

# Administrative Review Report

JERSEY CITY BD OF ED – 017-02390 – Hudson County

## Findings and Corrective Action:

<b>SFA Name</b>	<b>Jersey City Board of Education</b>	
<b>Form Name</b>	Off-Site Assessment Tool	
<b>Question #</b>	1005	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:43 PM	LWP policy has to be evaluated and then posted. 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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	11	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:40 AM	For the SBP classroom meal service was observed - 3 breakfasts were incomplete. Students did not select nor were they served at least three of four items including the 1/2 c of fruit or vegetable.  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.
<b>Site Name</b>	<b>17 JOSEPH H BERNINGER</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	11	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:42 AM	For the SBP classroom meal service was observed -44 meals were incomplete. Students did not select nor were they served at least three of four items including the 1/2 c of fruit or vegetable.  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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	13	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:43 AM	For SBP-meal counts on rosters did not add up to the actual meal counts entered in the POS from the rosters. A SOP should be developed to ensure that meal counts for all classrooms are entered in the POS and that the total for each classroom roster equals the total for each classroom entered in the POS.  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
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	13	
<b>Due Date</b>	07/10/2017	

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<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:43 AM	For SBP-meal counts on rosters did not add up to the actual meal counts entered in the POS from the rosters. A SOP should be developed to ensure that meal counts for all classrooms are entered in the POS and that the total for each classroom roster equals the total for each classroom entered in the POS.  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
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	13	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:43 AM	For SBP-meal counts on rosters did not add up to the actual meal counts entered in the POS from the rosters. A SOP should be developed to ensure that meal counts for all classrooms are entered in the POS and that the total for each classroom roster equals the total for each classroom entered in the POS.  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
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	17	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:44 AM	NSLP-Recorded lunch counts for three days were compared to the "Z" out cash register tapes. The categorical meal counts for each day did not match the number of categorical lunches recorded.  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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	17	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:44 AM	SBP-Two days for the review month were compared to the number of check marks on the rosters to the meal counts entered in the POS. Meal counts on rosters did not add up to the actual meal counts entered in the POS from the rosters. A SOP should be developed to ensure that meal counts for all classrooms are entered in the POS and that the total for each classroom roster equals the total for each classroom entered in the POS.  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.
<b>Site Name</b>	<b>Empowerment Academy</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	17	
<b>Due Date</b>	07/10/2017	

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<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:45 AM	NSLP-Recorded lunch counts for four days were compared to the cash register tapes. The categorical meal counts for each day did not match the number of categorical lunch meal counts recorded.  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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	17	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:45 AM	For school breakfast dated meal count rosters are not maintained, therefore the meal count for the review month could not be confirmed. If classroom rosters are used to obtain the point of service meal counts and then the names of the students are entered in the POS to consolidate the categorical meal counts dated rosters must be maintained as a program record.  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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	22	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:47 AM	Meal counts recorded on the SFA form ASSP-Production Record (form 189) did not match the snack counts claimed for the review month.  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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	22	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:47 AM	Meal counts recorded on the SFA form ASSP-Production Record (form 189) did not match the snack counts claimed for the review month.  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.
<b>Site Name</b>	<b>Empowerment Academy</b>	
<b>Form Name</b>	S-1	
<b>Question #</b>	22	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:47 AM	Meal counts recorded on the SFA form ASSP-Production Record (form 189) did not match the snack counts claimed for the review month. Snacks were claimed on one Saturday (3/18/17) and one Sunday (3/19/17)  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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<b>SFA Name</b>	<b>Jersey City Board of Education</b>	
<b>Form Name</b>	On-Site Assessment Tool	
<b>Question #</b>	126	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:39 PM	Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. 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.
<b>SFA Name</b>	<b>Jersey City Board of Education</b>	
<b>Form Name</b>	On-Site Assessment Tool	
<b>Question #</b>	131	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:39 PM	During the state agency review of selected denied applications, one determination error was found. 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.
<b>SFA Name</b>	<b>Jersey City Board of Education</b>	
<b>Form Name</b>	On-Site Assessment Tool	
<b>Question #</b>	136	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:40 PM	Observed at <b>Beloved Charter</b> . The student's name and eligibility-Free was written on a post it by an administrator and handed to the student. Safeguards must be in place to ensure that there is no overt identification of students eligible for free or reduced price meals during the meal service or at any other time. Names and eligibility categories of these students must remain confidential and be used only to provide meal benefits. 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.
<b>SFA Name</b>	<b>Jersey City Board of Education</b>	
<b>Form Name</b>	On-Site Assessment Tool	
<b>Question #</b>	208	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:41 PM	The Confirming Official must record on the Verification Tracker the date of the confirmation review. 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.
<b>SFA Name</b>	<b>Jersey City Board of Education</b>	
<b>Form Name</b>	On-Site Assessment Tool	
<b>Question #</b>	1501	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:41 PM	SFA must retain program records for 3 years after the final claim for reimbursement for the fiscal year or until resolution of any audit findings. Records include dated meal count rosters for breakfast, lunch and after school snack. 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.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	317	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:48 AM	SFAs are required to protect the identity of students receiving free or reduced meal benefits when lunches are served. Meal cards, tickets, rosters, replacement "ticket" etc. used to obtain reimbursable meal counts cannot be coded or colored in a manner that would overtly identify free or reduced eligible students. For POS systems, steps must be taken to assure that computer screens cannot be viewed by other students or the information should be masked or coded so that student eligibility information is not easily identified. SFAs must also make reasonable efforts to publicize and encourage use of prepayment options by students. 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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	318	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:53 AM	<b>CEP School</b> -An accurate count of reimbursable meals served, 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 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. Fiscal action will be taken. An over claim may be assessed.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	318	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:49 AM	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. 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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	318	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:53 AM	<b>CEP School</b> -An accurate count of reimbursable meals served, 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 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. Fiscal action will be taken. An over claim may be assessed.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	318	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:52 AM	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. 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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	320	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 02:59 PM	<b>CEP School</b> -Daily 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. The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast 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. An over claim may be assessed.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	320	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:57 AM	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 11:55 AM	NSLP meal totals, by category, 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 free, reduced, and paid reimbursable meals were served. When the 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

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		<p>should be streamlined and consistently provide accurate counts. The state agency has determined that the inaccurate method counting, combining, and recording of meals for NSLP is an ongoing systemic problem. The system of counting meals must be corrected.</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. Fiscal action will be taken.</p>
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	320	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 02:59 PM</p>	<p><b>CEP School</b> -Daily 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. The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast is an ongoing systemic problem. The system of counting meals must be corrected.</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. Fiscal action will be taken. An over claim may be assessed.</p>
<b>Site Name</b>	<b>Empowerment Academy</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	320	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 11:57 AM</p>	<p>Daily lunch meal totals, by category, 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 free, reduced, and paid 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. The inaccurate method counting, combining, and recording of meals for lunch is an ongoing systemic problem.</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. Fiscal action will be taken. An over claim may be assessed.</p>
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	320	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 11:59 AM</p>	<p>SBP meal totals, by category, 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 by category 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 counting process should be streamlined and consistently provide accurate counts. The SA has determined that the inaccurate method counting, combining, and recording of meals for SBP is an ongoing systemic problem.</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. Fiscal action will be taken.</p>
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	321	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 12:01 PM</p>	<p>Meal counts (SBP and/or NSLP) 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.</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. Fiscal action will be taken. An over claim may be assessed.</p>
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	321	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 12:02 PM</p>	<p>Meal counts (breakfast and/or lunch), 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.</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. Fiscal action will be taken. An over claim may be assessed.</p>
<b>Site Name</b>	<b>Empowerment Academy</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	321	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 12:02 PM</p>	<p>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. Charge meals must be correctly counted and claimed. The school's explanation does not describe an acceptable meal counting system for lunch. 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. Fiscal action will be taken. An over claim may be assessed.</p>
<b>Site Name</b>	<b>17 JOSEPH H BERNINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	



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<b>Question #</b>	321	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:04 PM	Breakfast and 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.  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.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	325	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:06 PM	Lunch counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. For the month of March meal counts for 3 days from cash register tapes were compared to the meal counts recorded on the edit check worksheet. Discrepancies were found. 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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	325	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:06 PM	The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast for the review period is an ongoing systemic problem. For 3 days in March SBP rosters counts were compared to the recorded counts on the edit check worksheet. Discrepancies were found. 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. An over claim may be assessed.
<b>Site Name</b>	<b>Empowerment Academy</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	325	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:07 PM	Lunch counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement.  For the month of March meal counts for 4 days from cash register tapes were compared to the meal counts recorded on the edit check worksheet. Discrepancies were found on 3 of the 4 days. Meal counts for each school should be verified prior to submitting and certifying the claim. 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. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	

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<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	400	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 12:08 PM</p>	<p>The 3 required meal components for breakfast must be available on every serving line/serving area prior to the beginning and during the entire meal service. If a serving line/serving area runs out of a component, the SFA must immediately add the missing meal component before any additional meals are claimed for reimbursement. To help assure that required food components are available, food service personnel should monitor the serving lines/serving areas throughout the meal service. Accurate production records must be kept and should be used to plan appropriate number of items and quantities of meal components.</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.</p>
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	401	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 12:12 PM</p>	<p><b>Lunch</b> Students must take the required number of components in order for the meal to be claimed for reimbursement. If the SFA has offer versus serve (OVS), students must select at least 3 food components in the proper quantities. One component selected must be ½ cup fruit and/or vegetable.</p> <p><b>Breakfast</b> Students must take the required number of components in order for the meal to be claimed for reimbursement. If the SFA has OVS, students must select at least 3 food items in the proper quantities. One item selected must be ½ cup fruit and/or vegetable.</p> <p>Food service staff/cashiers/teachers and classroom staff must receive training on how to accurately recognize a reimbursable meal under OVS.</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.</p>
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	401	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 12:10 PM</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/classroom staff should receive training on how to accurately recognize a reimbursable breakfast.</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.</p>
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	401	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	<p>Flagged Janice Vecchione 06/08/2017 12:11 PM</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.</p> <p>Food service staff/teachers and classroom staff should receive training on how to</p>

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		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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	402	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:14 PM	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). Some classrooms received less than 1 c of fruit. When planning menus, refer to the Breakfast 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. Indicate the date of implementation.
<b>Site Name</b>	<b>17 JOSEPH H BERNINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	402	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:15 PM	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). Only 1/2 c fruit was served instead of the required 1 c. When planning menus, refer to the Breakfast 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, and 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. Indicate the date of implementation.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	403	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:16 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.
<b>Site Name</b>	<b>17 JOSEPH H BERNINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	403	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:16 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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	405	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:18 PM	When serving family style in the PK classes-For lunch, a sufficient amount of prepared food must be placed on each table to provide the full required portions of each of the 5 components for all students. It is the responsibility of the supervising adult(s) to actively encourage each student to accept the required portion of each component of the lunch meal pattern. Staff responsible for serving and overseeing the meal service should be trained to assure reimbursable meals are served.  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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	405	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:18 PM	When serving family style in the PK classes-For lunch, a sufficient amount of prepared food must be placed on each table to provide the full required portions of each of the 5 components for all students. It is the responsibility of the supervising adult(s) to actively encourage each student to accept the required portion of each component of the lunch meal pattern. Staff responsible for serving and overseeing the meal service should be trained to assure reimbursable meals are served.  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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	407	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:19 PM	When making substitutions to the planned <b>lunch</b> menu, the SFA must make sure the substitution is appropriate and will still provide a reimbursable meal. Substitutions made for vegetables must still meet the weekly sub group requirements. When making substitutions to the planned <b>breakfast</b> menu, the SFA must make sure the substitution is appropriate and will still provide a reimbursable meal.  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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	500	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:21 PM	At breakfast, under offer versus serve, 4 food items from the 3 required meal components must be offered to students in minimum required quantities. Students must select a minimum of 3 food items in the required portion size. One of the food items selected must be at least ½ cup fruit and/or vegetable. Food service staff/teacher and classroom aides 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.
<b>Site Name</b>	<b>17 JOSEPH H BERNINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	500	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:21 PM	Under Offer vs. Serve <b>SBP</b> -4 food items from the 3 required meal components must be offered to students in minimum required quantities. Students must select a minimum of 3 food items in the required portion size. One of the food items selected must be at least ½ cup fruit and/or vegetable. <b>NSLP</b> -5 food items from the 5 required meal components must be offered to students in minimum required quantities. Cashiers were telling students they had to select a fruit or milk although they already had 3 components including a 1/2 c of vegetable. For SBP and NSLP students must select a minimum of 3 food items in the required portion size. One of the food items selected must be at least ½ cup fruit and/or vegetable. 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.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	901	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:22 PM	SFAs must conduct an on-site accountability review prior to February 1st each school year. The SBP (Form 292) and NSLP On-Site Accountability Review Form (142) 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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1403	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged Flagged Janice Vecchione 06/08/2017 12:27 PM	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. An incomplete HACCP Plan was available. Each SOP must be signed and dated indicating the review and implementation date. After review and implementation sign and date each applicable SOP. 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.
<b>Site Name</b>	<b>SOARING HEIGHTS CS</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1403	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:27 PM	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. An incomplete HACCP Plan was available. Each SOP must be signed and dated indicating the review and implementation date. After review and implementation sign and date each applicable SOP. 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.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1403	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:27 PM	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. An incomplete HACCP Plan was available. Each SOP must be signed and dated indicating the review and implementation date. After review and implementation sign and date each applicable SOP. 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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1403	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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JERSEY CITY BD OF ED – 017-02390 – Hudson County

<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:27 PM	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. An incomplete HACCP Plan was available. Each SOP must be signed and dated indicating the review and implementation date. After review and implementation sign and date each applicable SOP. 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.
<b>Site Name</b>	<b>Empowerment Academy</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1403	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:27 PM	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. An incomplete HACCP Plan was available. Each SOP must be signed and dated indicating the review and implementation date. After review and implementation sign and date each applicable SOP. 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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1403	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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JERSEY CITY BD OF ED – 017-02390 – Hudson County

<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:27 PM	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. An incomplete HACCP Plan was available. Each SOP must be signed and dated indicating the review and implementation date. After review and implementation sign and date each applicable SOP. 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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1405	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:29 PM	The most recent safety inspection must be posted in a location visible to the public. The food safety inspection report was not posted in a publicly visible location.  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.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1405	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:29 PM	The most recent safety inspection must be posted in a location visible to the public. The food safety inspection report was not posted in a publicly visible location.  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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1405	
<b>Due Date</b>	07/10/2017	



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<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:29 PM	The most recent safety inspection must be posted in a location visible to the public. The food safety inspection report was not posted in a publicly visible location.  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.
<b>Site Name</b>	<b>Empowerment Academy</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1405	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:29 PM	The most recent safety inspection must be posted in a location visible to the public. The food safety inspection report was not posted in a publicly visible location.  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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1405	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:29 PM	The most recent safety inspection must be posted in a location visible to the public. The food safety inspection report was not posted in a publicly visible location.  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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1406	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	

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<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:33 PM	On production records as per HACCP the time and temperature must be recorded for all applicable menu items. 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.
<b>Site Name</b>	<b>SOARING HEIGHTS CS</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1406	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:33 PM	On production records as per HACCP the time and temperature must be recorded for all applicable menu items. Explain in detail, how he finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1406	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:33 PM	On production records as per HACCP the time and temperature must be recorded for all applicable menu items. 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.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1406	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:33 PM	On production records as per HACCP the time and temperature must be recorded for all applicable menu items. 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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1406	
<b>Due Date</b>	07/10/2017	

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<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:33 PM	On the day of review the fresh pears and apples were not washed prior to consumption. On production records as per HACCP the time and temperature must be recorded for all applicable menu items.  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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1407	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:34 PM	SFA did have temperature logs beginning the day of review, but not prior. Temperature logs prior to the day of the review were not available or maintained. 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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1410	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 02:53 PM	The review of products on-site at reviewed schools or at off-site storage facilities 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. Indicate the date of implementation.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1503	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:37 PM	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:36 PM	SFA must retain program records for 3 years after the final Claim for Reimbursement for the fiscal year or until resolution of any audit findings. Dated breakfast rosters must be maintained in addition to all other program records. 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.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1503	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:37 PM	
<b>Corrective Action History</b>	Flagged	SFA must retain program records including dated rosters for 3 years after the final

# Administrative Review Report

JERSEY CITY BD OF ED – 017-02390 – Hudson County

	Janice Vecchione 05/15/2017 12:13 PM	Claim for Reimbursement for the fiscal year or until resolution of any audit findings. 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.
<b>Site Name</b>	<b>14 Ollie Culbreth Jr.</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1700	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:39 PM	As discussed at the exit conference, 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. Indicate the date of implementation.
<b>Site Name</b>	<b>Beloved Charter School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1700	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:39 PM	As discussed at the exit conference, 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. Indicate the date of implementation.
<b>Site Name</b>	<b>29 Gladys Nunery School</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1700	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:39 PM	As discussed at the exit conference, 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. Indicate the date of implementation.
<b>Site Name</b>	<b>Empowerment Academy</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1700	

# Administrative Review Report

JERSEY CITY BD OF ED – 017-02390 – Hudson County

<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:39 PM	As discussed at the exit conference, 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. Indicate the date of implementation.
<b>Site Name</b>	<b>17 JOSEPH H BERNSINGER</b>	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1700	
<b>Due Date</b>	07/10/2017	
<b>Corrective Action Status</b>	Flagged	
<b>Corrective Action History</b>	Flagged Janice Vecchione 06/08/2017 12:39 PM	As discussed at the exit conference, 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. Indicate the date of implementation.