Findings and Corrective Action:

<table>
<thead>
<tr>
<th>Site Name</th>
<th>Form Name</th>
<th>Question #</th>
<th>Due Date</th>
<th>Corrective Action Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>EGG HARBOR CITY BD OF ED-001-01300 Atlantic County</td>
<td>Off-Site Assessment Tool</td>
<td>710</td>
<td>11/30/2016</td>
<td>CAP Removed</td>
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</table>

**Corrective Action History**

**Flagged**
- Lisa Garland  
  11/04/2016 03:17 PM
  Upload the following in the Documents Tab for SY 2015-16:
  Your SFA's executed Non-Program Food (NPF) Revenue Tool, B5 and a reconciliation and supporting documentation, if necessary.
  Complete and submit the following statement: We (did/did not) take steps to sufficiently increase our NPF prices. If you did, list the steps you took to ensure compliance.
  Submit a list of the following NPFs that you sold during SY2015-16:
  - Adult meals
  - Catering-1 (e.g. food provided for Teacher Appreciation Day, meals for a sports banquet)
  - Catering-2 (e.g. food items provided for outside organizations)
  - Meals, food, beverages supplied to another school district (meals are not being claimed for reimbursement by the school supplying the food) or program (e.g. Head Start)
  - Vending (e.g. water, snacks)
  - A-la-carte (e.g. milk for kids who bring lunch from home, 2nd entrees, snacks, beverages)
  - Fundraisers (e.g. SFA supplies products for school-based fundraisers)
  - School Stores

**Corrective Action History**

**Flagged**
- Lisa Garland  
  02/08/2017 01:38 PM
  Category 1. We did take steps to sufficiently increase our NPF prices. The District was unaware of the NPF Revenue Tool, but we review NPF prices annually and mark them up. Adult meals are 40-50% higher than student's meals. A-la-carte and special events are priced based on the actual cost with a 25% markup. See uploaded documents for actual invoices, menus listing various adult meal and a-la-carte prices, and daily receipt summaries form the week of Monday, October 5, 2015. Please note that October 9th was a Professional Development and there was no school.

**Flagged**
- Kate Sheppard  
  02/02/2017 11:22 AM
  SFA must inform eligible families about the availability and location of free meals for students through the Summer Food Service Program. The following link can be used to download a brochure from USDA that can be sent to households or posted on the SFA’s web site: http://www.fns.usda.gov/sites/default/files/SFSP_Promotional_Flyer.pdf. Keep in mind, the flyer will not be available until late spring/early summer. 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.
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<tbody>
<tr>
<td>5</td>
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<td>Resource Management Review Form</td>
<td>CAP Removed</td>
<td>02/08/2017 01:37 PM</td>
<td>Flagged Lisa Garland</td>
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<td>02/08/2017 01:39 PM</td>
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<td>02/23/2017 10:15 AM</td>
<td>Flagged Kate Sheppard</td>
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<td>02/02/2017 11:32 AM</td>
<td>Flagged Kate Sheppard</td>
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<td>02/02/2017 11:32 AM</td>
<td>Flagged Kate Sheppard</td>
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**Due Date**: 02/08/2017 01:37 PM

**Corrective Action Status**: CAP Removed

**Corrective Action History**: Flagged Lisa Garland 02/08/2017 01:37 PM

**Due Date**: 02/08/2017 01:39 PM

**Corrective Action Status**: CAP Removed

**Corrective Action History**: Flagged Lisa Garland 02/08/2017 01:39 PM

**Due Date**: 02/23/2017 10:15 AM

**Corrective Action Status**: Flagged

**Corrective Action History**: Flagged Kate Sheppard 02/23/2017 10:15 AM

**Due Date**: 02/02/2017 11:32 AM

**Corrective Action Status**: Flagged

**Corrective Action History**: Flagged Kate Sheppard 02/02/2017 11:32 AM
### Site Name
Egg Harbor City Community School

### Question 
1218

#### Due Date

#### Corrective Action Status
Flagged

#### Corrective Action History
Flagged
Kate Sheppard
02/08/2017 08:02 AM

School Nutrition Program Managers are required to complete at least 10 hours of annual training. Full time School Nutrition Program staff are required to complete at least 6 hours of annual training. Part time staff (working less than 20 hours per week) are required to complete at least 4 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: http://professionalstandards.nal.usda.gov/. At the time of the review, all full time and part time staff had not met the required hours of training with no future training documented. Explain in detail, how the annual training requirements will be met and the measures taken to ensure this finding will not reoccur in the future. Indicate the date of implementation.

### Site Name
Egg Harbor City Community School

### Question 
410

#### Due Date

#### Corrective Action Status
Flagged

#### Corrective Action History
Flagged
Kate Sheppard
02/08/2017 08:02 AM

At breakfast and lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. SFA cannot offer only juice as the fruit/vegetable option at breakfast daily. Juice cannot make up more than 50% of the fruit offering weekly. The review month did not meet the weekly legume requirement at lunch. When planning menus, refer to the Meal Pattern Charts, available on the Department of Agriculture's Form web site for specific component and minimum quantity requirements. 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.

### Site Name
Egg Harbor City Community School

### Question 
1105

#### Due Date

#### Corrective Action Status
Flagged

#### Corrective Action History
Flagged
Kate Sheppard
02/03/2017 11:25 AM

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.

### Site Name
Egg Harbor City Community School

### Question 
1700

#### Due Date

#### Corrective Action Status
Flagged

As discussed at the exit conference, violations were found for the After School...
<table>
<thead>
<tr>
<th>Kate Sheppard</th>
<th>Snack Program. The snack program had no educational component on Friday and therefore snacks cannot be claimed in the future on this day. 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.</th>
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