

# WDSTWN PILSGR REG BD O ED-03305910 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		126	06/22/2018	CAP Accepted	
<b>Corrective Action History</b>			CAP Accepted Amy Martin 06/05/2018 11:00 AM	CAP Accepted			
			CAP Submitted DEBORAH LAKE 05/30/2018 08:14 AM	1) The district will ensure that all case numbers are either 6 or 9 digits. Corrective action has taken place as of May 24, 2018 2) The district will ensure that all income provided is captured and calculated correctly. Corrective action has taken place as of May 24, 2018.			
			Flagged Amy Martin 05/22/2018 11:03 AM	Incorrectly determined applications were found during the State Agency review of the selected applications. One (1) application contained an invalid case number per NJ guidance and one (1) application determined as free based on income when it should have been reduced. 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.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review (400-408)	WOODSTOWN HIGH SCHOOL	401	06/22/2018	CAP Accepted	
<b>Corrective Action History</b>			CAP Accepted Amy Martin 06/05/2018 11:00 AM	CAP Accepted			
			CAP Submitted DEBORAH LAKE 05/31/2018 03:58 PM	On 5/30/2018 we held a Tool Box Training Workshop on Offer vs Serve for all of the cashiers and servers.			
			Flagged Amy Martin 05/22/2018 11:04 AM	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. One (1) meal claimed for reimbursement at lunch did not contain all the required meal components (missing the required 1/2 cup fruit or vegetable component) and one (1) meal claimed at lunch did not contain the required meal components in sufficient quantities. -one meal contained an Italian hoagie and milk (ineligible) -one meal contained diced chicken, 1/2 cup juice, and 1/2 cup corn 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.			