide the state agency with the improved food production records within 30 days from the AR letter mail date.