### Corrective Action History

**Off-Site Assessment Tool**
- **CAP Removed** Amy Martin 10/18/2017 03:35 PM
- **Flagged** Amy Martin 10/10/2017 12:01 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.

**On-Site Assessment Tool - Site**
- **CAP Accepted** Amy Martin 12/06/2017 11:36 AM
- **CAP Submitted** NATHAN KLEIN 11/29/2017 02:43 PM
- As of October 19, 2017, we are making sure that every meal claimed for reimbursement contains at least a half cup of fruits or vegetables. Signs have been posted to that effect, and cashiers were re-trained to recognize a reimbursable meal.

**Corrective Action History**
- **Flagged** Amy Martin 10/25/2017 10:54 AM
  - At breakfast, students must select at least three (3) of the four (4) food items, with one of which being a 1/2 cup of fruit in order to claim the meal as reimbursable. During the review month (9/13/17), 37 meals were claimed for breast, however only 36 apples were served. Apples were the only fruit offered that day, therefore one student did not take an apple, therefore is not reimbursable. 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.