WINDSOR PREP-03209636 - 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 syste

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Verification	Verification (On-Site Assessment Tool) (207H)	WINDSOR PREP-03209636	209	04/27/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Marianella Martins 05/08/2026 12:26 PM CAP Accepted				
	Corrective Action Plan: Submitted by Annmarie Scorzo 04/02/2026 09:29 PM To correct the finding Windsor Prep will complete the verification process according to guidelines established in The Eligibility Manual for School Meals. The staff members responsible for the verification process have rewatched the Verification webinar available under the Training tab in SNEARS. Staff members responsible will watch the live Verification webinar in future school years to maintain a clear understanding of the verification process so the error will not reoccur in the future. Specifically, for the particular error cited, in addition to Training Webinars, the staff members responsible for the verification process have been made aware that gross income (not net income) is used to determine eligibility for free or reduced priced meals. Corrective action for this finding has been implemented as of March 19, 2026.				
	Corrective Action Plan: Rejected by Marianella Martins 03/27/2026 10:24 AM The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. 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.				
	Corrective Action Plan: Submitted by Marianella Martins 03/27/2026 10:22 AM The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. 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.				
	Corrective Action Plan: Removed by Marianella Martins 03/27/2026 10:22 AM CAP Removed				
	Corrective Action Plan: Submitted by Marianella Martins 03/24/2026 11:15 AM The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. 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.				
	Flagged by Marianella Martins 03/24/2026 11:16 AM The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. 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.				

Report Selections

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