

Administrative Review Report

Franklin Public School District

Review Schedule:

Schedule Type	Start Date	End Date
Off-Site Review	10/31/2019	02/17/2020
On-Site Review	04/07/2020	04/09/2020
Site Selection Worksheet	10/30/2019	10/30/2019
Entrance Conference	04/07/2020	04/07/2020
Exit Conference	04/09/2020	04/09/2020

Commendations:

Thank-you to the Food Service Manager and staff at Franklin School District for their great cooperation in supplying DPI with all the documentation need to complete the Administrative Review Off-Site due to Covid19. We certainly appreciate this! They were very helpful in answering many questions, and cooperative in helping us with the review in any way. Kudos to everyone, and keep doing great work for our children!

Recommendations:

If there are any questions moving forward, please don't hesitate to contact us,we are happy to help in any way we can!

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Findings and Corrective Action:

Site Name		
Form Name	Indirect Costs (712)	
Question #	712	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	CAP Accepted	
Corrective Action History	Flagged 12/18/2020 11:20 AM	Finding: Indirect costs are being charged to the nonprofit school food service account, which is unallowable in Wisconsin. CA: All costs charged to the nonprofit school food service account must be made into direct costs. Identify if indirect charges can be made into direct costs using time studies, meters, etc. Determine what the direct cost would be. If the indirect amount charged is greater than the direct cost calculated, the difference will need to be refunded to the nonprofit school food service account for SY 2019-20 through the Administrative Review. Any indirect costs that cannot be made into direct costs are unallowable and also need to be refunded.
	CAP Submitted 02/23/2021 03:50 PM	The DPI consultant has explained about Indirect and Direct costs. We have district employees helping with food service reporting and the district was charging food service a percentage for that work. This was considered Indirect Costs. Going forward, we know we need to have supporting documentation for those charges. In the consultants review of everything, it was decided no refunds need to be done. For corrective action, a time study was done and emailed to DPI, and uploaded here in Snacs. The consultant gave us technical assistance as well. We will do an Annual Time Study, and continue to work with DPI if we have any further questions in this area.
	CAP Accepted 02/24/2021 06:56 AM	CAP Accepted

Technical Assistance Entries:

TA Date	TA Log #	Question #	TA Area	Site	SFA Contact	Email	Phone	User Name
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