

EGG HARBOR TWP BD OF ED-00101310 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	SFA/Sponsor On-Site Monitoring	EGG HRBR TWP Fernwood Avenue Middle School	901	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:10 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:05 PM	Beginning July 1st 2018 all on site review procedures will be completed by February 1st.			
			Flagged Lorena Paredes 06/04/2018 10:11 AM				
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	SFA/Sponsor On-Site Monitoring	H. RUSSELL SWIFT	901	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:11 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:07 PM	All on site accountability reviews for the district will be completed for breakfast and lunch by February 1st beginning the 2018-2019 school year.			
			Flagged Lorena Paredes 06/04/2018 10:11 AM	All SFAs must conduct an on-site accountability review of lunch prior to February 1st each school year. The NSLP On-Site Accountability Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation. All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool	On-Site Assessment Tool	Verification		209	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 01:09 PM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:18 PM	The following business day Gina Delaney notified the parent of the mistake and that the child's status was going to be changed, correcting the staus			
			Flagged Lorena Paredes 06/04/2018 10:13 AM				

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On-Site Assessment Tool	On-Site Assessment Tool	Food Safety, Storage and Buy American		1400	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:13 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:12 PM	During our opening meeting in September of 2018 all district associates will be given copies of the SOP'S to review and sign. This will be standard on an annual basis.			
			Flagged Lorena Paredes 06/04/2018 10:12 AM	A copy of the written HACCP food safety plan must be available at each school. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation. The HACCP food safety plan was not available at Fernwood Ave MS. It was available at H. Russell Swift Elementary, but the SOP's were not signed and dated. They should be signed/dated yearly.			
Other Programs	Special Milk Program	Special Milk Program	H. RUSSELL SWIFT		07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:16 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:25 PM	Milk counts will be thoroughly reviewed on a monthly basis and crossed checked with our POS system for accuracy. Implementation began upon exit conference 5/25			
			Flagged Lorena Paredes 06/04/2018 10:14 AM	The milk count records must support the most recent claim for reimbursement. As discussed at the exit conference, violations were found for the Special Milk Program. SFA count for paid milk was 131 but SA counted 130. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
Other Programs	Special Milk Program	Special Milk Program	H. RUSSELL SWIFT		07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:18 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:32 PM	A follow up meeting was held on May 28th with my staff at the Swift school all milk counts will be crossed checked with our point of sale system prior to submission into SNEARS. This cross check has already begun			
			Flagged Lorena Paredes 06/04/2018 10:14 AM	Milk service counting procedures must yield accurate milk counts. As discussed at the exit conference, violations were found for the Special Milk Program. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Offer vs Serve - Day of Review	H. RUSSELL SWIFT	502	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:14 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:15 PM	Our state officials gave us an updated packet of offer v. serve material in color which is much nicer on the eyes. If the stae or the fed could provide such materials in color our district would be very grateful			
			Flagged Lorena Paredes 06/04/2018 10:12 AM				

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On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American	EGG HRBR TWP Fernwood Avenue Middle School	1403	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 12:42 PM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:09 PM	A standards of operating procedure (SOP) manual will be present at each location, including but not limited to the food safety plan (HACCP).			
			Flagged Lorena Paredes 06/04/2018 10:11 AM	SFA did not have a copy of the written food safety plan available on day of review. Schools participating in the school lunch and breakfast programs must implement a food safety program for the preparation and service of meals that complies with Hazard Analysis Critical Control Point (HACCP) principles. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Special Milk Program	H. RUSSELL SWIFT	2000	07/06/2018	Flagged	
Corrective Action History			Flagged Lorena Paredes 06/04/2018 10:11 AM				

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	EGG HRBR TWP Fernwood Avenue Middle School	401	07/06/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 06/25/2018 11:40 AM	CAP Accepted		
			CAP Submitted THOMAS BECK 06/25/2018 11:29 AM	The corrective action was corrected on May 23rd 2018		
			CAP Rejected Lorena Paredes 06/25/2018 11:23 AM	Please indicate date issue was corrected.		
			CAP Submitted THOMAS BECK 06/19/2018 01:26 PM	The cafeteria line will position all fruit components at eye level and the beginning of the service line to encourage the students to eat more fruits and or vegetables. Color signage was provided by child nutrition advising and teaching the students as to what components to take for a complete meal. Signage will be placed at the beginning of the line so that the students can see the requirements prior to seeing the cashier for the transaction		
			CAP Rejected Lorena Paredes 06/19/2018 12:46 PM	Please indicate the step(s) taken to ensure that all breakfast meals will consist of a 1/2 cup fruit and/or vegetable and two additional components to make it a complete reimbursable meal and the date of implementation.		
			CAP Submitted THOMAS BECK 06/04/2018 12:44 PM	All students at the Fernwood Middle School will be required to use a tray for the NSBP. This will make it easier for the cashiers to identify the correct components on the tray. Hand help components have stopped.		
			Flagged Lorena Paredes 06/04/2018 10:15 AM	Students must take the required number of components for breakfast in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food items in the proper quantities. One item selected must be 1/2 cup fruit and/or vegetable. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. If the SFA does not have offer versus serve, students must take all 3 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable breakfast. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Review Period	EGG HRBR TWP Fernwood Avenue Middle School	409	07/06/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:20 AM	CAP Accepted		
			CAP Submitted THOMAS BECK 06/04/2018 12:53 PM	Form 51 has been down loaded and distributed to all Kitchen Head Cooks. Beginning immediately red and orange vegetables will be more readily available.		
			Flagged Lorena Paredes 06/04/2018 10:39 AM			

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On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Review Period	H. RUSSELL SWIFT	409	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:20 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:59 PM	Form 51 has been downloaded and distributed to all Head Cooks for there production. Red and orange vegetables will be offered more frequently (as states in the guidelines)as we menu plan for the future.			
			Flagged Lorena Paredes 06/04/2018 10:40 AM				
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Smart Snacks in School	EGG HRBR TWP Fernwood Avenue Middle School	1105	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:15 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:22 PM	Snapple kiwi strawberry will not be served in the future.			
			Flagged Lorena Paredes 06/04/2018 10:14 AM	Snapple kiwi strawberry juice flavored drink was found to be non-compliant . All food and beverage items sold a la carte to students during the school day must meet Smart Snack requirements. The requirements apply to items sold anywhere on the school campus (including but not limited to the cafeteria, vending machines, school store, etc.) The Alliance for a Healthy Generation calculator can be used to determine if a food or beverage meets Smart Snack requirements. A link to the calculator is available under Resources in SNEARS. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool	On-Site Assessment Tool	Civil Rights		810	07/06/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 06/19/2018 09:18 AM	CAP Accepted			
			CAP Submitted THOMAS BECK 06/04/2018 12:36 PM	An updated version of the discrimination statement will be corrected on future eligibility notification letters			
			Flagged Lorena Paredes 06/04/2018 10:15 AM				
Off-Site Assessment Tool	Off-Site Assessment Tool	Revenue from Nonprogram Foods		710	05/22/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lisa Garland 05/15/2018 02:37 PM	CAP Accepted			
			CAP Submitted THOMAS BECK 05/15/2018 02:37 PM	Going forward the school district will properly complete the non program food tool annually. We will ensure that the no program revenue tool will match and include all of its non program revenues and costs and its calculations . This will be monitored by Thomas Beck, Director of Dining beginning September 2018.			
			Flagged Lisa Garland 05/15/2018 11:06 AM	FINDING: The Non Program Food Revenue Tool did NOT include all of its nonprogram revenues and costs in its calculation. Please review the NPFRT webinar in SNEARS on the proper completion of the tool: Under Resources, Training, NPFRT Webinar June 2015.			