



SNP Administrative Review Findings
Program Year 2020

St James Lutheran School (K260)

St James Lutheran School (K260)
615 N 8th St
Lafayette, IN 47901-1044

Food Service Contact
Mrs. Rhonda Moya
Food Service Director
(765) 423-1616

Executive Contact
Mr. Jacob Rogers
Principal
(765) 742-6464

No. of Sites / Reviewed: 1 / 1
Month of Review: February 2020

Resource Management Comprehensive Review - St James Lutheran School (K260)

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

Finding 9000: Other Finding

The non-program food revenue tool submitted for the Administrative Review was incomplete. The a la carte items sold to students as well as the program revenue was not included.

Corrective Action:

As corrective action the sponsor agrees to re-assess compliance non-program food revenue for the 20-21 school year. Even though sales are minimal (adult meals and leftover meal components), all sources of non-program food revenue and the revenue received from program meals will be included. Additional response is not required.

Technical Assistance:

Non-program food revenue training, fact sheet, and worksheets were sent to the SFA via email

General Program Compliance - St James Lutheran School (K260)

810. The USDA non-discrimination statement is on appropriate Program materials

Finding 9000: Other Finding

The non-discrimination statement is incorrect on the webpage containing the posted menu.

Corrective Action:

The short non-discrimination statement should read, "This institution is an equal opportunity provider." The long statement can be found here: https://www.doe.in.gov/nutrition/scn-civil-rights-requirements. The SFA agrees to ensure the correct statement is used. Additional response is not required.

Technical Assistance:

The SFA has been provided resources to ensure the correct non-discrimination statement is used.

1219. Employees outside of the School Nutrition Programs with School Nutrition Program duties received appropriate training

Technical Assistance:

As a reminder, one staff must be listed as the director and must receive 12 hours of training annually. Also, staff involved in processing meal applications and submitting claims for reimbursement would also be considered employees outside of the School Nutrition Program whose responsibilities include duties related to the operation of the School Nutrition Program. These staff would need civil rights training and documented training on their duties related to the program.



SNP Administrative Review Findings
Program Year 2020

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St. James Lutheran School (D435)
615 N 8th St
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Food Service Contact
Mrs. Rhonda Moya
Food Service Director
(765) 742-6464

Month of Review: February 2020

No Findings during Site D435 Review