

McLoud PS AR Summary

Certification and Benefit Issuance- 7 CFR 245.6

Requirement-The correct eligibility scale must be in place to accurately certify applications.

Finding-The schools uses Wengage, an electronic system for applications. The guidelines for getting paid every other week are set at the guideline for getting paid twice a month. Therefore, some applications are being approved incorrectly.

Corrective Action Required- The school needs to call Wengage and have them update the eligibility scale or update it manually before certifying any more applications.

Requirement- Applications must be approved correctly

Finding- Not all applications were approved correctly. We found 40 students approved incorrectly. 5 from F>R, 19 from F>P, 7 R>P, 9 R>F.

Corrective Action Required- Send letters out to all households giving them a 10 day notice of the school changing their students eligibility status. Email new rosters with the correct eligibility to Sandy Bullard.

Requirement- Students on the Direct Certification List must be correctly certified.

Findings- Not all students were correctly certified. Some student were not free, some were household members who qualified for free meals through direct certification.

Corrective Action Required- School needs to go through all Rosters and double check all students who are directly certified and household members that might qualify.

Verification- 7 CFR 245.6(a)

Requirement- Applications must match what was on the FNS-742 report.

Findings- The report showed 14 applications for the whole school and 12 applications verified. Applications verified were as stated- 1 application responded and went from reduced to free. 9 applications did not respond, 2 applications were categorical eligibility. There were actually 12 applications, 2 application had students on the Direct Certification list which should have never been pulled for verification, and 10 applications did not respond.

Corrective Action Required- CN Director must take the verification training and redo the verification report. The director must count all free income and categorical eligibility applications and reduced applications to get an accurate count to calculate the 3 % of applications that needed to be pulled.

Meal Counting and Claiming- 7 CFR 210.7(c)

Requirement- Meal count totals by category must be recorded correctly.

Finding- Meal counts and enrollment did not match the claim for reimbursement. It was discovered that meal served summary reports were being used instead of edit check worksheets. The meal count and enrollment on the edit check worksheets must match the claim for reimbursement. These numbers did not match. The November Claim should have had 5 more free breakfasts, 1 more free lunch, and 5 more paid meals.

Corrective Action Required- January Edit checks for each site and January claims for each site must be emailed to Sandy Bullard.

Meal Components and Quantities- 7 CFR 210.10 & 220.8

Requirement- All meals served must meet required components

Finding- PreK was not receiving the required components. When PreK eats in the cafeteria by themselves and are not comingled with any other grade, they must meet CACFP guidelines. Part of the guidelines is, they are not allowed to be served any type of grain-based dessert. For breakfast on the day of review, they were being served doughnuts with chocolate frosting.

Corrective Action Required-There were 64 meals served that day that will not be able to be claimed. I will need PreKs January edit checks, ECCs January edit checks and ECCs January claim for reimbursement to ensure breakfast on Jan 10, 2023 was not claimed.

Requirement-Meal components and quantities must meet weekly requirements

Findings-We found not all quantities and components are being served. We input a week's worth of menus into a worksheet. This worksheet showed on Day 1 they were short ½ cup fruit for breakfast. They need to serve 1 cup fruit daily. There whole grains for breakfast must be 80% of the grains served. There were 30.8% whole grains served for that week. We found toast, cereal, and biscuits were not whole grain.

For lunch we found they were 1/8 cup short vegetable on day 2. They must also meet the subgroup of vegetable requirements for the week. They did not serve the "Other" subgroup for the week. Since this is not a repeat finding, the performance incentive will not be turned off, but if we continue to see this issue when we come back, it could result in turning the performance incentive off. TA was given to two different kitchen managers and the director on how to correct the quantity issues and make sure they are following meal patterns. We talked to them about making sure cereal and toast were whole grain. This should help with meeting the 80% whole grain requirement. We talked to them about adding green beans and cauliflower to the menu to meet the subgroup vegetable requirement.

Corrective Action Required-Production Record and meal pattern training must be taken by all Kitchen Managers and the Director. This training must be taken individually on OSDE connect. These are self-paced trainings they can take at a convenient time for them. Make sure most grains ordered are whole grain products. Ensure meal patterns are being met daily and weekly. Email cereal and sliced bread nutrition facts of what is ordered, updated menus showing all subgroups of vegetables being served, and certificates to Sandy Bullard

Food Safety- 7 CFR 210.13

Requirement- New Directors in the first 30 days of being hired must have 8 hours of Food Safety in Schools Training.

Finding- The Director does not have 8 hours of Food Safety Training.

Corrective Action Required- Food Safety in Schools 8 hour course must be taken on the ICN website by the Director. When completed email the certificate to Sandy Bullard.

Requirement- HACCP and Standard Operating Procedure policies must be at each site.

Finding- The HACCP and Standard Operating Procedure book given to us was a template, not a written plan for the school.

Corrective Action Required- School Administration must have a written policy for HACCP and Standard Operating Procedures at each school site. New policy must be emailed to Sandy Bullard.

Requirement- All Sites must have two health inspections a year and if not, there needs to be a document on file showing you have requested one.

Finding- All sites have only received one each year, but there was no documentation on file stating they have requested an inspection.

Corrective Action Required- Email the health department to request an inspection for McCloud Schools. Keep the email on file. Forward this email to Sandy Bullard.

Local Wellness Policy- 7 CFR 210.30

Requirement- All schools must have a Local Wellness Policy and it needs to be assessed and updated every 3 years.

Finding-The Local Wellness Policy was last updated in 2014.

Corrective Action Required- The Local Wellness Policy must be assessed and updated, put on the School website, then emailed to Sandy Bullard.

Maintenance of the Non-Profit Food Service Account- 7 CFR 210.14(f)

Requirement- School must have processes and procedures in place to ensure compliance with FNS requirements concerning Revenue from Nonprogram Foods.

Finding- School does not charge students for breakfast. Director must actively track breakfast meals to ensure Child Nutrition is being reimbursed with Non-Federal Funds.

Corrective Action Required- Update and active tracking form and send a copy of the revenue/expenditure detail report showing where the Child Nutrition Program has been reimbursed.