

Administrative Review Report

La Casa De Esperanza, Inc.

Review Schedule:

Schedule Type	Start Date	End Date
Off-Site Review	11/01/2022	12/30/2022
On-Site Review	01/24/2023	01/25/2023
Site Selection Worksheet	12/01/2022	12/20/2022
Entrance Conference	01/24/2023	01/24/2023
Exit Conference	01/25/2023	01/25/2023

Commendations:

From the Public Health Nutritionist and the Nutrition Program Consultant:

Thank you to all staff at La Casa De Esperanza for the warm welcome and cooperation during this Administrative Review (AR). A special thanks to the Director of Operations who goes above and beyond with compassion and warmth for every student, every day. Their willingness to work with us to get the appropriate documentation and find solutions for findings expedited the AR and was greatly appreciated. In addition, thank you to the school nutrition professionals and administrative staff for supporting such a great school nutrition program. It was clear that serving up nutritious meals to students was priority number one. So, thank you for serving healthy, nutritious meals to your students and for going above and beyond to care for your students!

Recommendations:

No Recommendations found for this review.

Administrative Review Report

La Casa De Esperanza, Inc.

Findings and Corrective Action:

Site Name	La Casa de Esperanza Charter S	
Form Name	Meal Components and Quantities - Day of Review (400-408)	
Question #	403	
TA Log #	TA Log# exists	
Due Date		
Corrective Action Status	CAP Accepted	
Corrective Action History	Flagged 01/25/2023 09:33 AM	Finding: The only allowable milk types in USDA School Meals Programs are low-fat and fat-free flavored or unflavored milk and lactose-free or lactose-reduced fat-free or low-fat milk . Neither 2% (flavored or unflavored) nor whole milk milk can be served. Please discontinue service of 2% lactose free milk. Corrective Action: Submit a plan for serving an allowable lactose free milk going forward.
	CAP Accepted 03/15/2023 03:23 PM	CAP Accepted
Site Name	La Casa de Esperanza Charter S	
Form Name	Meal Components and Quantities - Day of Review (400-408)	
Question #	404	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	CAP Accepted	
Corrective Action History	Flagged 01/24/2023 09:24 AM	Finding: Signage must be posted in a visible area near the meal service line that shows students how to select a reimbursable meal. There was not signage near the serving line indicating that students must take all three components at breakfast and all five components for lunch to make a reimbursable meal. Signage examples can be found on our Signage webpage (https://dpi.wi.gov/school-nutrition/national-school-lunch-program/menu-planning/signage). Corrective Action: Submit a picture of completed signage posted near the lunch and breakfast service line .
	CAP Accepted 03/15/2023 03:23 PM	CAP Accepted
Site Name	La Casa de Esperanza Charter S	
Form Name	Meal Components and Quantities - Review Period (409-412, 430-437)	
Question #	409	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	CAP Accepted	
Corrective Action History	Flagged 02/01/2023 01:03 PM	Finding: The preschool students are served the K-5 meal pattern at breakfast and lunch but were not served at the same time and in the same place as the older students. Preschool students eat in their classrooms. Children who are not yet in kindergarten must be served the preschool meal pattern if not co-mingled with other grade groups at meals.

Administrative Review Report

La Casa De Esperanza, Inc.

	Refer to the preschool meal pattern one-page summary for the preschool meal pattern requirements (https://www.fns.usda.gov/sites/default/files/cacfp/CACFP_MealBP.pdf)	
	Corrective Action: Submit a statement describing what changes will be made to the preschool meals to meet the preschool meal pattern requirements.	
CAP Accepted 03/15/2023 03:24 PM	CAP Accepted	
Site Name	La Casa de Esperanza Charter S	
Form Name	Meal Components and Quantities - Review Period (409-412, 430-437)	
Question #	410	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	CAP Accepted	
Corrective Action History	Flagged 01/24/2023 09:35 AM	<p>Finding: The daily minimum requirement for fruit was not met for K-8 at breakfast two days during the week of review. The following represent the planned portion sizes:</p> <ul style="list-style-type: none"> - Monday (12/12/22), 1 – 88 count orange, 5/8 cup - Tuesday (12/13/22), 1 banana, ½ cup <p>The daily minimum requirement for K-8 is 1 cup.</p> <p>Corrective Action: Describe specifically how the daily minimum requirement for fruit will be met for breakfast during the days containing the shortage(e.g. portion sizes increased or decreased, additional menu items, product replacements, etc.).</p>
	CAP Accepted 03/15/2023 03:25 PM	CAP Accepted

Technical Assistance Entries:

TA Date	TA Log #	Question #	TA Area	Site	SFA Contact	Email	Phone	User Name
01/24/2023	2737	435	Administrative Review	La Casa de Esperanza Charter S	FSD			
Comments								
						Created By	Created Date	
Standardized recipes are required for all menu items that have more than one ingredient (e.g., grilled cheese, peanut butter and jelly sandwich). All standardized recipes must include detailed information about the specific ingredients, equipment, and procedures used to prepare the recipes. A standardized recipe has been tried, tested, evaluated, and adapted for use by your foodservice operation. It produces a consistent quality and yield every time when the exact procedures, equipment, and ingredients are used, which is crucial for crediting school food service recipes. Instructions for standardizing recipes and recipe templates can be found on the Standardized Recipes webpage (https://dpi.wi.gov/school-nutrition/national-school-lunch-program/menu-planning/recipes). In the standardized recipes, "Beef Taco Meat" and "Grilled Cheese Sandwich" be specific about the ingredient. Instead of "ground meat," list "81/19 ground beef, raw" and instead of "cheese," list "Cheese, American Yellow, Sliced." For the weight/volume column in the "Grilled Cheese" recipe, list the total amount of ingredient needed for to make all 225 portions, not just one sandwich. In the "Beef Taco Meat" recipe, the crediting includes the cheese, but cheese is not listed as part of the recipe. Add cheese to this recipe.							1/24/2023 9:52:15 AM	

Administrative Review Report

La Casa De Esperanza, Inc.

01/24/2023	2736	430	Administrative Review	La Casa de Esperanza Charter S	FSD				
Comments									
						Created By	Created Date		
Be specific on production records about the identity, brand, portion size, and description of items served. Instead of "Chicken", list "Chicken fajita strips, Gold Kist" and for "ground beef" list "Beef Taco Meat, recipe" along with the "Cheese, shredded" separately to clearly indicate what was served. Milk is a required component as part of the National School Lunch Program (NSLP). You must record daily usage (starting and ending quantities) by milk type on your production records (e.g., skim chocolate milk, 1 percent white milk) including other milks served for special dietary needs (i.e. Silk and lactose free milk). The production records should reflect actual number of meals served. During the week of review, production records list 225 planned meals for all five days of the week. It is unlikely that this is accurate when considering students out for illness and appointments. Continue to work with staff to record actual meals served on production records.									1/24/2023 9:45:26 AM
01/24/2023	2735	500	Administrative Review	La Casa de Esperanza Charter S	FSD				
Comments									
						Created By	Created Date		
While Offer Versus Serve (OVS) is not required for grades K-8, it is encouraged in order to reduce food waste and develop skills in making healthy meal choices. For example, at lunch, without OVS in place, students in grades K-8 must be served $\frac{3}{4}$ cup vegetable and $\frac{1}{2}$ cup fruit to create a reimbursable meal, in addition to the other full components. If OVS is implemented, then students can choose three of the five components offered, including $\frac{1}{2}$ cup of fruit and/or vegetable to create a reimbursable meal.									1/24/2023 9:31:06 AM
01/24/2023	2734	401	Administrative Review	La Casa de Esperanza Charter S	FSD				
Comments									
						Created By	Created Date		
Though all meals served ended up being reimbursable meals, it was observed that some students would leave the serving line before grabbing a milk. With DPI staff intervention, the FSD took milks to the students that had left the line without it. Although SFA did not plan to claim meals with missing milk, it is recommended that students are required to take milk under the serve model so that all meals are reimbursable.									1/24/2023 9:13:16 AM
01/24/2023	2733	403	Administrative Review	La Casa de Esperanza Charter S	FSD				
Comments									
						Created By	Created Date		
During meal service, Silk milk and lactose-free milk were provided for students with special dietary needs. It was observed that these alternatives are served in 5 fl oz cups. Though students are able to come back for a second glass, it is important to ensure students receive a full 8 fl oz serving of milk for a full component when not using offer versus serve.									1/24/2023 9:06:50 AM
01/24/2023	2744	401	Administrative Review	La Casa de Esperanza Charter S	FSD				
Comments									
						Created By	Created Date		
Vegetables are credited by volume (cups). On day of review, the question arose on how to measure out baby carrots to meet the $\frac{3}{4}$ cup volume when it is difficult to fit baby carrots into a volume measure such as a 6 oz spoodle. While the spoodle (volume) may be used, technical assistance was provided on using the USDA Food Buying Guide to determine the weight $\frac{3}{4}$ cup baby carrots. This information was used to determine how many prepackaged portions of the 1.6 oz baby carrots would be needed to meet the $\frac{3}{4}$ cup requirement on day of review. Other examples reviewed using the USDA FBG were hash brown patty and extra large tomato slices.									1/25/2023 9:00:29 AM