

CARL E RUTH REG BD OF ED-00300745 - Corrective Action Report (Detail)

Note: The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svste

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	CARL E RUTH REG BD OF ED-00300745	126	02/24/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 02/24/2025 10:48 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 03:00 PM				
	This error was fixed in the current year as soon as we learned about this requirement. We recently uploaded the Direct Certification again which overrode our changes - we just made the correction again on 2-21-2025. It would be helpful for the correction to be made on the file so this does not happen again in the future. However we have made a notation of this and by participating in all training regarding the proper management of the direct certification and lunch application process this type of error will be eliminated.				
	Corrective Action Plan: Rejected by Kaitlyn Matthews 02/21/2025 02:45 PM				
	Please indicate the date of implementation.				
	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 02:34 PM				
	This error was fixed in the current year as soon as we were notified about this change in eligibility for eligible DC Medicaid students. By participating in all training regarding the proper management of the direct certification and lunch application process this type of error will be eliminated.				
	Flagged by Kaitlyn Matthews 01/24/2025 09:08 AM				
	Application 25515 was determined DC Medicaid Reduced. However, the family completed an application that qualifies as free. A free application takes precedence over DC Medicaid Reduced.				
Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1 and/or SFA-2.)					
The SFA must indicate the date of correction for all application errors. Do not identify the students’ names when providing the documentation under the SFA comments.					
Verification	Verification (On-Site Assessment Tool) (207H)	CARL E RUTH REG BD OF ED-00300745	208	02/24/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 02/24/2025 10:48 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 02:52 PM				
	The school district will ensure that all applications that are flagged to be confirmed or verified are attached to a completed confirmation review form that includes every details about the confirmation process for the 2025-2026 school year.				
	Corrective Action Plan: Rejected by Kaitlyn Matthews 02/21/2025 02:45 PM				
	Please indicate the date of implementation.				
	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 02:23 PM				
Verification	The school distrriect will ensure that all applications that are flagged to be confirmed or verified are attached to a completed confirmation review form that includes every detailabout the confirmation process.				
	Flagged by Kaitlyn Matthews 01/24/2025 09:07 AM				
	Application 25516 does not indicate that a confirmation review was conducted. The Confirming Official must record on the Verification Tracker or application 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.					
Verification	Verification (On-Site Assessment Tool) (207H)	CARL E RUTH REG BD OF ED-00300745	215	02/24/2025	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 02/24/2025 10:48 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 03:00 PM				
	We are setting recurring calendar reminders to ensure that we complete the verification process by the deadline. To make sure that the staff understand the importance of this timing, we will be participating in all trainings concerning the school lunch program for the 2025-2026 school year. In addition, the timely submission of these verifications will become part of employee evaluations going forward effective 9-01-2025.				
	Corrective Action Plan: Rejected by Kaitlyn Matthews 02/21/2025 02:45 PM				
	Please indicate the date of implementation.				
Corrective Action History	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 02:31 PM				
	We are setting recurring calendar reminders to ensure that we complete the verification process by the deadline. To make sure that the staff understand the importance of this timing, we will be participating in all trainings concerning the school lunch program in the future. In addition, the timely submission of these verifications will become part of employee evaluations going forward.				
	Flagged by Kaitlyn Matthews 01/24/2025 09:07 AM				
Corrective Action History	Verification was not complete by November 15th. The SFA must complete the Verification Process which includes sending the "Verification Results Letter" (Form 244) by the November 15th deadline.				
	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.				
Meal Counting and Claiming	Meal Counting and Claiming (Off-Site Assessment Tool) (300H)	CARL E RUTH REG BD OF ED-00300745	308	02/24/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 02/21/2025 02:44 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 02:36 PM				
	The current Application Packet does not allow me to update the site details for our school. WE will be updating the site details to include the side cafeteria when we submit the application for the 2025-2026 school year.				
Corrective Action History	Flagged by Kaitlyn Matthews 01/24/2025 09:06 AM				
	Meal service at alternate points of service other than the cafeteria (e.g. classrooms, kiosks, trailers, etc.) must be approved by the State Agency. To receive approval for alternate serving locations, the Site Details page of the Schedule A in SNEARS must be revised. Indicate the date of revision.				
Revenue From Non-Program Foods	Revenue from Nonprogram Foods (Off-Site Assessment Tool) (710H)	CARL E RUTH REG BD OF ED-00300745	709	05/28/2025	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lisa Garland 05/28/2025 10:15 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jessenia Kan 05/22/2025 05:10 PM				
	<p><i>The Non-Program Food Costs and Non-Program Revenue reflected on B-5 and the Non-Program Revenue Tool submitted include a la carte and catering sales of \$84,870 from our cafeteria program plus vended meal sales to three neighboring school districts totaling \$540,816 for the 23/24 school year. When determining prices for vended meals we set them to be adequate to cover all costs associated with the service. Since these meals are provided to schools that do not have kitchen facilities we keep the prices as low as possible to create a mutually beneficial option for all school districts involved. We raise a la carte prices and vended meal prices annually to ensure that adequate margins are maintained.</i></p> <p>Flagged by Lisa Garland 05/20/2025 01:28 PM</p> <p>FINDING: Non-Program Food Revenue Tool.</p> <p>Revenues from the sales of non-program foods are insufficient to cover the costs of those non-program foods in the school food service account. Therefore, in-compliant per 7 CFR 210.14(f)</p> <p>Additional Revenue needed to comply</p> <p>Please submit a required Corrective Action Plan</p> <p>Thank You</p>				
Professional Standards	Professional Standards (On-Site Assessment Tool)	CARL E RUTH REG BD OF ED-00300745	1219	02/24/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 02/24/2025 10:48 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 03:02 PM				
	All staff involved with the School Nutrition Program will receive training annually using the resources provided by SNEARS - training will be conducted every summer by August 30th. For the current year, all pending training will be completed by March 15th, 2025.				
	Corrective Action Plan: Rejected by Kaitlyn Matthews 02/21/2025 02:45 PM				
	Please indicate the date of implementation.				
	Corrective Action Plan: Submitted by Jessenia Kan 02/21/2025 02:25 PM				
	All staff involved with the School Nutrition Program will receive training annually using the resources provided by SNEARS.				
	Flagged by Kaitlyn Matthews 01/24/2025 09:07 AM				
	Employees outside of the School Nutrition Program whose responsibilities include duties related to the operation of the School Nutrition Program must complete NJDA Civil Rights Training and additional applicable trainings such as: Verification, Direct Certification, and Determining Official.				
	Administrative, office and/or other school staff (e.g. teachers serving and/or counting meals in the classroom) who regularly work on National School Lunch and/or School Breakfast related activities throughout the school year must meet professional standard training requirements. Staff working 20 or more hours on School Nutrition program related activities are required to complete at least 6 hours of annual training. Part time staff (working less than 20 hours per week) are required to complete at least 4 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are available in SNEARS under the trainings tab.				
	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.				

Report Selections

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged