

Great Oaks Legacy Charter School-08006053 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
Off-Site Assessment Tool	Off-Site Assessment Tool	Certification and Benefit Issuance (100 - 121)		103	06/11/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 02/16/2018 11:58 AM	CAP Accepted		
			CAP Submitted BENJAMIN CARSON 01/16/2018 08:31 AM	All students' carry over status will be honored for the full 30 operating days, beginning immediately. All staff involved in the meal application process will review the appropriate training materials.		
			Flagged Katie Hunter 12/29/2017 10:31 AM	A student's free or reduced price eligibility from the prior academic school year must be carried over into the current school year for up to 30 operating days beginning on the first operating day of school or until a new eligibility determination is made in the current school year, whichever comes first. It is strongly suggested that a SFA representative view the Certification & Benefit Issuance Determining Officials webinar, which can be located in the Training Tab in SNEARS, in order to fully understand the free and reduced price application process. 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.		
Off-Site Assessment Tool	Off-Site Assessment Tool	School Breakfast and Summer Food Service Program Outreach (1600 - 1601)		1601	06/11/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 02/16/2018 12:00 PM	CAP Accepted		
			CAP Submitted BENJAMIN CARSON 01/16/2018 08:37 AM	The school is in the middle of redesigning its website. The new site will include a Parent Resources section that will contain the Summer Food Service brochures. This will be completed prior to 2/28/18 and well in time for Summer 2018.		
			Flagged Katie Hunter 12/29/2017 10:32 AM	SFA must inform eligible families about the availability and location of free meals for students through the Summer Food Service Program. The following link can be used to download a brochure from USDA that can be sent to households or posted on the SFA's web site: http://www.fns.usda.gov/sites/default/files/SFSP_Promotional_Flyer.pdf . 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.		
Sites (S)	S-1	Performance Standards 1 and 2	Great Oaks Charter Middle School	17	06/11/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:54 PM	CAP Accepted		
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:12 AM	For this specific error, we have requested an opportunity to repay the erroneous reimbursement. Going forward, the staff member in particular and others in similar roles have been retrained in how to track daily rosters during the early part of the school year when the school's electronic POS system is not the primary method for tracking meal service. We will strive in future years to have the POS service ready to go on the first day of school to make errors like this impossible.		
			Flagged Katie Hunter 05/11/2018 01:46 PM	Meal Counting and Claiming Consolidation Counts and Errors for month of September 2017 at Great Oaks Legacy Charter Middle School. Over claim lunch only month of September, on 9/22/17 school was closed. An over claim was put into the edit check in error for NSLP only for 172 meals = F 130, R 18, P 24.		

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		126	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 02/16/2018 11:58 AM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 01/16/2018 08:35 AM	Applications flagged by reviewer as incorrectly determined are treated as "Denied" until statuses can be verified or corrected. Going forward, the school will continue its implementation of an online lunch status determination tool, reducing the mathematical errors that resulted in several income determination errors. The school will continue to increase the share of families who are completing their meal applications online, reducing the number of incomplete applications that are incorrectly approved. All determining and certifying officials will undergo extensive training in common application errors prior to the next application cycle.			
			Flagged Katie Hunter 12/29/2017 10:32 AM				
On-Site Assessment Tool	On-Site Assessment Tool	Meal Counting and Claiming (314 - 316)		316	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 05:01 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:51 AM	For this specific error, we have requested an opportunity to repay the erroneous reimbursement. Going forward, the staff member in particular and others in similar roles have been retrained in how to track daily rosters during the early part of the school year when the school's electronic POS system is not the primary method for tracking meal service. We will strive in future years to have the POS service ready to go on the first day of school to make errors like this impossible.			
			Flagged Katie Hunter 05/11/2018 01:47 PM	Claiming Error on 9/22/17 for NSLP claimed when no lunch served. 172 lunches over claimed.			
On-Site Assessment Tool	On-Site Assessment Tool	Professional Standards (1212 - 1221)		1216	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/22/2018 02:33 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/22/2018 09:32 AM	Over the summer, all campus food staff will participate in several hours of training on safety and reimbursement rules. During the school year, several refreshers will be offered, in November 2018 and February 2019. In addition, the Program Director will participate in online webinars on the documentation requirements for compliant food safety plans. The training schedule will be in place for the start of the 2018-19 school year and the required trainings will be completed by the end of the school year.			
			Flagged Katie Hunter 05/11/2018 01:48 PM	School Nutrition Program directors are required to complete at least 12 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: http://professionalstandards.nal.usda.gov/ . Explain in detail, how the annual training requirements will be met and the measures taken to ensure this finding will not reoccur in the future. Indicate the date of implementation.			

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool	On-Site Assessment Tool	Professional Standards (1212 - 1221)		1218	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:55 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:38 AM	While staff were trained, it was not logged and likely did not meet the hours requirement. For the 2018-19 year, all staff involved in food service will participate in several hours of training at the beginning of the year on safety and reimbursement rules as well as at least two one-hour refreshers throughout the year. We will leverage the resources provided by our reviewer to ensure high quality training. Date of implementation for the initial training will be prior to the first day of school on 8/14/18. The refresher courses will occur in November and February.			
			Flagged Katie Hunter 05/11/2018 01:46 PM	Full time School Nutrition Program staff are required to complete at least 6 hours of annual training. Part time staff (working less than 20 hours per week) are required to complete at least 4 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: http://professionalstandards.nal.usda.gov/ . Explain in detail how the annual training requirements will be met and the measures taken to ensure this finding will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool	On-Site Assessment Tool	Professional Standards (1212 - 1221)		1221	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:58 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:45 AM	While staff were trained, it was not logged and likely did not meet the hours requirement. For the 2018-19 year, all staff involved in food service will participate in several hours of training at the beginning of the year on safety and reimbursement rules as well as at least two one-hour refreshers throughout the year. We will leverage the resources provided by our reviewer to ensure high quality training. Date of implementation for the initial training will be prior to the first day of school on 8/14/18. The refresher courses will occur in November and February.			
			Flagged Katie Hunter 05/11/2018 01:46 PM	Administrative, office and/or other school staff (e.g. teachers serving and/or counting meals in the classroom) who regularly work on National School Lunch and/or School Breakfast related activities throughout the school year must meet professional standard training requirements. Staff working 20 or more hours on School Nutrition program related activities are required to complete at least 6 hours of annual training. Part time staff (working less than 20 hours per week) are required to complete at least 4 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: http://professionalstandards.nal.usda.gov/ . Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation..			
On-Site Assessment Tool	On-Site Assessment Tool	Food Safety, Storage and Buy American (1400 - 1402)		1400	06/11/2018	CAP Accepted	

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:59 PM	CAP Accepted		
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:47 AM	The staff member at the site under review was not familiar with the food safety plan and so did not have it printed and ready. In the summer of 2018, all sites will revise and update their food safety plans and ensure that multiple printed copies are in place. Implementation will occur prior to the first day of school, August 14, 2018.		
			Flagged Katie Hunter 05/11/2018 01:46 PM	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. Indicate the date of implementation. A copy of the written HACCP food safety plan must be available at each school. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review (317-321)	Great Oaks Charter Middle School	318	06/11/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:57 PM	CAP Accepted		
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:44 AM	School staff involved in food service will be retrained in the use of the POS system to ensure they can quickly move students through their line. Students and staff not involved in food service will be reminded of the important of having their meal service counted. Implementation will occur during training and orientation in August 2018.		
			Flagged Katie Hunter 05/11/2018 01:46 PM	School missed 3 lunch meals available to claim at upstairs kitchen. TA given to staff; congestion as lunch line built up, students walked away without being claimed. SA noted 3 complete lunches that did not get claimed. An accurate count of reimbursable meals served, by eligibility category, 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 free, reduced price or paid meal has been served to an eligible child. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation. The 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. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review (317-321)	Legacy Campus	318	06/11/2018	CAP Accepted

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:57 PM	CAP Accepted		
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:42 AM	Food Service Management Company staff at the Legacy campus have been retrained in the use of the POS system to ensure faster line movement. Students and non-food-service staff have been reminded of the importance of staying in line and being counted at the POS station. Implementation occurred immediately following the school review visit. Because students skipped the POS station entirely, no over-claim occurred.		
			Flagged Katie Hunter 05/11/2018 01:46 PM	SA noted 15 breakfast meals uncounted, as students walked by SFA staff because of congestion. SA advised staff on site to get other staff members to assist cashier in over flow of students, missing meals available to be claimed. An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for breakfast. Point of service means that point in the food service operation where a determination can be made that a reimbursable free, reduced price or paid meal has been served to an eligible child. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation. The 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. Fiscal action will be taken. An over claim may be assessed.		

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review (317-321)	Great Oaks Charter Middle School	321	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 05:03 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 12:31 PM	Upon further investigation, March and April 2018 have been poor months for meal reimbursement counts. Average lunches served for April as a whole were only 140 per day. We believe this reflects an increased focus on compliance with offer vs serve, decreased student participation in the meals program, and perhaps decreased diligence in ensuring students go through the lunch line and punch in their lunch codes. Staff at that campus have been asked to further investigate the source of the reduced quantities of reimburseable meals and to produce a plan for ensuring that the right number of meals are being ordered, to reduce waste, and that all complete meals are being counted. The findings of that plan will be introduced and implemented during staff training for back to school 2018.			
			Flagged Katie Hunter 05/11/2018 01:47 PM	Lunch meal counts, by category (free, reduced and/or paid) 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. 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. An over claim may be assessed. Breakfast meal counts, by category (free, reduced and/or paid) 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. 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. An over claim may be assessed.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Counting and Claiming - Review Period (322-325)	Great Oaks Charter Middle School	325	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:53 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:10 AM	For this specific error, we have requested an opportunity to repay the erroneous reimbursement. Going forward, the staff member in particular and others in similar roles have been retrained in how to track daily rosters during the early part of the school year when the school's electronic POS system is not the primary method for tracking meal service. We will strive in future years to have the POS service ready to go on the first day of school to make errors like this impossible.			
			Flagged Katie Hunter 05/11/2018 01:45 PM	Lunch counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review (400-408)	Great Oaks Charter Middle School	401	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 05:02 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 12:04 PM	While staff have made improvements in insisting on complete meals and logging accurate offer vs serve numbers, one incomplete meal is still a problem. All staff involved in school food will be trained and refreshed several times per year in offer vs serve rules.			
			Flagged Katie Hunter 05/11/2018 01:47 PM	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. Indicate the date of implementation.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review (400-408)	Legacy Campus	403	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 02/16/2018 11:59 AM	CAP Accepted			
			CAP Submitted LISA FEDOSH 01/16/2018 09:36 AM	We have reviewed the different choices of milk and made adjustments to provide 1% and skim milk as the options for the students since flavored milk was not wanted by the administration for the Prek. This was reviewed with the school staff and the lunch staff to ensure that the students have the option. Implemented on 10 -11-2017			
			Flagged Katie Hunter 12/29/2017 10:32 AM	A minimum of two varieties of fluid milk must be offered throughout the breakfast and lunch meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored low fat (1%) milk, fat free or low fat lactose reduced/lactose free milk. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Offer vs Serve - Day of Review (500-502)	Great Oaks Charter Middle School	501	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:58 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:46 AM	While staff were trained, it was clearly not adequate or recent enough to be in evidence on the day of the visit. For the 2018-19 year, all staff involved in food service will participate in several hours of training at the beginning of the year on safety and reimbursement rules as well as at least two one-hour refreshers throughout the year. We will leverage the resources provided by our reviewer to ensure high quality training. Date of implementation for the initial training will be prior to the first day of school on 8/14/18. The refresher courses will occur in November and February.			
			Flagged Katie Hunter 05/11/2018 01:46 PM				
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	Great Oaks Charter Middle School	1403	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:54 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:11 AM	The staff member at the site under review was not familiar with this food safety plan and so did not have it printed and ready. In the summer of 2018, all sites will revise and update their food safety plans and ensure that multiple printed copies are in place.			
			Flagged Katie Hunter 05/11/2018 01:45 PM	SFA did not have a copy of the written food safety plan available on day of review. Schools participating in the school lunch and breakfast programs must implement a food safety program for the preparation and service of meals that complies with Hazard Analysis Critical Control Point (HACCP) principles. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	Great Oaks Charter Middle School	1404	06/11/2018	CAP Accepted	

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 05:00 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:51 AM	Since the visit, the district has requested an inspection. The staff member in charge of food service at that building has been reminded of the necessity of having regular inspections and has added a calendar item for 2018-19 to ensure that inspections are requested and followed up on. Full implementation will be complete prior to the first day of school, 2019-19.			
			Flagged Katie Hunter 05/11/2018 01:47 PM	SFA did not have both food safety inspections for the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected. SFA did not have documentation indicating that two food safety inspections were requested in the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected. SFA did not have both food safety inspections for the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	Legacy Campus	1404	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 02/16/2018 12:00 PM	CAP Accepted			
			CAP Submitted LISA FEDOSH 01/16/2018 09:49 AM	We did have email documentation with the prior inspector dated Sept 16 who had referred us to contact a different office. At that time a call was made and an inspection was requested on September 28. The inspection first inspection of the year was conducted on September 29. Moving forward we have secured an email address to request our inspections in writing.			
			Flagged Katie Hunter 12/29/2017 10:32 AM	SFA did not have both food safety inspections for the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected. SFA did not have documentation indicating that two food safety inspections were requested in the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected. SFA did not have both food safety inspections for the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected.			

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	Great Oaks Charter Middle School	1405	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 05:01 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:53 AM	Since the visit, the district has requested an inspection. The staff member in charge of food service at that building has been reminded of the necessity of having regular inspections and has added a calendar item for 2018-19 to ensure that inspections are requested and followed up on. Full implementation will be complete prior to the first day of school, 8/14/18			
			Flagged Katie Hunter 05/11/2018 01:47 PM	Either only one, none or an outdated food safety inspection report was posted in a publicly visible location. SFA is responsible for obtaining two food safety inspections during the current school year and if current inspections are not already scheduled, SFA should request an inspection in writing from the Board of Health. Describe in the CAP how this will be corrected.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	Great Oaks Charter Middle School	1406	06/11/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/21/2018 04:56 PM	CAP Accepted			
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:40 AM	The school has a food safety plan in place. The staff member at the site visited was inadequately trained in its requirements. In the summer of 2018, all campuses' plans will be revised and updated and all staff involved in food service will receive training on the contents of the food safety plan.			
			Flagged Katie Hunter 05/11/2018 01:46 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. Indicate the date of implementation.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	Great Oaks Charter Middle School	1407	06/11/2018	CAP Accepted	

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History			CAP Accepted Katie Hunter 05/22/2018 06:36 PM	CAP Accepted		
			CAP Submitted BENJAMIN CARSON 05/22/2018 02:44 PM	Following the administrative review visit, the staff member on site was retrained in the importance of the temperature logs and immediately began logging temperature of all food items. All staff across campuses will be retrained in food safety plans prior to first day of school 2018-19.		
			CAP Rejected Katie Hunter 05/22/2018 02:32 PM	Temperature logs must be completed, maintained and filed for each school service site from date of on site review, do not wait until summer 2018 to implement.		
			CAP Submitted BENJAMIN CARSON 05/18/2018 11:48 AM	The staff member at the site under review was not familiar with the temperature requirements and so did not have them printed and ready. In the summer of 2018, all sites will revise and update their food safety plans and ensure that all required documents are in place and updated each day. Implementation will occur prior to the first day of school, August 14, 2018.		
			Flagged Katie Hunter 05/11/2018 01:46 PM	SFA did not have temperature logs on the day of review. Temperature logs must be completed, maintained and filed for each school service site. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	Legacy Campus	1410	06/11/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 02/16/2018 11:59 AM	CAP Accepted		
			CAP Submitted LISA FEDOSH 01/16/2018 10:12 AM	We are working with our vendors to secure a US based tuna and we will no longer use the pineapples in our facilities.		
			Flagged Katie Hunter 12/29/2017 10:32 AM	The review of products on-site at reviewed schools or at off-site storage facilities indicated violations with Buy American. Tuna fish - Thailand Pineapple (Dole) - Thailand 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.		