



SNP Administrative Review Findings

Yorktown Community Schools (1910)

Program Year 2024

Yorktown Community Schools (1910)

2311 S Broadway
Yorktown, IN 47396-1200

Food Service Contact

Mrs. Amber R Swinehart
Director of Nutrition & Food
Services

(765) 759-2592
aswinehart@yorktown.k12.in.us

Executive Contact

Mr. Greg Hinshaw
Superintendent
(765) 759-2721

ghinshaw@yorktown.k12.in.us

No. of Sites / Reviewed: 4 / 1
Month of Review: October 2023

Commendations

- * The food service staff did a great job organizing and preparing for their 2024 Administrative Review. Yorktown High School offers a wide variety of foods for both breakfast and lunch. The wide variety of food makes for a colorful display on the food serving lines making the meals appealing to the students. At the same time, offering an array of vitamins and nutrients.

No Administrative Findings during Review

SNP Administrative Review Findings

Yorktown Community Schools (1910)

Program Year 2024

Yorktown High School (1389)

2311 S Broadway
Yorktown, IN 47396-1200

Food Service Contact

Ms. Stacy Zentz
Cafeteria Manager
(765) 759-2550

Month of Review: October 2023

Date of Onsite Review: November 15, 2023

Meal Components & Quantities - Yorktown High School (1389)

401. Day of Review- all meals observed and counted for reimbursement contained all of the required meal components

Finding: Serving Meat/Meat Alternates During Breakfast

Although a muffin was planned on the menu with the breakfast bowl (egg, cheese, and bacon), the kitchen manager/cashier was charging students when the muffin was also selected.

Corrective Action:

SFA may substitute 1 oz. eq. of meat/meat alternate for 1 oz. of grains only after the minimum daily grain requirement is met. Food service staff members should be trained on this requirement. **Upload training documentation including training details, date, and attendees' names. Confirm in your corrective action letter that this requirement will be reviewed annually by your staff.**

Technical Assistance:

A technical assistance was conducted while onsite for the administrative review.

409. Review Period-

Documenting Program Records Technical Assistance

When meat/meat alternates and grains are to be offered/served together, this needs to be stated on the daily production record via the same line and stated on the recipe so that the food service staff know how to present and/or substitute any food items.

500. Day of Review- Offer vs. Serve was properly implemented

Finding: Offer vs. Serve

During OVS breakfast, the cashier sometimes required students to get an additional food item when the meal already met the minimum requirements.

Corrective Action:

Offer vs. Serve (OVS) was developed to cut down on wasting food. When staff require students to take unnecessary food items during OVS, the purpose is defeated. Applicable food service staff members or likely substitutes should be trained on this requirement. **Upload training documentation including training details, date, and attendee names. Confirm in your corrective action letter that this requirement will be reviewed annually with your staff.**

Technical Assistance:

An OVS PowerPoint was given to the FSD while onsite. OVS was discussed with the FSD.