

OCEAN CO VOC-02903790 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
Off-Site Assessment Tool	Off-Site Assessment Tool	Local School Wellness		1003	06/21/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:24 AM	CAP Accepted			
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:56 AM	Principal in charge of wellness will hold meeting and document discussion. This will occur by 9/15/18			
			Flagged Lorena Paredes 05/20/2018 11:06 PM	SFAs must permit stakeholders (parents, students, representatives of the school district, physical education teachers, school health professionals, the school board, school administrators, and the general public) to participate in reviewing and updating the Local School Wellness Policy. 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	Local School Wellness		1006	06/21/2018	Flagged	
Corrective Action History			Flagged Lorena Paredes 04/16/2018 12:01 PM	SFAs are required to inform the public (including parents, students and others in the community) about the results of the most recent assessment of the Local School Wellness Policy. Acceptable methods may include disseminating printed or electronic copies or posting the completed assessment on the SFA's school web 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.			
Off-Site Assessment Tool	Off-Site Assessment Tool	School Breakfast and Summer Food Service Program Outreach		1600	06/21/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:44 AM	CAP Accepted			
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:54 AM	Flyers have been distributed to all students and posted on the parent portal. There is a link on our website to the summer meal info from the state.			
			Flagged Lorena Paredes 05/20/2018 11:07 PM	SFAs must inform households of the availability of the School Breakfast Program at the beginning of the school year and send reminders about the program throughout the school year. Information can be included on printed material or menus that are distributed to households or can be posted on the SFA's web 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.			
Off-Site Assessment Tool	Off-Site Assessment Tool	Civil Rights		803	06/21/2018	CAP Accepted	

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Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:23 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:53 AM	Form 148 was will be made available at each of the three main offices that serve lunch and breakfast.		
			Flagged Lorena Paredes 05/20/2018 11:06 PM	SFAs must have a procedure for receiving and processing complaints alleging discrimination in the school meal programs. Complaints can be verbal or written.. The USDA Program Discrimination Complaint Form (#148) can be used and is available on the Department Of Agriculture web site at: www.nj.gov/agriculture/applic/forms/#5 . Civil rights complaints can either be sent to the New Jersey Division of Food and Nutrition which is turn will forward the complaint to the Civil Rights Division of the Regional USDA Food and Nutrition Services Office. Complaints can also be sent directly to the U.S. Department of Agriculture by (1) mail: Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@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.		
Off-Site Assessment Tool	Off-Site Assessment Tool	SFA/Sponsor On-Site Monitoring		900	06/21/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:43 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:54 AM	The on-site was done before February 1st and shown to the auditor, it was in the breakfast folder and not in the on-site folder.		
			Flagged Lorena Paredes 05/20/2018 11:07 PM	All SFAs must conduct, at a minimum, one on-site accountability review of each school's breakfast program under its sponsorship by February 1st each year. The on-site review must be conducted by a SFA employee. The SBP On-Site Monitoring Form (#292) 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.		
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance		126	06/21/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:47 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:54 AM	date of correction will be entered.		
			Flagged Lorena Paredes 05/20/2018 11:06 PM	One incomplete application (# 18) due to a missing social security number was found during the State Agency review of the selected applications. Error was recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for the application error.		
On-Site Assessment Tool	On-Site Assessment Tool	Verification		209	06/21/2018	CAP Accepted

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Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:24 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:55 AM	Form 237 was sent to the household with no reply so form 244 was sent informing them that the students meal status was changed to paid.		
			Flagged Lorena Paredes 05/20/2018 11:06 PM	The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. A household's previous year's tax return (unless household is self-employed) cannot be accepted as it is not the most current income information. It is recommended that staff responsible for the verification process view the recorded Verification webinar available under the Training tab in SNEARS. 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	Offer vs Serve - Day of Review	MATES	500	06/21/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:44 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:54 AM	We will make sure there are more than one vegetable offered for each meal beginning 9/8/18		
			Flagged Lorena Paredes 05/20/2018 11:07 PM	At lunch, under offer versus serve, all 5 required meal components are offered to students in minimum required quantities. Students must take a minimum of 3 food components in the required portion size. One component selected must be at least ½ cup fruit and/or vegetable. Students must not be automatically given a component, in this case carrots. Students should have the choice to decline the vegetable and/or 2 other components. 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	Offer vs Serve - Day of Review	MATES	501	06/21/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:23 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:56 AM	Food service staff/cashiers will do appropriate webinars regarding offer vs serve.		
			Flagged Lorena Paredes 05/20/2018 11:06 PM	Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American	MATES	1403	06/21/2018	CAP Accepted

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Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:22 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:53 AM	Forms have been signed and implemented.		
			Flagged Lorena Paredes 05/20/2018 11:04 PM	Although SFA did have a copy of the written food safety plan available, after review, it was noted that Standard Operating Procedures (SOPs) were not signed and dated to show they were 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	MATES	1404	06/21/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:42 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:55 AM	There were two inspections done one on 10/11/17 and one on 3/23/18. The March one was not in the folder at the time of review. I will upload it so you can see it.		
			Flagged Lorena Paredes 05/20/2018 11:06 PM	SFA did not have documentation indicating that two food safety inspections were requested in the current or previous 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	Meal Components and Quantities - Day of Review	MATES	403	06/21/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:42 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:54 AM	For the up coming school year we will be offering a low-fat white milk as well as the fat free white milk.		
			Flagged Lorena Paredes 05/20/2018 11:06 PM	A minimum of two varieties of fluid milk must be offered throughout the 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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On-Site Assessment Tool	On-Site Assessment Tool	Civil Rights		810	06/21/2018	CAP Accepted
Corrective Action History			CAP Accepted Lorena Paredes 07/03/2018 10:44 AM	CAP Accepted		
			CAP Submitted PAT MEERLEVELD 06/14/2018 11:54 AM	The updated version of the non-discrimination statement will be used on all program materials including the website.		
			Flagged Lorena Paredes 05/20/2018 11:07 PM	The current USDA non-discrimination statement must be included on all program materials/documents distributed to households or posted on the SFA's website. The current statements [regular and shortened version for limited space (Form #213)], are available on the Department of Agriculture Forms web site or at the following link: http://www.fns.usda.gov/fns-nondiscrimination-statement . 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.		