

EVESHAM TWP BD OF ED-00501420 - 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 system-wide.

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	EVESHAM TWP BD OF ED-00501420	126	05/15/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:53 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Amy Martin 04/12/2024 12:28 PM				
	Completed by SFA. SFA-1/2 updated by SFA.				
Corrective Action History	Flagged by Amy Martin 04/12/2024 09:43 AM				
	Incomplete 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 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.				
	Certification and Benefit Issuance	EVESHAM TWP BD OF ED-00501420	129	05/15/2024	CAP Accepted
	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	EVESHAM TWP BD OF ED-00501420	129	05/15/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jonathan Yates 04/15/2024 03:17 PM				
	All eligibility status letters will have the USDA nondiscrimination statement and right to appeal information. We will use the USDA template letters for future correspondence regarding the same. Implementation date: 4/15/2023				
Corrective Action History	Flagged by Amy Martin 04/12/2024 09:44 AM				
	Households must be notified, either in writing or verbally, of their eligibility status as approved for free or reduced price benefits. The SFA may e-mail the notification of the household's approval to the adult household member who signed the application. Any notification sent to the household regarding eligibility must include the current USDA non-discrimination statement as well as right to appeal information, including the Hearing Official's contact information.				
	Some emails and letters sent to households regarding eligibility status do not contain the current USDA nondiscrimination statement and the required hearing official and right to appeal information.				
	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.				

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Verification	Verification (On-Site Assessment Tool) (207H)	EVESHAM TWP BD OF ED-00501420	214	05/15/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jonathan Yates 04/15/2024 03:21 PM				
	Households for whom benefits were to be reduced or terminated, due to verification, will be given 10 calendar days written advance notice of the change. All employees involved in the verification process will provided a copy of the district's policy regarding the same. Date of implementation: 4/15/2023				
	Flagged by Amy Martin 04/12/2024 09:43 AM				
Corrective Action History	Households for whom benefits were to be reduced or terminated, due to verification, must be given 10 calendar days written advance notice of the change.				
	Explain, in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Revenue From Non-Program Foods	Revenue from Nonprogram Foods (Off-Site Assessment Tool) (710H)	EVESHAM TWP BD OF ED-00501420	709	07/02/2024	Flagged
Corrective Action History	Flagged by Lisa Garland 06/25/2024 11:48 AM				
	FINDING: Non-Program Food Revenue Tool.				
	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) Additional Revenue needed to comply				
	Please submit a required Corrective Action Plan				
	Thank You				
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	EVESHAM TWP BD OF ED-00501420	806	05/15/2024	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jonathan Yates 04/15/2024 03:20 PM				
	All staff will be provided civil rights training and documentation will be kept as a record of the training including attendee name, date of training, and topics covered. This will be kept on file at the district board offices and available for inspection annually. Date of implementation: 4/15/2023				
	Flagged by Amy Martin 04/12/2024 09:43 AM				
	Annual civil rights training is required for all staff who interact with program participants or applicants (e.g. cafeteria staff, free/reduced application approval). The SFA must keep documentation of the annual training that includes staff who attended, date of training and topics covered. Staff must complete the State Agency Civil Rights Self Study Guide or view the Civil Rights Webinar which can both be found in SNEARS.				
	Application approval staff/Verification staff does not have record of annual civil rights training.				
	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.				
Professional Standards	Professional Standards (On-Site Assessment Tool)	EVESHAM TWP BD OF ED-00501420	1213	05/15/2024	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by PAT GOULD 04/15/2024 01:13 PM				
	<p>The Food Service Director will provide a copy of all training related to food safety and track in SNA's tracker form.</p> <p>The Food Service Director will supply a date of completion to Amy Martin.</p>				
	<p>Flagged by Amy Martin 04/12/2024 09:44 AM</p> <p>The food service director is required to either have completed 8 hours of food safety training within the last 5 years prior to the on-site AR date or should have completed the training within 30 days of hire, if new. Food safety training must now be completed. A free Food Safety in Schools online training course is available from the Institute of Child Nutrition at https://theicn.org/ or the SFA can choose their own online or in person training resource to obtain the required food safety training.</p> <p>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 when the food safety training will be completed.</p>				
Group 1: CA Count (2)		EVESHAM TWP BD OF ED-00501420		05/15/2024	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:54 PM				
	CAP Accepted				
	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jonathan Yates 04/15/2024 03:16 PM				
	An on-site accountability review of breakfast will take place at each SFA site every year before February 1st. Implementation date: 4/15/2023.				
	Corrective Action Plan: Submitted by Jonathan Yates 04/15/2024 03:16 PM				
	An on-site accountability review of breakfast will take place at each SFA site every year before February 1st. Implementation date: 4/15/2023.				
	Flagged by Amy Martin 04/12/2024 09:44 AM				
	All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The NSLP and SBP On-Site Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee.				
Meal Components and Quantities - Review Period	Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
	Flagged by Amy Martin 04/12/2024 09:44 AM				
Meal Components and Quantities - Review Period	All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The NSLP and SBP On-Site Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee.				
	Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	FRANCES DEMASI MDL-ELEM-885	409	05/15/2024	CAP Accepted
	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:54 PM				
	CAP Accepted				

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Corrective Action History	Corrective Action Plan: Submitted by PAT GOULD 04/15/2024 01:10 PM
	<p>On 4-9-2024</p> <p>I met with the staff and let them know the importance of accurate accounting of all vegetables, fruit cup, whole fresh fruit. These numbers must be included on the production records daily as a total number.</p>

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	<p>Flagged by Amy Martin 04/12/2024 09:43 AM</p> <p>At lunch, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 5 components of the reimbursable lunch, in minimum daily and weekly requirements, are offered. Daily production records and supporting documentation (including but not limited to standardized recipes, food labels, CN Labels, manufacturer product formulation statements, USDA Foods Information Sheets, etc.) must be used to make sure menus are in compliance with the meal pattern.</p> <p>On multiple days of the review week, the production records indicate that fewer fruits and vegetables were served than meals claimed for reimbursement. Since, under offer versus serve, at least 1/2 cup of fruit or vegetable must be served for a meal to be claimed for reimbursement, those meals claimed in excess are disallowed.</p> <p>Tues, 3/12= 286 servings fruits and veg (F/V) + 4 salad entrees= 290 total F/V, however 314 meals claimed = 24 meals disallowed</p> <p>Wed, 3/13= 274 servings fruits and veg (F/V) + 4 salad entrees= 278 total F/V, however 295 meals claimed = 17 meals disallowed</p> <p>Thurs 3/14= 281 servings fruits and veg (F/V) + 4 salad entrees= 285 total F/V, however 444 meals claimed = 159 meals disallowed</p> <p>Fri 3/15= 366 servings fruits and veg (F/V) + 9 salad entrees= 375 total F/V, however 432 meals claimed = 57 meals disallowed</p> <p>24 + 17 + 159 + 57 = 257 total meals disallowed for no fruit or vegetable component.</p> <p>Explain in detail, how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	ROBERT B JAGGARD SCHOOL-883	318	05/15/2024	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/23/2024 03:53 PM
	CAP Accepted
	Corrective Action Plan: Submitted by PAT GOULD 04/15/2024 12:58 PM
	<p>On 4-10-2024 the corrective action plan is for the special needs students will be coming into the cafeteria line and receiving their meal. The will be in front of the cashier with their meal and be then entered into the POS help will be given to them if needed when entering their pin.</p> <p>There is one student that cannot come to the cafeteria, the manager will deliver the meal and then return and enter their pin umber into the POS.</p>
	<p>Flagged by Amy Martin 04/12/2024 09:44 AM</p> <p>An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for lunch. 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.</p> <p>The State Agency has determined that the inaccurate counting of meals observed at lunch is an ongoing systemic problem. The meal counting system must be corrected.</p> <p>During lunch, it was observed that meals were claimed for reimbursement that did not have an appropriate point of service (POS).</p> <p>For one classroom, an aide comes to the cafeteria and enters the student's PINs into the register. The aide then takes the pre-ordered meals to the classroom for the students.</p> <p>In another classroom, pre-ordered meals are assembled by the cafeteria and placed at the side of the serving line. An aide retrieves these meals and then distributes them to the students in the cafeteria. The PINs are entered into the cash register by the food service staff before the meals are retrieved by the aide.</p> <p>In both situations, the counts are taken when the meals are provided to the aides, not an eligible child.</p> <p>Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.</p>

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Report Selections

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