

SNP Administrative Review Findings**Warsaw Community Schools (4415)****Program Year 2022****Warsaw Community Schools (4415)**

WCS Food & Nutrition Services
1 Administration Drive
Warsaw, IN 46580-4543

Food Service Contact

Mrs. Marcella Franks
Director of School Food & Nutrition
(574) 371-5086

Executive Contact

Dr. David Hoffert
Superintendent
(574) 371-5098

No. of Sites / Reviewed: 12 / 4
Month of Review: October 2021

Commendations:

All facilities visited were clean and organized. Staff were well trained and cooperative. The processes and systems put in place are reflected in a positive and compliant program and indicate a well-run organization. Kudos to Marcie Franks and Stacie Light for all the systems and processes they have developed and put in place. Production records, food temperatures, SOPs, Food Safety Plans were not foreign words to their staff. As a State Agency we are always getting requests to share the names of School Food Authorities who are doing things right. Warsaw will be right at the top of the list. Keep up the great work!

Meal Counting & Claiming - Warsaw Community Schools (4415)

314. SFA is following the approved SFA-SA agreement

Technical Assistance**Technical Assistance:**

Discussed with Food Service Director that After School Snack Program start dates need to be updated to match when the programs are starting.

General Program Compliance - Warsaw Community Schools (4415)

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

Technical Assistance

The Wellness Policy 8510 uploaded to the AR tool is different than what is posted in the Board Documents site and on the Food Service website. Need to ensure both locations post the most current version of the Wellness Policy. Corrected on-site no further action needed.



SNP Administrative Review Findings

Warsaw Community Schools (4415)

Program Year 2022

Baker Youth Club (J400)

WCS Food & Nutrition Services
1 Administration Drive
Warsaw, IN 46580-4543

Food Service Contact

Mrs. Nicole Jackson
Cafe Manager
(574) 269-7211

Month of Review: October 2021

Date of Onsite Review: November 17, 2021

No Findings during Site J400 Review

SNP Administrative Review Findings

Warsaw Community Schools (4415)

Program Year 2022

Lincoln Elementary School (3665)

WCS Food & Nutrition Services
1 Administration Drive
Warsaw, IN 46580-4543

Food Service Contact

Ms. Shannon Stover
Cafeteria Manager
(574) 267-7474

Month of Review: October 2021

Date of Onsite Review: November 17, 2021

Commendations:

The kitchen was very clean and organized. The cashier was out sick, but Stacie jumped right in to help for the day. All staff were very engaged with the students as they came through the line. It was heartwarming to see Ms. Stover, kitchen manager, using sign language with one student who was hearing impaired. The fresh veggies & oranges looked great & really brightened up the lunch line.

Meal Components & Quantities - Lincoln Elementary School (3665)

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

Technical Assistance

Technical Assistance:

Discussed with Food Service Director about checking to see that juice recipes are recording in the menu certification tool as a juice component. All forms have been updated to reflect the juice components.

General Program Compliance - Lincoln Elementary School (3665)

1404. A copy of the written food safety plan is site-specific and available on-site

Technical Assistance

Technical Assistance:

Discussed with Food Service Director and Assistant Director that the plan should be updated to include this specific information for Lincoln Elementary.

SNP Administrative Review Findings**Warsaw Community Schools (4415)*****Program Year 2022*****Warsaw High School (3647)**

WCS Food & Nutrition Services
1 Administration Drive
Warsaw, IN 46580-4543

Food Service Contact

Ms. Brenda Martinez
Cafeteria Manager
(574) 267-5174

Month of Review: October 2021

Date of Onsite Review: November 18, 2021

Commendations:

The serving line was nicely arranged and decorated beautifully for the Thanksgiving season. Kudos to the custodian who volunteers to provide this enhancement on the tops of the serving counters. Choices within components were offered, hot and cold options, with staff able to easily identify an OVS meal due to the pairing of a fruit with an entrée. Staff were friendly, well trained, and courteous to the students as they went through the line. It was surprising that more students are not taking advantage of free breakfasts this year. Maybe some additional announcements or a reminder on the website about free meals, including free breakfast for all students this year, could be used to promote and increase participation.

No Findings during Site 3647 Review

SNP Administrative Review Findings**Warsaw Community Schools (4415)***Program Year 2022***Washington Elementary School (3677) Food Service Contact**WCS Food & Nutrition Services
1 Administration Drive
Warsaw, IN 46580-4543Ms. Nichole Ragsdale
Cafeteria Manager
(574) 267-6371

Month of Review: October 2021

Date of Onsite Review: November 18, 2021

Commendations:

Meal preparation was done with batch cooking for hot entrees. Food service staff were knowledgeable in both their menu compliance, offer versus serve, food safety practices and positive attitudes. Kudos for the system for documenting numbers of food prepared on holding cabinet glass doors! Kitchen was clean, storerooms were clean, staff was friendly and professional. Offering uniforms to staff adds to the professional responsibility of the staff. Kudos for a job well done!

No Findings during Site 3677 Review