

Hope Community Charter School-08006086 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Professional Standards		1213	12/07/2018	CAP Accepted
Corrective Action History	CAP Accepted Kate Marsh 12/07/2018 08:31 AM	CAP Accepted			
	CAP Submitted TRACY FOEDISCH 12/05/2018 04:56 PM	<p>The food service director will participate in on-line training through the Institute for Child Nutrition. The food service staff person will also participate in this on-line training. The following categories of training will be included:</p> <ul style="list-style-type: none"> 1-Employee Health and Personal Hygiene 2-Food Safety Basics 3-Food Safety in Schools <p>Food safety on-line training will be completed by February 1, 2019.</p> <p>Additional opportunities will be investigated for in-person training conducted within the local area.</p>			
	Flagged Kate Marsh 11/07/2018 10:48 AM	<p>The food service director is required to either have completed 8 hours of food safety training within the last 5 years prior to the on-site AR date or should have completed the training within 30 days of hire, if new. Food safety training must now be completed. A free Food Safety in Schools online training course is available from the Institute of Child Nutrition at www.instituteofchildnutrition.org or the SFA can choose their own online or in person training resource to obtain the required food safety training.</p> <p>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 when the food safety training will be completed.</p>			
On-Site Assessment Tool - Site	Meal Counting and Claiming - Review Period	Hope Community Charter School	325	12/07/2018	CAP Accepted

Hope Community Charter School-08006086 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kate Marsh 12/07/2018 08:30 AM	CAP Accepted			
	CAP Submitted TRACY FOEDISCH 12/05/2018 04:37 PM	<p><u>CORRECTIVE ACTION PLAN FOR #325</u></p> <ol style="list-style-type: none"> 1) 1- Daily class counts will be totaled by lunchroom staff and re-totaled by director weekly 2) 2-Total daily counts will be totaled weekly, checked on an adding machine, and compared to manual numbers for accuracy 3) 3-At the end of the month daily counts will be totaled on an adding machine and compared to manual numbers for accuracy 4) 4-Prior to certification, the school business office will perform random checks of the daily counts to insure accuracy 5) 5-SBA will review and certify before final submission <p><u>IMPLEMENTATION:</u></p> <ol style="list-style-type: none"> 1) This procedure was implemented immediately after the Administrative Review in November 			
	Flagged Kate Marsh 11/07/2018 11:14 AM	<p>Breakfast AND Lunch counts by category must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim.</p> <p>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p>Indicate the date of implementation.</p>			
Off-Site Assessment Tool	Professional Standards		1209	12/07/2018	CAP Removed
Corrective Action History	CAP Removed Kate Marsh 11/07/2018 10:47 AM	CAP Removed			
	Flagged TRACY FOEDISCH 09/28/2018 03:32 PM				

Hope Community Charter School-08006086 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Certification and Benefit Issuance		126	12/07/2018	CAP Removed
Corrective Action History	CAP Removed Kate Marsh 11/01/2018 10:55 AM	CAP Removed			
	Flagged Kate Marsh 10/31/2018 11:21 AM				