

Sephardic Bet Yaakov-03009743 - Corrective Action Report

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	Bnot Yisrael	318		CAP Accepted	
Corrective Action History			CAP Accepted Amy Martin 04/04/2018 10:47 AM	CAP Accepted			
			CAP Submitted CHAVA BLOCH 03/22/2018 11:20 AM	3/15/18 We had a meeting on 3/14/18 for all teachers/food service staff regarding service of meals for both lunch and breakfast. I reviewed in detail what needs to happen and when: Offer students food items When they choose all 3 (breakfast) or 4 (lunch) components that comprise a reimbursable meal, mark it off. (right away). Students that are absent should get an A by their name. Students that don't take a reimbursable meal should get an X by their name. All our teachers/food service staff were reminded about the fact that their markings are linked to actual money and were warned to fill out their rosters more accurately. I will be doing spot checks on random days to all the classes, thus eliminating any weak spots and/or clarifying any questions.			
			Flagged Amy Martin 03/09/2018 10:00 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. Although no ineligible meals were observed on the day of review, rosters must be checked immediately following the student receiving a complete, reimbursable meal. In one classroom at breakfast, the teacher marked the child as receiving a meal, but when I began counting the students and roster, changed one student to absent (A). In another classroom, the students had already began eating and when asked for the roster, the teacher explained that her assistant (who had left the room) does the roster. When the assistant returned, the roster was in a drawer in the desk, incomplete for the day. She then completed the roster. 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 - Review Period	Bnot Yisrael	323		CAP Accepted	
Corrective Action History			CAP Accepted Amy Martin 04/04/2018 11:09 AM	CAP Accepted			
			CAP Submitted CHAVA BLOCH 03/22/2018 11:21 AM	3/13/18 I clarified that the Attendance Factor was incorrectly determined on the January worksheets. I spoke to my technical support for the computer system that determines the attendance factor and it is now set to determine the attendance factor the right way.			
			Flagged Amy Martin 03/09/2018 10:00 AM	On 50% or more of the serving days during the review month, the number of free, reduced price and/or paid meals claimed for breakfast exceeded the number of attendance adjusted eligible students. After review of all the documentation, the reviewer attributes the error to an incorrectly determined Attendance Factor. During the exit conference, the correct method of obtaining the AF was discussed. Immediate investigation and explanation is necessary. Explain in detail, how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Review Period	Bnot Yisrael	409		CAP Accepted	

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History			CAP Accepted Amy Martin 04/04/2018 11:21 AM	CAP Accepted		
			CAP Submitted CHAVA BLOCH 03/22/2018 11:22 AM	3/15/18 We had a meeting on 3/14/18 for all teachers/food service staff. I spoke to them about the meal requirements and that the students must take the fruit in order for the meal to be counted as reimbursable meal. Also, going forward, we will be noting exactly what fruit was served on each day on the production records.		
			Flagged Amy Martin 03/09/2018 10:00 AM	At breakfast, all required meal components must be selected by students in order to claim for reimbursement. On three (3) days at breakfast during the review month, more meals were claimed than fruit served per the production records. Since fruit is a required meal component at breakfast, the meals that did not include a fruit are ineligible for reimbursement. Unfortunately the production record was very vague on two (2) of the days and simply stated fruit 1 c. On the third day, 1 cup of apple juice was served. Per the FSD, juice is poured into 1 cup portions from larger bottles. Below is a breakdown of the meals claimed on the specific dates per the ECW and per the production record (P-8 + 9-12 PR). 1/10/18: ECW claimed: 309 PR: 287 +22 meals 1/11/18: ECW claimed: 316 PR: 304 +12 meals 1/12/18: ECW claimed: 302 PR: 285 +17 meals TOTAL: +51 meals 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	Civil Rights		810		CAP Accepted
Corrective Action History			CAP Accepted Amy Martin 04/04/2018 11:10 AM	CAP Accepted		
			CAP Submitted CHAVA BLOCH 03/22/2018 11:21 AM	3/13/18 The non-discrimination statement has been added to the Notification of CEP letter.		
			Flagged Amy Martin 03/09/2018 10:00 AM	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 Notification of CEP participationsent to the households did not contain the non-discrimination statement. 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.		