

BLACKWATER R-II (027-055)

Review ID: 5854

Exit Conference Date: 10/5/2016

Review Year: 2017

Month of Review: September

Lead Reviewer: joseph samelak

Area	Findings ID	Finding Description	Required Corrective Action
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LEA - Level Findings

1000 - Local School Wellness Policy	V-1000	According to the final rule, LEAs must fully comply with the requirements by June 30, 2017. While on-site, I was told that a Wellness Committee is currently being formed; this will be completed by the end of October. Once your committee has been put together, you will need to make sure that you draft and implement your Local School Wellness Policy; this much be done prior to July 1, 2016. The "Wellness" page of the DESE Food and Nutrition Services webpage has model policies which can be used as guidance for drafting your policy. https://dese.mo.gov/financial-admin-services/food-nutrition-services/wellness	Please provide written assurance that you will form your Wellness Committee as soon as possible, and that the committee will draft, and implement, a Local School Wellness Policy. Please also include the projected dates which you hope to have these things accomplished.
1000 - Local School Wellness Policy	V-1000	Once your school has implemented a Local School Wellness Policy, it is a requirement that the public know about this policy. This would include: students, parents, staff members, and even community members. All of these persons have a right to know about this policy. This can be accomplished a combination of ways, including: putting something in the student handbook, sending home a letter to parents, and even putting information about the policy on your school website.	Please provide assurance that you will notify the public about the policy once it has been implemented, and also state how you will do so.

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LEA - Level Findings

1000 - Local School Wellness Policy	V-1000	<p>At the very minimum, school districts are required to conduct a "Triennial Assessment" of their Local School Wellness Policy (LWP). So, once every three (3) years, school districts must review their policy to ensure that everything is accurate and up to date. Schools are encouraged to at least take a look at this policy once per year, but the actual assessment requirement is that schools full assess this policy once every three years. We do have a form in the "Wellness" section of the DESE Food and Nutrition Services website, which can be used for assessing your LWP.</p> <p>https://dese.mo.gov/sites/default/files/implementationevaluation.doc</p> <p>Once you have assessed your policy, you must then communicate the results with the public. This can be done in much the same way as you would have notified the public about the policy (i.e. website, letters to household, student handbook).</p>	Please provide assurance that, once you have assessed your LWP, you will communicate the results of this assessment to the public.
1000 - Local School Wellness Policy	V-1000	Potential stakeholders include: teachers/administrators, parents, and even community members. Any of these such persons have the right to participate in the development, review, update, and implementation of the Local School Wellness Policy. You can meet this requirement by posting information on your school website, or by posting something within your community.	Please provide written assurance that you will inform the public about their ability to participate in the development, review, update, and implementation of the Local School Wellness Policy.

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LEA - Level Findings

1200 - Professional Standards	V-1200	<p>Currently, trainings are being completed, and training hours are being received. However, no tracking form or spreadsheet is being used. USDA does have a training tracker tool that can be used for this. You can access this tool via the following link:</p> <p>http://www.fns.usda.gov/school-meals/professional-standards</p> <p>You are not required to use this tool, and can come up with your own spreadsheet (e.g. Excel or handwritten). However, you must track the training hours received for the required staff members (i.e. Tanya Brown, Tina Ricklin, and the other kitchen staff member)</p> <p>You can also find the Professional Standards requirements, which lists how many training hours each person is required to receive each year. Tina Ricklin = Director (12 hours) Tanya Brown = Non-nutrition Staff (6 hours) Part-Time Staff member (4 hours)</p>	Please provide assurance that you will use either the USDA tracker tool, or that you will create/use your own tool, to track training hours received each year.
Resource Mgt Comprehensive Review	V-RMCRF	<p>Currently, your adult meal prices are set at a level which is lower than what is required by USDA. Adult meal prices are to be calculated by adding the paid meal price for students (\$2.15), plus the paid meal reimbursement (\$0.36), plus the value of donated food assistance (\$0.32). According to these figures, your adult meal price should be at least \$2.83. (\$2.15+\$0.36+\$0.32 = \$2.83) Currently you are charging only \$2.25 for an adult meal, which means you will need to increase your adult meal prices to a level at, or above, \$2.83. This will put you in compliance with this requirement.</p>	Please provide assurance that you will increase your adult meal prices as soon as possible.

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Site - Level Findings: BLACKWATER ELEM. (4020)

400 - Meal Components and Quantities - Breakfast	V-0400	<p>There were a couple of missing labels from the targeted menu review week. For any M/MA items, either a CN label or signed Product Formulations Statement (PFS) is needed. There were a couple of items missing this type of documentation. Those items are:</p> <ul style="list-style-type: none"> - Sausage Patty (need a CN label or signed PFS) - Breakfast Pizza (need a CN label or signed PFS) 	<p>Please provide written assurance that you will obtain either an original CN label or a signed PFS for the sausage patty and the breakfast pizza. If you already have documentation for these items, please upload and attach those to this finding.</p>
400 - Meal Components and Quantities - Lunch	V-0400	<p>There was some missing menu documentation from the targeted menu review week. Labels and recipes need to be kept for all of your entree items. For any M/MA items, you need to have either an original CN label or a signed Product Formulation Statement (PFS), as well as have the recipe. For any items that are grain only, you need either a signed PFS or the original labels with the nutrition facts and ingredients panel. The items missing this documentation are:</p> <ul style="list-style-type: none"> - Chicken Parmesan (need the recipe) - Chicken Parmesan (need a label for the chicken used in this recipe) - Chocolate Chip Cookie (need a label) 	<p>Please provide assurance that you will obtain the required documentation for the listed items. If you already have documentation for any of these items, please upload them to this finding.</p>