

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svste

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	EAST ORANGE BD OF ED-01301210	807	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:22 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/20/2025 02:10 PM				
	As of 2/27/25 we will implement the following for the 25-26 SY. At the beginning of the school year, the SFA will collect racial and ethnic data using the accepted methods through enrollment and school meal forms. Once collected, the Civil Rights Compliance #86 form will be completed for each school, signed, and filed by the October 15th deadline. This process will be repeated annually, using the NJNP yearly calendar as a reference.				
Flagged by Katie Hunter 02/21/2025 11:59 AM					
The SFA must annually collect racial/ethnic date and report the information for each school on the Civil Rights Compliance Form (#86). Acceptable methods of collecting the information include voluntary ID, observation or personal knowledge. The Civil Rights Compliance Form can be accessed at: <a href="http://www.nj.gov/agriculture/applic/forms/#5">www.nj.gov/agriculture/applic/forms/#5</a> .					
SFA must have a completed Civil Rights Compliance Form (#86) available for each school during the current school year by 10/15. 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.					
SFA On-Site Monitoring	SFA/Sponsor On-Site Monitoring (Off-Site Assessment Tool) (900H)	EAST ORANGE BD OF ED-01301210	900	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 12:25 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 12:01 PM				
	As of 2/30/25 we are implementing				
"At the beginning of each school year, a pre-planned calendar will be created to ensure the timely evaluation of both the SBP and NSLP by the established deadline. Form #211 will be used if the District is operating the CEP, or Form #142 for NSLP. An SFA employee will be assigned to each evaluation date." For SY25-26.					
Flagged by Katie Hunter 02/21/2025 11:51 AM					
The on-site review must be conducted by a <b>SFA employee</b> . Multiple On-site Review Forms were completed by FSMC employees. The NSLP and SBP On-Site Review Form CEP version(#211) must be used. 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.					
Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	EAST ORANGE BD OF ED-01301210	1005	03/24/2025	CAP Accepted

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svste

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 12:25 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 12:22 PM				
	<p>The SFA conducts yearly assessments in May of each year. Policy changes are done whenever there is a change in that state statues. As of 3/4/25 assessment Form 357 where completed for each school level and will be conducted yearly moving forward.</p> <p>Flagged by Katie Hunter 02/21/2025 11:51 AM</p> <p>A separate assessment Form 357 should be completed for each school, or at a minimum, each school level. The SFA only did one assessment for the entire district. The wellness policy must be assessed by the wellness committee, on a triennial basis or more recent depending on your local wellness policy. Indicate date of implementation that a separate assessment Form 357 was completed at each school or each school level.</p>				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	DIONNE WARWICK-630	318	03/24/2025	CAP Accepted
	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:22 PM				
	CAP Accepted				

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Corrective Action Plan: Submitted by Yakini Alleyne 03/20/2025 10:57 AM

As of 2/18/ 25 the following was implemented. To address the findings related to classroom feeding observed on day of the review, the following corrective actions will be implemented immediately:

1. **Implementation and Confirmation of Lunch Count Roster Sheets:** Lunch count roster sheets will be made available and utilized in all classrooms where meals are served. These sheets will accurately record the number of students receiving meals to ensure proper meal counts and billing.
  
1. **Prohibition of Checking Off for Home-Packed Lunches:** Food service staff will be instructed not to check off students who bring their lunches from home on the lunch count roster sheets. Only students receiving meals from the school's food service program will be counted for reimbursement purposes.
  
1. **Enforcement of Proper Meal Component Selection:** Staff will be retrained to ensure that students select the required number of meal components to qualify for reimbursement. Students who only take one meal item, such as milk, will not be counted as reimbursable unless they also select additional required components.
  
1. **Discontinuation of Family Style Serving:** Family style serving will be discontinued in K-8 school classrooms where it is deemed unnecessary. Meals will be served in a manner that ensures accurate portioning and adherence to meal pattern requirements.
  
1. **Strict Adherence to Point of Service (POS) Procedures:** Food service staff will be reminded of the importance of accurately entering meal counts at the point of service, whether at the cafeteria POS or in classrooms. Meals served in classrooms will be counted immediately at the time of service to ensure accurate reporting.

These corrective actions will be implemented and enforced schoolwide, with immediate effect as of 3/12/2025. Training sessions will be conducted to educate all relevant staff members on the new procedures and expectations. Additionally, regular audits and monitoring will be conducted to ensure compliance and prevent the recurrence of similar issues in the future.

## Corrective Action History

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Flagged by Katie Hunter 02/21/2025 11:56 AM

Inaccurate counting and claiming procedures.

2/5/25 - NSLP: Teachers in several classrooms were utilizing breakfast attendance, order forms, or counts that were checked off in the morning, as the meal counts for lunch. Lunch meal counts were not being taken at the actual point of service. Erlisa Levin observed counts for Monday and Tuesday, before the day of review, that had not been completed. This is a systemic issue as counts are not taken correctly at the point of service.

2/11/25- SBP: SA unable to obtain an accurate count of meals for SBP during onsite visit Day of Review (DOR) 2/11/25. Of the 25 SBP classroom feedings, none were doing the correct procedures to claim or count reimbursable meals. Classrooms observed put SBP meal items from the cold bag on a table in classroom and allowed students to take individual components and these were claimed as complete meals if the classroom had a tally sheet.

Other examples of errors include:

Room #13 students checking off tally sheet, not trained staff. That tally sheet was blank for 2/10/25 and filled out as SA observed on 2/11/25.

Room #11 no tally sheet present DOR, SA questioned and the teacher in room showed on online attendance sheet they use for when there is no tally sheet. The teacher was going to use that attendance sheet for DOR meal count.

Room #7 no tally sheet and teacher stated to SA there was no tally sheet prior day either.

Room #17 selected students on the tally sheet by attendance.

Room #31 used a dry eraser marker on a plastic sleeve with attendance sheet.

Room #9 students take meal tally after students have taken any item from middle table and have been seated. They raise their hands if eaten an item and checked off. Incomplete meals checked off.

NOTE: 8 Pre-K classrooms were given the cereal bars, which is a grain-based dessert and can't count towards the grain component in Pre-K meal pattern. Missing Grain Component for 8 Pre-K classrooms SBP meals.

An accurate count of reimbursable meals served must be taken at the point of service for lunch and breakfast. Point of service means that point in the food service operation where a determination can be made that a reimbursable meal has been served to an eligible child.

**The State Agency has determined that the inaccurate counting of meals observed at breakfast is an ongoing systemic problem.** The meal counting system must be corrected. 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. Corrective Action must be applied SFA-wide. Fiscal action will be taken. An over claim may be assessed.

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstbe

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	DIONNE WARWICK-630	320	03/24/2025	CAP Accepted
<p>Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:24 PM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Yakini Alleyne 03/21/2025 03:43 PM</p> <p>As of 2/18/ 25 the following was implemented. To address the findings related to classroom feeding observed , the following corrective actions will be implemented immediately:</p> <ol style="list-style-type: none"> <li><b>1. Implementation and Confirmation of Lunch Count Roster Sheets:</b> A uniformed breakfast and lunch count roster sheets will be made available and utilized in all classrooms where meals are served. These sheets will accurately record the number of students receiving meals to ensure proper meal counts</li> </ol> <p><b>Prohibition of Checking Off for Home-Packed Meals:</b> Foodservice &amp; Classroom feeding staff will be instructed to only mark off students who have received a meal from the school food service program for reimbursement purposes . It will be emphasized not to check off students who bring their meals from home on the lunch count roster sheets.</p> <ol style="list-style-type: none"> <li><b>1.</b></li> <li><b>2. Enforcement of Proper Meal Component Selection:</b> Staff will be trained to ensure that students select the required number of meal components to qualify for reimbursement. Students who only take one meal item, such as milk, will not be counted as reimbursable unless they also select additional required components.</li> </ol> <p><b>Strict Adherence to Point of Service (POS) Procedures:</b> Food service staff will be reminded of the importance of accurately entering meal counts at the point of service, whether at the cafeteria POS or in classrooms. Meals served in classrooms will be counted immediately at the time of service to ensure accurate reporting.</p> <p>These corrective actions will be implemented and enforced schoolwide, with immediate effect as of 3/12/2025. Training sessions will be conducted to educate all relevant staff members on the new procedures and expectations. Additionally, regular audits and monitoring will be conducted to ensure compliance and prevent the recurrence of similar issues in the future.</p>					

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<b>Corrective Action History</b>	<p>Flagged by Katie Hunter 02/21/2025 11:57 AM</p> <p>Inaccurate counting and claiming procedures.</p> <p>NSLP: Due to not having correct method of counting classroom meals, the State Agency is unable to obtain an accurate count of meals at lunch during onsite visit Day of Review.</p> <p>SBP: SA unable to obtain an accurate count of meals for SBP during onsite visit Day of Review (DOR) 2/11/25. Of the 25 SBP classroom feedings, none were doing the correct procedures to claim or count reimbursable meals. Classrooms observed put SBP meal items from the cold bag on a table in classroom and allowed students to take individual components and these were claimed as complete meals if the classroom had a tally sheet.</p> <p>Other examples of errors include:</p> <p>Room #13 students checking off tally sheet, not trained staff. That tally sheet was blank for 2/10/25 and filled out as SA observed on 2/11/25.</p> <p>Room #11 no tally sheet present DOR, SA questioned and the teacher in room showed on online attendance sheet they use for when there is no tally sheet. The teacher was going to use that attendance sheet for DOR meal count.</p> <p>Room #7 no tally sheet and teacher stated to SA there was no tally sheet prior day either.</p> <p>Room #17 selected students on the tally sheet by attendance.</p> <p>Room #31 used a dry eraser marker on a plastic sleeve with attendance sheet.</p> <p>Room #9 students take meal tally after students have taken any item from middle table and have been seated. They raise their hands if eaten an item and checked off. Incomplete meals checked off.</p> <p>Daily breakfast and lunch meal totals must be correctly counted, combined and recorded for each school. Either an electronic or manual system is allowable for use, as long as the system and process used yield an accurate count of reimbursable meals served. When the SFA's meal counting process involves several steps, multiple transfers of counts from one document/computer to another and/or many different sub processes within the main meal counting process, there is more likelihood of errors occurring. The meal counting process should be streamlined and consistently provide accurate counts.</p> <p>The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast and lunch is an ongoing systemic problem. The system of counting meals, must be corrected. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.</p>				
----------------------------------	--	--	--	--	--

Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	DIONNE WARWICK-630	321	03/24/2025	CAP Accepted
--	--	--------------------	-----	------------	--------------

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:18 AM</p> <p>CAP Accepted</p>
	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/21/2025 05:18 PM</p> <p>As of 2/18/ 25 the following was implemented. To address the findings related to classroom feeding observed, the following corrective actions will be implemented immediately:</p> <ol style="list-style-type: none"> <li>1.</li> <li>2. <b>Implementation and Confirmation of Lunch Count Roster Sheets:</b> A uniformed breakfast and lunch count roster sheets will be made available and utilized in all classrooms where meals are served. These sheets will accurately record the number of students receiving meals to ensure proper meal counts</li> </ol> <p><b>Prohibition of Checking Off for Home-Packed Meals:</b> Foodservice &amp; Classroom feeding staff will be instructed to only mark off students who have received a meal from the school food service program for reimbursement purposes . It will be emphasized not to check off students who bring their meals from home on the lunch count roster sheets.</p> <ol style="list-style-type: none"> <li>1.</li> <li>2. <b>Enforcement of Proper Meal Component Selection:</b> Staff will be trained to ensure that students select the required number of meal components to qualify for reimbursement. Students who only take one meal item, such as milk, will not be counted as reimbursable unless they also select additional required components.</li> </ol> <p><b>Strict Adherence to Point of Service (POS) Procedures:</b> Food service staff will be reminded of the importance of accurately entering meal counts at the point of service, whether at the cafeteria POS or in classrooms. Meals served in classrooms will be counted immediately at the time of service to ensure accurate reporting.</p> <p>These corrective actions will be implemented and enforced schoolwide, with immediate effect as of 3/12/2025. Training sessions will be conducted to educate all relevant staff members on the new procedures and expectations. Additionally, regular audits and monitoring will be conducted to ensure compliance and prevent the recurrence of similar issues in the future.</p>

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svste

	<p>Flagged by Katie Hunter 02/21/2025 11:57 AM</p> <p>Breakfast and lunch meal counts that were unable to be obtained for the review day compared to review month are indicative of a problem with the meal counting system. The meal counting procedures contributing to the finding must be changed to provide an accurate point of service meal count.</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. Corrective Action must be applied SFA-wide. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.</p>				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	DIONNE WARWICK-630	401	03/24/2025	CAP Accepted

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstse

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:12 PM CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 01:16 PM  1. To address the finding regarding retraining associates on meal components and Offer vs. Serve standards, we will implement a comprehensive training program for all food service staff and cashiers. This training will focus on ensuring that students understand the required number of components for lunch and are able to select a reimbursable meal under the Offer vs. Serve standards. Specifically, students must select at least three food components in the proper quantities, with one of those components being at least ½ cup of fruit and/or vegetables.  Food service staff and cashiers will be trained on how to accurately recognize a reimbursable meal under the Offer vs. Serve guidelines, ensuring full compliance with federal regulations.  This corrective action will be implemented immediately. All food service staff and cashiers are required to complete the training program, which was conducted on <b>March 12, 2025</b> . Ongoing monitoring and evaluation will be conducted to ensure continued compliance with meal component requirements and Offer vs. Serve standards. Regular refresher training sessions will be scheduled as needed to reinforce proper practices and prevent any future recurrence of the issue.				
	Flagged by Katie Hunter 02/21/2025 11:57 AM  Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food components in the proper quantities. One component selected must be ½ 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 5 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.  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 ½ 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. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	DIONNE WARWICK-630	402	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:18 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 02:13 PM				
	<ol style="list-style-type: none"> <li>1. As of 2/27/25 the following will be implemented</li> <li>2. To address the finding regarding portion sizes and meal components, food service company will implement a comprehensive retraining program for all staff involved in meal preparation and service. This training will focus on ensuring that portion sizes offered for each required lunch component meet the daily and weekly minimum requirements for the appropriate grade group, including Pre-K, K-5, 6-8, K-8, and 9-12. To guide menu planning, employees will refer to the Lunch Meal Pattern Charts to ensure compliance with specific requirements. Additionally, staff will be retrained by FSMC to determine the creditable amount for each menu item's contribution to the meal pattern.</li> </ol> <p>This corrective action will be applied across the School Food Authority (SFA) to ensure consistency and compliance district wide. Implementation will commence immediately upon approval, with all staff required to complete the retraining program on March 12, 2025. Ongoing monitoring and evaluation will be conducted to ensure sustained adherence to portion size and meal component requirements, with regular refresher training sessions scheduled to reinforce proper practices and prevent future recurrence of the issue.</p>				
Flagged by Katie Hunter 02/21/2025 11:55 AM					
Portion sizes offered for each required breakfast component must meet daily and weekly minimum requirements for the appropriate grade group (K-5, 6-8, K-8, 9-12). When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture Forms web site for specific requirements. To determine the creditable amount for each menu item's contribution to the meal pattern, refer to the following resources: Child Nutrition (CN) Labels, Signed Manufacturers Product Formulation Statements, USDA Food Buying Guide, Whole Grain Rich (WGR) Resource, USDA Foods Information Sheets. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.					
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	DIONNE WARWICK-630	403	03/24/2025	CAP Accepted

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstse

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:19 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 04:27 PM				
	<p>As of 2/24/25 we implemented multiple milk options will be available on a daily basis for all programs. Chocolate is not a viable option for Pre-K meal options. Unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low fat lactose reduced/lactose free milk will be made available to all students at all meal periods to meet all the requirements.</p> <p>Flagged by Katie Hunter 02/21/2025 11:56 AM</p> <p>A minimum of two varieties of fluid milk must be offered throughout the breakfast meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low fat lactose reduced/lactose free milk. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	DIONNE WARWICK-630	406	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:20 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 04:31 PM				
	<p>1. To address the finding regarding portion sizes and meal components, we will implement a comprehensive retraining program for all staff involved in meal preparation and service. This training will focus on ensuring that portion sizes offered for each required breakfast component meet the daily and weekly minimum requirements for the appropriate grade group, including Pre-K, K-5, 6-8, K-8, and 9-12. To guide menu planning, employees will refer to the breakfast Meal Pattern Charts to ensure compliance with specific requirements. Additionally, staff was retrained on <b>Feb 26, 2025</b>, to determine the creditable amount for each menu item's contribution to the meal pattern.</p> <p>This corrective action will be applied across the School Food Authority (SFA) to ensure consistency and compliance district wide. Implementation will commence immediately, with all staff required to complete the retraining program by on March 12,2025. Ongoing monitoring and evaluation will be conducted to ensure sustained adherence to portion size and meal component requirements, with regular refresher training sessions scheduled to reinforce proper practices and prevent future recurrence of the issue.</p> <p>Flagged by Katie Hunter 02/21/2025 11:56 AM</p> <p>The required breakfast meal patterns for each age/grade group (PreK, K-5, 6-8, K-8, 9-12) are intended to result in age-appropriate and nutritious meals.. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstse

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	DIONNE WARWICK-630	500	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:23 PM CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/21/2025 02:49 PM				
	<p><b>As of 2/28/25</b> we implemented a comprehensive training program for all food service staff, cashiers &amp; classroom feeding staff. This training focuses on ensuring that students understand the required number of components for lunch and are able to select a reimbursable meal under Offer vs. Serve standards. Specifically, students must select at least three food components in the proper quantities, with one component being at least ½ cup of fruit and/or vegetables. All staff related to the serving of food will be trained to accurately recognize a reimbursable meal under Offer vs. Serve, ensuring compliance with federal regulations.</p> <p>The above was later followed by a training session hosted by the food service company for all food service staff and cashiers on March 12, 2025. Ongoing monitoring and evaluation will be conducted to ensure sustained compliance with meal component requirements and Offer vs. Serve standards. Regular refresher training sessions will be scheduled as needed to reinforce proper practices and prevent future recurrence of the issue.</p>				
	Flagged by Katie Hunter 02/21/2025 11:56 AM				
	Food service staff/cashiers/class room feeding staff must receive training on how to accurately recognize a reimbursable meal under offer versus serve. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Group 1: CA Count (5)		EAST ORANGE BD OF ED-01301210		03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:23 AM CAP Accepted				
	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:23 AM CAP Accepted				
	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:23 AM CAP Accepted				
	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:23 AM CAP Accepted				
	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:23 AM CAP Accepted				

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<b>Corrective Action History</b>	Corrective Action Plan: Submitted by Yakini Alleyne 03/28/2025 09:42 AM
	The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.
	Date of Implentation 2.24.2025
	Corrective Action Plan: Submitted by Yakini Alleyne 03/28/2025 09:42 AM
	The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.
	Date of Implentation 2.24.2025
	Corrective Action Plan: Submitted by Yakini Alleyne 03/28/2025 09:42 AM
	The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.
	Date of Implentation 2.24.2025
	Corrective Action Plan: Submitted by Yakini Alleyne 03/28/2025 09:42 AM
The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.	
Date of Implentation 2.24.2025	
Corrective Action Plan: Submitted by Yakini Alleyne 03/28/2025 09:42 AM	
The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.	
Date of Implentation 2.24.2025	
Corrective Action Plan: Rejected by Katie Hunter 03/26/2025 02:29 PM	
Indicate the date of implementation.	
Corrective Action Plan: Rejected by Katie Hunter 03/26/2025 02:29 PM	
Indicate the date of implementation.	
Corrective Action Plan: Rejected by Katie Hunter 03/26/2025 02:29 PM	
Indicate the date of implementation.	
Corrective Action Plan: Rejected by Katie Hunter 03/26/2025 02:29 PM	
Indicate the date of implementation.	

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

	Corrective Action Plan: Submitted by Yakini Alleyne 03/24/2025 09:27 AM			
	The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.			
	Corrective Action Plan: Submitted by Yakini Alleyne 03/24/2025 09:27 AM			
	The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.			
	Corrective Action Plan: Submitted by Yakini Alleyne 03/24/2025 09:27 AM			
	The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.			
	Corrective Action Plan: Submitted by Yakini Alleyne 03/24/2025 09:27 AM			
	The following Exceptions are on File for Sodexo Magic FSMC. Ambrogis is the approved vendor for all produce outside of DOD produce.			
	Flagged by Katie Hunter 02/21/2025 11:59 AM			
	Documentation must be on file for agricultural food components that are not produced or manufactured in the US. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.			
Flagged by Katie Hunter 02/21/2025 11:59 AM				
Documentation must be on file for agricultural food components that are not produced or manufactured in the US. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Flagged by Katie Hunter 02/21/2025 11:59 AM				
The review of products on-site at reviewed school indicated violations with Buy American. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Documentation must be on file for agricultural food components that are not produced or manufactured in the US. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Flagged by Katie Hunter 02/21/2025 11:59 AM				
Exemption documentation was not available for foods that did not meet the Buy American provision. 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.				
Flagged by Katie Hunter 02/21/2025 11:59 AM				
The review of products on-site at reviewed school indicated violations with Buy American. Documentation must be on file for agricultural food components that are not produced or manufactured in the US. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				

Group 2: CA Count (3)		EAST ORANGE BD OF ED-01301210		03/24/2025	CAP Accepted
-----------------------	--	-------------------------------	--	------------	--------------

--	--	--	--	--	--

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:24 AM</p> <p>CAP Accepted</p>
	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 04:07 PM</p> <p>To address the issue of inaccurate snack counting and recording with classroom feeding, the following corrective actions were implemented <b>3/05/2024</b> to ensure accurate snack counts and prevent recurrence of the problem:</p> <ol style="list-style-type: none"> <li>1. <b>Extra Tally Sheets Available:</b> The extra tally sheets will be available for recording student counts and turned in daily with rosters .</li> <li>2. <b>Staff Training on Proper Recording Methods:</b> Comprehensive training sessions will be conducted for all food service staff members and district staff involved in meal counting and recording, specifically focusing on classroom feeding scenarios. Staff will be trained on the correct usage of Talley sheets, including how to accurately record student counts and meal components selected.</li> <li>3. <b>Implementation of Monitoring Procedures:</b> Enhanced monitoring procedures will be implemented to ensure the proper usage of tally sheets and adherence to accurate snack counting practices. Once a new program is implemented a date will be scheduled to ensure monitoring is done with the 1st four weeks.</li> <li>4. <b>Continuous Improvement:</b> Regular reviews and evaluations will be conducted to identify any areas for improvement and address them promptly.</li> <li>5. <b>Program Requirements:</b> Staff will be trained on what makes reimbursable meal, ensure students have the two required components.</li> <li>6. <b>Grade Levels:</b> Students will be identified by grade level to ensure they are receiving the proper required portioned snack for their grade level.</li> </ol> <p>By implementing these corrective measures for accountability and compliance, the district aims to address the systemic problem of inaccurate meal counting and recording.</p>

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

	Flagged by Katie Hunter 02/21/2025 12:00 PM  Production records must list each meal component and reflect that the planned portion sizes meet the meal pattern component requirements. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.  Snacks claimed for reimbursement must meet the 2 component per student requirements. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.  The program must be monitored within the first 4 weeks of operation each year. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation."			
	Flagged by Katie Hunter 02/21/2025 12:00 PM  Snack counts must be properly counted and claimed. Snack counts for the review period must be reasonable when compared to snack counts for the day of review. As discussed at the exit conference findings were found in this area(s). Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.			
	Flagged by Katie Hunter 02/21/2025 12:00 PM  Improper meal counting & claiming-  4 Pre-k snacks tallied before students received a reimbursable meal. Additionally, one meal was not claimed by a student and still counted for reimbursement.  Pre-K students are not co-mingled with other students during ASP, SBP or NSLP and therefore can not have juice served more than one time a day. On day of review juice was served to Pre-K during NSLP and ASP.  Three students took juice only in cafeteria area of ASP.  3/4c juice needs to be served for students not in Pre-K. Only serving 1/2c juice to students on production records of review period and on day of review. Feb 2025 menu shows juice served every day ASP is in operation.  These above violations were found for the After School Snack 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. Corrective Action must be applied SFA-wide. Indicate the date of implementation.			
Group 3: CA Count (4)		EAST ORANGE BD OF ED-01301210	03/24/2025	CAP Accepted

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstbe

<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:24 AM</p> <p>CAP Accepted</p>
	<p>Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:24 AM</p> <p>CAP Accepted</p>
	<p>Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:24 AM</p> <p>CAP Accepted</p>
	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/20/2025 04:31 PM</p> <p>As of <b>2/26/2025</b>, we have implemented updates to all HACCP binders across the district, which now include SOPs, sanitation practices, pest control, employee hygiene, food storage and handling, HACCP identifiers, corrective actions, monitoring procedures, and record-keeping. The binders were reviewed and signed during training on <b>3/12/2025</b>.</p> <p>Regular monitoring and ongoing training will take place to sustain compliance and promote a safe and healthy dining environment for students. The SFA will continue to monitor and improve our practices to meet USDA and state regulations, ensuring the safety and well-being of the children we serve.</p>
	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/20/2025 04:31 PM</p> <p>As of <b>2/26/2025</b>, we have implemented updates to all HACCP binders across the district, which now include SOPs, sanitation practices, pest control, employee hygiene, food storage and handling, HACCP identifiers, corrective actions, monitoring procedures, and record-keeping. The binders were reviewed and signed during training on <b>3/12/2025</b>.</p> <p>Regular monitoring and ongoing training will take place to sustain compliance and promote a safe and healthy dining environment for students. The SFA will continue to monitor and improve our practices to meet USDA and state regulations, ensuring the safety and well-being of the children we serve.</p>

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

	Corrective Action Plan: Submitted by Yakini Alleyne 03/20/2025 04:31 PM		
	As of <b>2/26/2025</b> , we have implemented updates to all HACCP binders across the district, which now include SOPs, sanitation practices, pest control, employee hygiene, food storage and handling, HACCP identifiers, corrective actions, monitoring procedures, and record-keeping. The binders were reviewed and signed during training on <b>3/12/2025</b> .		
	Regular monitoring and ongoing training will take place to sustain compliance and promote a safe and healthy dining environment for students. The SFA will continue to monitor and improve our practices to meet USDA and state regulations, ensuring the safety and well-being of the children we serve.		
	Flagged by Katie Hunter 02/21/2025 12:00 PM		
	SFA has a written food safety plan, but was blank HACCP binder. 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.		
	Flagged by Katie Hunter 02/21/2025 12:00 PM		
	SFA has a written food safety plan, but it was blank within the HACCP binder. 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.		
	Flagged by Katie Hunter 02/21/2025 12:00 PM		
	SFA did not have a food safety plan implemented. 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. Corrective Action must be applied SFA-wide. Indicate the date of implementation.		
	Flagged by Katie Hunter 02/21/2025 12:00 PM		
	Only blank, undated HACCP binders were available at the four sites observed. The SFA must have a food safety plan in place that includes HACCP standard operating procedures (SOP), as well as monitoring, corrective action, and record keeping procedures. Further guidance on required elements for the HACCP plan can be found in "HACCP Based Standard Operating Procedures" available on the NJDOA website. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate date of implementation.		
	Flagged by Katie Hunter 02/21/2025 12:00 PM		
Group 4: CA Count (4)		EAST ORANGE BD OF ED-01301210	03/24/2025 CAP Accepted
	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:25 AM		
	CAP Accepted		
	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:25 AM		
	CAP Accepted		

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<b>Corrective Action History</b>	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/20/2025 02:38 PM</p> <p>1.</p> <p>As of 2/26/25 the following will be implemented.</p> <p>Ongoing monitoring and evaluation will be conducted to maintain adherence to portion size and meal component requirements, focusing specifically on ensuring that juice is served only once a day and that grain-based desserts are no longer included as a menu option. Additionally, regular refresher training sessions will be scheduled to reinforce proper practices and prevent any recurrence of the issue.</p> <p>This corrective action will be implemented across the entire School Food Authority (SFA) to ensure consistent compliance throughout the district. Implementation will begin immediately, with all staff required to attend the retraining program on March 12, 2025</p>
	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/20/2025 02:38 PM</p> <p>1.</p> <p>As of 2/26/25 the following will be implemented.</p> <p>Ongoing monitoring and evaluation will be conducted to maintain adherence to portion size and meal component requirements, focusing specifically on ensuring that juice is served only once a day and that grain-based desserts are no longer included as a menu option. Additionally, regular refresher training sessions will be scheduled to reinforce proper practices and prevent any recurrence of the issue.</p> <p>This corrective action will be implemented across the entire School Food Authority (SFA) to ensure consistent compliance throughout the district. Implementation will begin immediately, with all staff required to attend the retraining program on March 12, 2025</p>
	<p>Flagged by Katie Hunter 02/21/2025 12:01 PM</p> <p>Juice can only served once per day (including snack). Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>
	<p>Flagged by Katie Hunter 02/21/2025 12:01 PM</p> <p>Grain based desserts no longer count towards the grain component for Pre-K meals. Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>
	<p>Flagged by Katie Hunter 02/21/2025 12:01 PM</p> <p>All meal components must be available throughout the entire meal service. Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>
	<p>Flagged by Katie Hunter 02/21/2025 12:01 PM</p> <p>Juice can only served once per day (including snack). Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>
	<p>Flagged by Katie Hunter 02/21/2025 12:01 PM</p> <p>Juice can only served once per day (including snack). Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>
	<p>Flagged by Katie Hunter 02/21/2025 12:01 PM</p> <p>Juice can only served once per day (including snack). Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstse

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	Fresh Start High Academy-9816	318	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:23 PM CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/21/2025 02:16 PM  To address the findings related to the inaccurate count of reimbursable meals served, the following corrective actions have been implemented immediately:  <b>a. Implementation and Confirmation of Roster Sheets</b> Roster sheets will be made available and utilized to ensure accurate meal counts, including the correct student grades. These sheets will accurately record the number of students receiving meals to ensure proper meal accountability.  <b>b. Strict Adherence to Point of Service (POS) Procedures</b> Food service staff will be retrained on how to accurately entering meal counts at the point of service, rather using Tally Sheets, Rosters or POS station.  These corrective actions will be implemented and enforced schoolwide, effective immediately as of 3/02/2025. A training session was conducted on March 12, 2025, to educate all relevant staff members on the new procedures and expectations. Additionally, regular audits and monitoring will be carried out to ensure compliance and prevent the recurrence of similar issues in the future.  Flagged by Katie Hunter 02/21/2025 11:57 AM  An accurate count of reimbursable meals served must be taken at the point of service for lunch. Point of service means that point in the food service operation where a determination can be made that a reimbursable meal has been served to a student. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation. The State Agency has determined that the inaccurate counting of meals observed at lunch is an ongoing systemic problem. The meal counting system must be corrected. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	Fresh Start High Academy-9816	320	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:21 AM CAP Accepted				

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/28/2025 09:09 AM</p> <p>To address the issue of inaccurate meal counting and recording, the following corrective actions was implemented 2/28/2025 and we followed up with another training on 3/12/2025 to ensure accurate meal counts and prevent recurrence of the problem:</p> <ol style="list-style-type: none"> <li>1. <b>Extra Tally Sheets Available:</b> The extra tally sheets will be available for recording student counts.</li> <li>2. <b>Staff Training on Proper Recording Methods:</b> Comprehensive training sessions will be conducted for all food service staff members involved in meal counting and recording, specifically focusing on classroom feeding scenarios. Staff will be trained on the correct usage of Talley sheets, including how to accurately record student counts and meal components selected.</li> <li>3. <b>Implementation of Monitoring Procedures:</b> Enhanced monitoring procedures will be implemented to ensure the proper usage of tally sheets and adherence to accurate meal counting practices.</li> <li>4. <b>Continuous Improvement:</b> Regular reviews and evaluations will be conducted to identify any areas for improvement and address them promptly.</li> </ol> <p>By implementing these corrective measures for accountability and compliance, the district aims to address the systemic problem of inaccurate meal counting and recording.</p>
	<p>Corrective Action Plan: Rejected by Katie Hunter 03/26/2025 02:10 PM</p> <p>This was not a classroom feeding at Fresh Start High Academy - NSLP service observed was in the cafeteria. Your original Corrective Action Plan (CAP) was written for classroom feedings. Please address the specific observation site of Fresh Start High Academy NSLP cafeteria service in your revised CAP.</p> <p><i>The state agency has determined that the inaccurate method counting, combining, and recording of meals for lunch is an ongoing systemic problem. The system of counting meals, must be corrected. 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. Fiscal action will be taken. Corrective Action must be applied SFA-wide. An over claim may be assessed.</i></p>

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 12:31 PM  To address the issue of inaccurate meal counting and recording with classroom feeding, the following corrective actions was implemented 2/28/2025 and we followed up with another training on 3/12/2025 to ensure accurate meal counts and prevent recurrence of the problem:					
	<ol style="list-style-type: none"> <li>1. <b>Extra Tally Sheets Available:</b> The extra tally sheets will be available for recording student counts.</li> <li>2. <b>Staff Training on Proper Recording Methods:</b> Comprehensive training sessions will be conducted for all food service staff members involved in meal counting and recording, specifically focusing on classroom feeding scenarios. Staff will be trained on the correct usage of Talley sheets, including how to accurately record student counts and meal components selected.</li> <li>3. <b>Implementation of Monitoring Procedures:</b> Enhanced monitoring procedures will be implemented to ensure the proper usage of tally sheets and adherence to accurate meal counting practices.</li> <li>4. <b>Continuous Improvement:</b> Regular reviews and evaluations will be conducted to identify any areas for improvement and address them promptly.</li> </ol>					
	By implementing these corrective measures for accountability and compliance, the district aims to address the systemic problem of inaccurate meal counting and recording.					
	Flagged by Katie Hunter 02/21/2025 11:51 AM  The state agency has determined that the inaccurate method counting, combining, and recording of meals for lunch is an ongoing systemic problem. The system of counting meals, must be corrected. 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. Fiscal action will be taken. Corrective Action must be applied SFA-wide. An over claim may be assessed.					
	Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	Fresh Start High Academy-9816	321	03/24/2025	CAP Accepted
	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:21 AM  CAP Accepted					

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<b>Corrective Action History</b>	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/24/2025 11:13 AM</p> <p>To address the findings related to the inaccurate count of reimbursable meals served, the following corrective actions have been implemented immediately:</p> <p><b>a. Implementation and Confirmation of Roster Sheets</b> Roster sheets will be made available and utilized to ensure accurate meal counts, including the correct student grades. These sheets will accurately record the number of students receiving meals to ensure proper meal accountability.</p> <p><b>b. Strict Adherence to Point of Service (POS) Procedures</b> Food service staff will be retrained on how to accurately entering meal counts at the point of service, rather using Tally Sheets, Rosters or POS station.</p> <p>These corrective actions will be implemented and enforced schoolwide, effective immediately as of 3/02/2025. A training session was conducted on March 12, 2025, to educate all relevant staff members on the new procedures and expectations. Additionally, regular audits and monitoring will be carried out to ensure compliance and prevent the recurrence of similar issues in the future.</p>
	<p>Meal counts and production record submitted for the day of review was a combination of both the middle school and high School lunch counts.</p>
	<p>Corrective Action Plan: Rejected by Katie Hunter 03/24/2025 10:25 AM</p> <p>Per request of Yakini Alleyne to edit Corrective Action plan. 3/24/25</p>

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

	Corrective Action Plan: Submitted by Yakini Alleyne 03/24/2025 09:06 AM				
	<p>To address the findings related to the inaccurate count of reimbursable meals served, the following corrective actions have been implemented immediately:</p> <p><b>a. Implementation and Confirmation of Roster Sheets</b> Roster sheets will be made available and utilized to ensure accurate meal counts, including the correct student grades. These sheets will accurately record the number of students receiving meals to ensure proper meal accountability.</p> <p><b>b. Strict Adherence to Point of Service (POS) Procedures</b> Food service staff will be retrained on how to accurately entering meal counts at the point of service, rather using Tally Sheets, Rosters or POS station.</p> <p>These corrective actions will be implemented and enforced schoolwide, effective immediately as of 3/02/2025. A training session was conducted on March 12, 2025, to educate all relevant staff members on the new procedures and expectations. Additionally, regular audits and monitoring will be carried out to ensure compliance and prevent the recurrence of similar issues in the future.</p> <p>Meal counts and production record submitted for the day of review was a combination of both the middle school and high School lunch counts.</p>				
	Flagged by Katie Hunter 02/21/2025 11:58 AM				
	<p>Lunch meal counts for the review period must be comparable to the meal counts for the day of review. Counts for the day of review that are significantly different from the review month are indicative of a problem with the meal counting system. SFAs are reminded that second meals and/or other ineligible meals (adults, a la carte, etc.) cannot be counted and claimed. The meal counting procedures contributing to the finding must be changed to provide an accurate point of service meal count.</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 of implementation. Corrective Action must be applied SFA-wide. Fiscal action will be taken. An over claim may be assessed.</p>				
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	Fresh Start High Academy-9816	325	03/24/2025	CAP Accepted
	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:26 PM				
	CAP Accepted				

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<b>Corrective Action History</b>	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/24/2025 11:12 AM</p> <p>To address the issue of inaccurate meal counting , the following corrective actions were implemented 2/28/2025 and was followed up with another training on 3/12/2025 to ensure accurate meal counts and prevent recurrence of the problem:</p> <ol style="list-style-type: none"> <li><b>Extra Tally Sheets Available:</b> The extra tally sheets will be available for recording student counts.</li> <li><b>Staff Training on Proper Recording Methods:</b> Comprehensive training sessions will be conducted for all food service staff members involved in meal counting and recording, specifically focusing on classroom feeding scenarios. Staff will be trained on the correct usage of Talley sheets, including how to accurately record student counts and meal components selected.</li> <li><b>Implementation of Monitoring Procedures:</b> Enhanced monitoring procedures will be implemented to ensure the proper usage of tally sheets and adherence to accurate meal counting practices.</li> <li><b>Continuous Improvement:</b> Regular reviews and evaluations will be conducted to identify any areas for improvement and address them promptly.</li> </ol> <p>By implementing these corrective measures for accountability and compliance, the district aims to address the systemic problem of inaccurate meal counting and recording.</p>
	<p>Corrective Action Plan: Rejected by Katie Hunter 03/24/2025 10:25 AM</p> <p>Per request of Yakini Alleyne to edit Corrective Action plan. 3/24/25</p>
	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 01:00 PM</p> <p>To address the issue of inaccurate meal counting and recording with classroom feeding, the following corrective actions were implemented 2/28/2025 and was followed up with another training on 3/12/2025 to ensure accurate meal counts and prevent recurrence of the problem:</p> <ol style="list-style-type: none"> <li><b>Extra Tally Sheets Available:</b> The extra tally sheets will be available for recording student counts.</li> <li><b>Staff Training on Proper Recording Methods:</b> Comprehensive training sessions will be conducted for all food service staff members involved in meal counting and recording, specifically focusing on classroom feeding scenarios. Staff will be trained on the correct usage of Talley sheets, including how to accurately record student counts and meal components selected.</li> <li><b>Implementation of Monitoring Procedures:</b> Enhanced monitoring procedures will be implemented to ensure the proper usage of tally sheets and adherence to accurate meal counting practices.</li> <li><b>Continuous Improvement:</b> Regular reviews and evaluations will be conducted to identify any areas for improvement and address them promptly.</li> </ol> <p>By implementing these corrective measures for accountability and compliance, the district aims to address the systemic problem of inaccurate meal counting and recording.</p>
	<p>Flagged by Katie Hunter 02/21/2025 11:52 AM</p> <p>The state agency has determined that the inaccurate method counting, combining, and recording of meals for lunch for the review period is an ongoing systemic problem. The system of counting meals must be corrected. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.</p>

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svyste

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	Fresh Start High Academy-9816	401	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:10 PM CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 01:12 PM				
	<p>1. To address the finding regarding retraining associates on meal components and Offer vs. Serve standards, we will implement a comprehensive training program for all food service staff and cashiers. This training will focus on ensuring that students understand the required number of components for lunch and are able to select a reimbursable meal under the Offer vs. Serve standards. Specifically, students must select at least three food components in the proper quantities, with one of those components being at least ½ cup of fruit and/or vegetables.</p> <p>Food service staff and cashiers will be trained on how to accurately recognize a reimbursable meal under the Offer vs. Serve guidelines, ensuring full compliance with federal regulations.</p> <p>This corrective action will be implemented immediately. All food service staff and cashiers are required to complete the training program, which was conducted on <b>March 25, 2025</b>. Ongoing monitoring and evaluation will be conducted to ensure continued compliance with meal component requirements and Offer vs. Serve standards. Regular refresher training sessions will be scheduled as needed to reinforce proper practices and prevent any future recurrence of the issue.</p>				
	<p>Flagged by Katie Hunter 02/21/2025 11:52 AM</p> <p>Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food components in the proper quantities. One component selected must be ½ 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 5 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	Fresh Start High Academy-9816	404	03/24/2025	CAP Accepted

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 10:31 AM				
	CAP Accepted				
<b>Corrective Action History</b>	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 11:56 AM				
	<p>District and the Food Service Company has printed required poster , and put it in a visiable place for students to see.</p> <p>Corrective action took place 2/14/2025</p> <p>This has been correct as the District and the Food Service Company have posted all required posters in a prominent location where it is visible to students where students are eating breakfast and lunch.</p> <p>We will work to together and moniator on a monthy basis.</p> <p>We will also post all poster up in the summer to make sure schools have for the opening day of school.</p>				
<b>Corrective Action History</b>	Flagged by Katie Hunter 02/21/2025 11:50 AM				
	Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable lunch. Posting only a monthly menu does not meet this requirement. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	Fresh Start High Academy-9816	409	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:20 AM				
	CAP Accepted				
<b>Corrective Action History</b>	Corrective Action Plan: Submitted by Yakini Alleyne 03/24/2025 08:58 AM				
	<p>1.</p> <p>To aTo address the issue of ensuring that all required meal components are offered to students daily, a comprehensive corrective action plan will be implemented. This plan will focus on immediate corrections and long-term measures to prevent recurrence across the School Food Authority (SFA)</p> <p><b>A. Review Current Menus</b></p>				

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstee

**Corrective Action History**

- Conduct a thorough review of existing menus to identify gaps in component offerings.
- Utilize daily production records to assess which meals did not meet the required standards.

**B. Menu Revision**

- Revise menus immediately to ensure that all five components are included in each meal served. ( Implemented 2.28.2025)
- Have monthly menu meetings with operations team.(**Implemented 3/3/25**)
- Collaborate with nutritionists and menu planners to create compliant menus for the upcoming weeks.

**C. Staff Training**

- Organize training sessions for kitchen staff and food service personnel on the importance of meal component compliance.
- Provide resources such as standardized recipes and food labels during training. **Implemented 3/12/25**

**Documentation and Compliance Checks**

**A. Standardized Recipes**

- Ensure that all recipes used in meal preparation are standardized and clearly outline the required components.
- Maintain an updated repository of these recipes accessible to all staff.

**B. Daily Production Records**

- Implement a system for daily production records that includes checks for each component served.
- Assign responsibility for record keeping to specific staff members to ensure accountability.

**C. Supporting Documentation**

- Collect and organize supporting documentation, including CN Labels and USDA Foods Information Sheets, for all menu items.
- Establish a checklist for staff to verify compliance before meals are served.

**Step 4: Monitoring and Evaluation**

**A. Regular Audits**

- Schedule regular audits of meal service operations to ensure adherence to the revised menus and documentation practices.
- Use audit findings to make continuous improvements in menu planning and execution.

Flagged by Katie Hunter 02/21/2025 11:53 AM

At lunch, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 5 components of the reimbursable lunch, in minimum daily and weekly requirements, are offered. Daily production records and supporting documentation (including but not limited to standardized recipes, food labels, CN Labels, manufacturer product formulation statements, USDA Foods Information Sheets, etc.) must be used to make sure menus are in compliance with the meal pattern. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	Fresh Start High Academy-9816	502	03/24/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 10:29 AM CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/03/2025 10:45 PM  District and the Food Service Company has printed required poster , and put it in a visiable place for students to see.  Corrective action took place 2/14/2025  This has been correct as the District and the Food Service Company have posted all required posters in a prominent location where it is visible to students where students are eating breakfast and lunch.  We will work to together and moniator on a monthly basis.				
	Flagged by Katie Hunter 02/21/2025 11:53 AM  Each serving line/serving area must have signage posted at or near the beginning of the serving line (or in classrooms, if applicable) identifying what constitutes a reimbursable meal. Schools using offer versus serve must identify what a student must select, including the requirement to take at least ½ cup fruit or vegetable. Note: Only posting a menu does not meet requirements. A sample sign (Form 300) is available on the Department of Agricultures Form website. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
	Civil Rights	Civil Rights (On-Site Assessment Tool - Site) (811H)	Fresh Start High Academy-9816	811	03/24/2025

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstee

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 10:30 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 11:55 AM</p> <p>District and the Food Service Company has printed required poster , and put it in a visiable place for students to see.</p> <p>Corrective action took place 2/14/2025</p> <p>This has been correct as the District and the Food Service Company have posted all required posters in a prominent location where it is visible to students where students are eating breakfast and lunch.</p> <p>We will work to together and moniator on a monthy basis.</p> <p>We will also post all poster up in the summer to make sure schools have for the opening day of school.</p>				
<p>Water</p>	<p>Water (On-Site Assessment Tool - Site) (1300H)</p>	<p>Fresh Start High Academy-9816</p>	<p>1300</p>	<p>03/24/2025</p>	<p>CAP Accepted</p>

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:13 PM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 01:22 PM</p> <p>As of we Implemented 2/25/2025.</p> <p>FSMC will provide a portable hydration station in the dining area until water fountain inside school is fixed.</p> <p>We will continue to provide students with hydration station until school facilities team fixes issues permanently.</p>				
	<p>Flagged by Katie Hunter 02/21/2025 11:54 AM</p> <p>Potable water must be available for students at lunch. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p> <p>water fountain was broken, no contingency plan.</p>				
<p>Food Safety, Storage and Buy American</p>	<p>Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)</p>	<p>Fresh Start High Academy-9816</p>	<p>1409</p>	<p>03/24/2025</p>	<p>CAP Accepted</p>
	<p>Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:22 AM</p> <p>CAP Accepted</p>				

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

<b>Corrective Action History</b>	<p>Corrective Action Plan: Submitted by Yakini Alleyne 03/28/2025 09:41 AM</p> <p>To address the observed storage violations and ensure compliance with safe food handling and storage practices, as of 2/25/25 the following corrective actions will be implemented:</p> <ol style="list-style-type: none"> <li>a. <b>Training on Safe Food Handling</b> : All food service staff members will undergo comprehensive training on safe food handling practices. This training will cover proper storage techniques, including temperature control, and expired product.</li> <li>b. <b>Storage Protocols:</b> Staff will be retrained on the proper storage of inventory. Dating and FIFO (First In, First Out) will be practiced to ensure food safety, reduce waste, and maintain product quality.</li> <li>c. <b>Monitoring Temperatures</b> : Maintaining accurate temperature logs is a requirement under food safety regulations governing school cafeterias. Temperature logs will be placed on all Refrigerators, Freezers and milk coolers monthly. Daily monitoring and recording will take place to ensure safe temperatures and compliance.</li> <li>d. <b>Ongoing Training and Reinforcement:</b> Continuous training and reinforcement of safe food handling practices will be prioritized to instill a culture of food safety among all food service staff members. Refresher training sessions will be scheduled periodically to reinforce best practices and address any emerging issues or concerns.</li> </ol> <p>By implementing these corrective measures and prioritizing food safety practices, the district aims to ensure compliance with regulatory requirements and minimize the risk of foodborne illness or contamination operations. Regular monitoring and ongoing training will be key to sustaining compliance and promoting a safe and healthy dining environment for students.</p> <p><b>District wide Training was conducted on 3/12/25</b></p>
	<p>Corrective Action Plan: Rejected by Katie Hunter 03/26/2025 02:17 PM</p> <p>This was not a classroom feeding at Fresh Start High Academy - NSLP service observed was in the cafeteria. Your original Corrective Action Plan (CAP) was written for classroom feedings. Please address the specific observation site of Fresh Start High Academy NSLP cafeteria service in your revised CAP. Indicate specific storage violation of:</p> <p>expired Caribbean spices, 7/2024</p> <p>no temperature log on the milk cooler</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. <b>Indicate the date of implementation.</b></p>

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 01:33 PM				
	To address the observed storage violations and ensure compliance with safe food handling and storage practices, as of 2/25/25 the following corrective actions will be implemented:				
	<p>a. <b>Training on Safe Food Handling :</b> All food service staff members will undergo comprehensive training on safe food handling practices. This training will cover proper storage techniques, including temperature control, sanitation, and the prevention of cross-contamination.</p> <p>b. <b>Revised Storage Protocols:</b> Clear protocols will be established for the storage of breakfast meal bags in classrooms. Meal bags containing perishable items such as milk will be stored in designated coolers or refrigerators to maintain appropriate temperature levels until serving time. Staff members will be instructed to promptly refrigerate or properly store leftover food items to prevent spoilage and ensure food safety.</p> <p>c. <b>Monitoring and Compliance Checks:</b> Regular monitoring and compliance checks will be conducted to ensure adherence to the revised storage protocols. Designated staff members will be responsible for inspecting classroom storage areas periodically to verify compliance with safe food handling practices and address any deviations promptly.</p> <p>d. <b>Ongoing Training and Reinforcement:</b> Continuous training and reinforcement of safe food handling practices will be prioritized to instill a culture of food safety among all food service staff members. Refresher training sessions will be scheduled periodically to reinforce best practices and address any emerging issues or concerns.</p>				
	By implementing these corrective measures and prioritizing food safety practices, the district aims to ensure compliance with regulatory requirements and minimize the risk of foodborne illness or contamination in classroom feeding operations. Regular monitoring and ongoing training will be key to sustaining compliance and promoting a safe and healthy dining environment for students.				
<b>District wide Training was conducted on 3/12/25</b>					
	Flagged by Katie Hunter 02/21/2025 11:54 AM				
	Observations on the day of review indicated storage violations. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Afterschool Snack Program	Afterschool Snack Program (Other Programs)	MILDRED BARRY-GARVIN-629		03/24/2025	Flagged

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Flagged by Katie Hunter 02/21/2025 11:45 AM				
	Snack counts must be properly counted and claimed. Snack counts for the review period must be reasonable when compared to snack counts for the day of review. As discussed at the exit conference findings were found in this area(s). Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Afterschool Snack Program	Afterschool Snack Program (Other Programs)	MILDRED BARRY-GARVIN-629		03/24/2025	Flagged
<b>Corrective Action History</b>	Flagged by Katie Hunter 02/21/2025 11:45 AM				
	Production records must list each meal component and reflect that the planned portion sizes meet the meal pattern component requirements. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
	Snacks claimed for reimbursement must meet the 2 component per student requirements. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
The program must be monitored within the first 4 weeks of operation each year. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation."					
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	PATRICK HEALY MS-637	320	03/24/2025	CAP Accepted

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:24 PM CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/21/2025 03:27 PM				
	<p><b>As of 2/25/2025, the following actions were implemented:</b></p> <p><b>-Strict Adherence to Point of Service (POS) Procedures</b> It was decided that the POS system will be used to collect meal counts for both breakfast and lunch service. Food service staff were retrained on how to accurately enter meal counts at the point of service. If the POS system is inoperable, tally sheets will be used, and a bulk entry will be made into the POS system by the manager at the close of day on office computer. Tally sheets will be properly filed for record-keeping.</p> <p><b>-Availability of Tally Sheets</b> Extra tally sheets will be made available for recording student counts in the event that the POS system is down.</p> <p>Ongoing monitoring, evaluation, and training will be conducted to ensure continued compliance and improve procedures as necessary.</p>				
	<p>Flagged by Katie Hunter 02/21/2025 11:58 AM</p> <p>Daily lunch and breakfast meal totals must be correctly counted, combined and recorded for each school. Either an electronic or manual system is allowable for use, as long as the system and process used yield an accurate count of reimbursable meals were served. When the SFA's meal counting process involves several steps, multiple transfers of counts from one document/computer to another and/or many different sub processes within the main meal counting process, there is more likelihood of errors occurring. The meal counting process should be streamlined and consistently provide accurate counts. 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. Corrective Action must be applied SFA-wide. Fiscal action will be taken. An over claim may be assessed.</p>				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	PATRICK HEALY MS-637	321	03/24/2025	CAP Accepted

# EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstme

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:17 AM CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/21/2025 05:09 PM <b>As of 2/25/2025, the following actions were implemented:</b>  <b>-Strict Adherence to Point of Service (POS) Procedures</b> It was decided that the POS system will be used to collect meal counts for both breakfast and lunch service. Food service staff were retrained on how to accurately enter meal counts at the point of service. If the POS system is inoperable, tally sheets will be used, and a bulk entry will be made into the POS system by the manager at the close of day on office computer. Tally sheets will be properly filed for record-keeping.  <b>-Availability of Tally Sheets</b> Extra tally sheets will be made available for recording student counts in the event that the POS system is down.  Ongoing monitoring, evaluation, and training will be conducted to ensure continued compliance and improve procedures as necessary.  Breakfast meal counts, differed from review month because grab and go breakfast was not performed day of review.				
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	PATRICK HEALY MS-637	324	03/24/2025	CAP Accepted

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstee

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/28/2025 11:17 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/21/2025 03:55 PM				
	<p><b>As of 2/25/2025, the following actions were implemented:</b></p> <p><b>-Strict Adherence to Point of Service (POS) Procedures</b> It was decided that the POS system will be used to collect meal counts for both breakfast and lunch service. Food service staff were retrained on how to accurately enter meal counts at the point of service. If the POS system is inoperable, tally sheets will be used, and a bulk entry will be made into the POS system by the manager at the close of day on office computer. Tally sheets will be properly filed for record-keeping.</p> <p><b>-Availability of Tally Sheets</b> Extra tally sheets will be made available for recording student counts in the event that the POS system is down.</p> <p>Ongoing monitoring, evaluation, and training will be conducted to ensure continued compliance and improve procedures as necessary.</p>				
Meal Components and Quantities - Day of Review	Flagged by Katie Hunter 02/21/2025 11:59 AM				
	The system for counting lunch meals must provide accurate counts and must be implemented properly by the food service personnel responsible for taking daily meal counts. The school did not have a reasonable explanation for patterns that were identified with the lunch counts, indicating questionable meal count practices. Since a flaw exists in the method of accountability immediate investigation and corrective action is necessary. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	PATRICK HEALY MS-637	401	03/24/2025	CAP Accepted

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svstse

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:11 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 01:15 PM				
	<p>1. To address the finding regarding retraining associates on meal components and Offer vs. Serve standards, we will implement a comprehensive training program for all food service staff and cashiers. This training will focus on ensuring that students understand the required number of components for lunch and are able to select a reimbursable meal under the Offer vs. Serve standards. Specifically, students must select at least three food components in the proper quantities, with one of those components being at least ½ cup of fruit and/or vegetables.</p> <p>Food service staff and cashiers will be trained on how to accurately recognize a reimbursable meal under the Offer vs. Serve guidelines, ensuring full compliance with federal regulations.</p> <p>This corrective action will be implemented immediately. All food service staff and cashiers are required to complete the training program, which was conducted on <b>March 12, 2025</b>. Ongoing monitoring and evaluation will be conducted to ensure continued compliance with meal component requirements and Offer vs. Serve standards. Regular refresher training sessions will be scheduled as needed to reinforce proper practices and prevent any future recurrence of the issue.</p>				
	Flagged by Katie Hunter 02/21/2025 11:55 AM				
<p>Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food components in the proper quantities. One component selected must be ½ 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 5 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p> <p>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 ½ 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. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>					
Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	PATRICK HEALY MS-637	501	03/24/2025	CAP Accepted

## EAST ORANGE BD OF ED-01301210 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svst

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 03/26/2025 02:17 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Yakini Alleyne 03/19/2025 01:37 PM				
	As of 2/25/25 we are implementing the following				
	<p>To address the finding regarding retraining associates on meal components and Offer vs. Serve standards, we will implement a comprehensive training program for all food service staff and cashiers. This training will focus on ensuring that students understand the required number of components for lunch and are able to select a reimbursable meal under the Offer vs. Serve standards. Specifically, students must select at least three food components in the proper quantities, with one of those components being at least ½ cup of fruit and/or vegetables.</p> <p>Food service staff and cashiers will be trained on how to accurately recognize a reimbursable meal under the Offer vs. Serve guidelines, ensuring full compliance with federal regulations.</p> <p>This corrective action will be implemented immediately. All food service staff and cashiers are required to complete the training program, which was conducted on <b>March 12, 2025</b>. Ongoing monitoring and evaluation will be conducted to ensure continued compliance with meal component requirements and Offer vs. Serve standards. Regular refresher training sessions will be scheduled as needed to reinforce proper practices and prevent any future recurrence of the issue.</p>				
Flagged by Katie Hunter 02/21/2025 11:55 AM					
<p>Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>					

### Report Selections

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged