

SNP Administrative Review Findings

Whitley County Cons Schools (8665)

Program Year 2023

Whitley County Cons Schools (8665)

107 North Walnut Street Suite A
Columbia City, IN 46725-2067

Food Service Contact

Mrs. Lisa M Schnorr
Food Service Director
(260) 244-5772
schnorrlm@wccsonline.com

Executive Contact

Dr. Laura McDermott
Superintendent
(260) 244-5771
mcdermottla@wccsonline.com

No. of Sites / Reviewed: 6 / 2
Month of Review: October 2022

Technical Assistance

- * The reviewer explained to the food service director that a verification result letter is to be sent even if the family did not have any change in their benefits.
- * The reviewer recommended that the servers use 1/4 cup vegetables for the pre-school students, which is the required vegetable serving.
- * The reviewer discussed with the manager that the fruit and vegetable components should be listed as cups and not ounces on the production record.

Verification - Whitley County Cons Schools (8665)

209. *Verified applications were properly selected, correctly replaced (if necessary), and correctly verified*

Finding 9042: Selected applications not verified correctly.

Based on the verified applications selected for review, the post verification determination was incorrect for one application.

Corrective Action:

The sponsor notified the family of the incorrect benefit issuance.

Technical Assistance:

The reviewer explained to the food service director the procedures in validating income documents.

214. *Updates to the Benefits Issuance list were made in the appropriate timeframes when verification resulted in changes to student eligibility*

Finding 9047: Change in benefit levels due to Verification results not changed within required timelines.

When a student's eligibility status changed due to verification, benefits were not decreased within 10 calendar days from the final verification decision.

Corrective Action:

The food service director updated the benefit issuance document and ensured that it was updated at the POS. The food service director will ensure that the November claim is accurate for this student. If implemented as discussed, no further action is required.

Technical Assistance:

The reviewer discussed with the food service director the importance of checking the benefit issuance document when student benefits are changing due to verification.

General Program Compliance - Whitley County Cons Schools (8665)

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: Wellness Policy missing two goals for other activities for students

The current Wellness Policy does not address two goals for other activities for students

Corrective Action:

The Wellness Committee is currently working on updating the policy. If implementation of two goals for other activities is

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completed in the next policy approval, no further action is required.

Technical Assistance:

The reviewer discussed with the Superintendent and Food Service Director where the guidance for the required goals is located on the School and Community Nutrition Website at <https://www.in.gov/doe/nutrition/wellness-policies/> .

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: Documentation of each food item in each process category.

Corrective Action:

The Food Service Director will update the Food Safety Plan at each school listing the food items in each process. The updated list is to be available for review by the State Agency. If implemented correctly no further action required.

Technical Assistance:

The reviewer discussed with the food service director on where to find a sample template on the School and Community Nutrition website at <https://www.in.gov/doe/nutrition/food-safety/>.



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Program Year 2023

Mary Raber School (9196)
107 North Walnut Street Suite A
Columbia City, IN 46725-2067

Food Service Contact
Ms. Sally J Simon
Food Service Manager
(260) 244-5857

Month of Review: October 2022
Date of Onsite Review: November 16, 2022

No Findings during Site 9196 Review

SNP Administrative Review Findings**Whitley County Cons Schools (8665)****Program Year 2023****Northern Heights School (9186)**107 North Walnut Street Suite A
Columbia City, IN 46725-2067**Food Service Contact**Mrs. Monica Green
Food Service Manager
(260) 691-2371

Month of Review: October 2022

Date of Onsite Review: November 15, 2022

General Program Compliance - Northern Heights School (9186)*1411. Review of agricultural food components indicates violations of the Buy American provision***Finding 9000: Corn from Thailand**

The reviewer noted that the canned corn was from Thailand and in a salt brine.

Corrective Action:

The school manager researched her order form and delivery ticket and they both indicated that the correct product was ordered. The food service director is researching with the vendor to find out how this product was delivered that did not match the order and delivery ticket. The manager discussed the issue with the staff who are now instructed to notify the director when a product is received that does not match the order ticket. If this procedure is implemented no further action is required.

Technical Assistance:

The reviewer, manager and food service director discussed the implications of receiving in product that is from a foreign country and does not meet the bid requirements of requesting corn not in a brine.