

SECAUCUS BD OF ED-01704730 - 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)		120	06/03/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:18 AM	CAP Accepted			
			CAP Submitted EILEEN LOSURDO 05/04/2018 12:27 PM	a. New students enrolled in the district are given a Free/Reduced Meal Application. Upon return of the application to the school, the application is determined immediately. Determination is updated automatically in the Student Information System. b. Every effort is made to obtain prior NSLP eligibility from prior New Jersey school district when student transfers during the school year. If we are unable to obtain the meal application, parent is presented immediately with an application. Direct Certification Match is also conducted while waiting for parent to return the application to ensure that the student receives Free meals if eligible. c. Students who withdraw from the district are immediately removed from the Student Information System. The Point Of Sale System is automatically updated when student is withdrawn. d. Student's prior years benefits are carried over up to 30 operating days, beginning with the first day of school, into the current school year or until a new eligibility determination is made. The new eligibility determination supersedes the carryover eligibility. Parents who do not return a new application, before the end of the 30 days, are contacted as a courtesy reminder.			
			Flagged Katie Hunter 05/03/2018 06:47 PM	#120 must be completed a - d.			
Off-Site Assessment Tool	Off-Site Assessment Tool	Revenue from Nonprogram Foods (710)		710	03/05/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lisa Garland 02/26/2018 11:36 AM	CAP Accepted			
			CAP Submitted EILEEN LOSURDO 02/26/2018 11:35 AM	Going forward the school district will properly complete the non program food revenue tool annually. We will ensure that the non program food revenue tool will include all of its non food program revenues and costs in its calculation. This will be monitored by Ms. Grace Yeo, Business Administrator, beginning with the 2018-2019 School Year.			
			Flagged Lisa Garland 02/26/2018 11:06 AM	Finding: Revenue from Non-program Foods The Non Program Food Revenue Tool did NOT include all of its non-program revenues and costs in its calculation. Please review the NPFRT webinar in SNEARS on the proper completion of the tool: Under Resources, Training, NPFRT Webinar June 2015.			
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		126	06/03/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:17 AM	CAP Accepted			
			CAP Submitted EILEEN LOSURDO 05/04/2018 12:13 PM	Corrected meal status in Student Information System. MEL was automatically updated. Parent was notified of error and correction to meal status.			
			Flagged Katie Hunter 05/03/2018 06:46 PM	Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors.			

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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)	HUBER ST NO 3	401	06/03/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:19 AM	CAP Accepted			
			CAP Submitted KEITH LEDER 05/08/2018 10:47 AM	All staff has been retrained on Offer vs. Serve and are making sure to place close attention to student trays as they pass through the register line. The training detailed what components should be offered to each student and what the student is required to have on there tray in order for the meal to be considered reimbursable.			
			Flagged Katie Hunter 05/03/2018 06:47 PM	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. Indicate the date of implementation.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review (400-408)	HUBER ST NO 3	403	06/03/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:19 AM	CAP Accepted			
			CAP Submitted KEITH LEDER 05/08/2018 10:50 AM	As of February 6, 2018 two varieties of milk have been offered to each student on a daily basis. Manager and staff have been re-trained on what milk options that need to be offered to the students.			
			Flagged Katie Hunter 05/03/2018 06:47 PM	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 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.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	HUBER ST NO 3	1404	06/03/2018	CAP Accepted	

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Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:19 AM	CAP Accepted			
			CAP Submitted KEITH LEDER 05/08/2018 11:10 AM	The following email was sent to the Secaucus Board of Health on Tuesday, May 8, 2018 at 11:05am. Katia, Please schedule a second Health Inspection for the following schools as required by the state for food service programs. Clarendon Elementary School 685 Fifth Street, Secaucus, NJ 07094 Huber Street Elementary School 1520 Patterson Plank Road, Secaucus, NJ 07094 Secaucus High School / Middle School 11 Millridge Road, Secaucus, NJ 07094 Thanks so much for all of your help in this matter. Regards, NJ 07094 Keith Leder Area Supervisor Maschio's Food Services, Inc. 525 East Main Street Chester, NJ 07930 kleder@maschiofood.com (609)529-4041 (C) www.maschiofood.com			
			Flagged Katie Hunter 05/03/2018 06:47 PM	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.			