

EASTAMPTON TWP BD OF ED-00501250 - 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)	EASTAMPTON TWP BD OF ED-00501250	126	01/22/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Genel Cook-Wright 01/10/2025 10:53 AM CAP Accepted				
	Corrective Action Plan: Submitted by Jeannie Horner 01/08/2025 12:03 PM				
	12/20/2024- SFA called and received SS# over the phone. Ensuring the SS#s are listed when meal applications are submitted will be enforced effective 12/20/2024.				
	Flagged by Genel Cook-Wright 12/23/2024 12:46 PM				
	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. On the day of review, Application errors with missing SSNs were identified and recorded on the SFA-1.				
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	EASTAMPTON TWP BD OF ED-00501250	136	01/22/2025	CAP Accepted
	Corrective Action Plan: Accepted by Genel Cook-Wright 01/21/2025 10:32 PM CAP Accepted				

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Corrective Action History	<p>Corrective Action Plan: Submitted by Jeannie Horner 01/13/2025 12:31 PM</p> <p>This was sent in error.</p> <p>The district will follow the steps below to ensure there is no overt identification of students eligible for free or reduced price meals during the meal service or at any other time. Names and eligibility categories of these students will remain confidential and be used only to provide meal benefits.</p> <p>Beginning January 1,2025 an order form will be sent to all parents who would like to order a boxed lunch to be delivered to their students' classroom 30 minutes prior to dismissal. A Nutri Serve employee will deliver the meals to the classroom and mark the roster that they received a complete meal, the roster will then be entered into the POS System. Free, Reduced, NJEIE and Paid students will be sent the menu and order form 10 days before an early dismissal day. The order form has been uploaded in Documents.</p>
	<p>Corrective Action Plan: Rejected by Genel Cook-Wright 01/13/2025 10:16 AM</p> <p>The submitted CAP does not concur with previous submitted CAPs that state that lunch will be served to Free, Reduced, NJEIE and Paid students and an order form will be sent to all parents who would like to order a boxed lunch to be delivered to their students' classroom 30 minutes prior to dismissal.</p> <p>Please clarify and 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.</p>
	<p>Corrective Action Plan: Submitted by Ashlee Caldwell 01/06/2025 12:38 PM</p> <p>Effective 12/19/024, the district will not serve lunch or give bagged lunches to any students on early dismissal days .</p>

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	Flagged by Genel Cook-Wright 12/23/2024 01:15 PM				
	<p>Safeguards must be in place to ensure that there is no overt identification of students eligible for free or reduced price meals during the meal service or at any other time. Names and eligibility categories of these students must remain confidential and be used only to provide meal benefits.</p> <p>During the on-site review, the State Agency identified that on specific 1/2 days during the month of review (11/25/24, 11/26/24, 11/27/24), bagged lunch meals were provided and sent home to students who qualified for free and reduced meals only. Paid students did not receive meals. This action possibly resulted in a child being recognized as potentially eligible to receive free or reduced price meals. SFAs must assure that a child's eligibility status is not disclosed at any point in the process of providing free or reduced price meals, including notification of the availability of free or reduced price benefits; certification and notification of eligibility; provision of meals in the cafeteria; and the point of service.</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. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
Civil Rights	Civil Rights (On-Site Assessment Tool) (809H)	EASTAMPTON TWP BD OF ED-00501250	810	01/22/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Genel Cook-Wright 01/13/2025 10:19 AM CAP Accepted				
	Corrective Action Plan: Submitted by Ashlee Caldwell 01/10/2025 11:16 AM Effective January 2, 2025, Eastampton has updated Form 70 "Letter to Notify Household of Eligibility Status". Please see the attached example. In the future, V.U. will search for the new form annually in SNEAR under Resources.				
	Corrective Action Plan: Rejected by Genel Cook-Wright 01/10/2025 10:54 AM Please indicate the date of implementation.				
	Corrective Action Plan: Submitted by Ashlee Caldwell 01/06/2025 12:34 PM Eastampton has updated Form 70 "Letter to Notify Household of Eligibility Status". Please see the attached example. In the future, V.U. will search for the new form annually in SNEAR under Resources.				
	Flagged by Genel Cook-Wright 12/23/2024 12:46 PM The current USDA non-discrimination statement must be included on all program materials/documents distributed to households or posted on the SFA's website. The current statement is at the following link: https://www.nj.gov/agriculture/applic/forms/Form%20213%20USDA%20Nondiscrimination%20Statement.pdf . On the day of review, SA reviewed Form #70 Letter to Notify Household of Eligibility Status and the incorrect USDA non-discrimination statement is noted.				
	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 Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	Eastampton Community School-876	324	01/22/2025	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Genel Cook-Wright 01/13/2025 10:18 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jeannie Horner 01/08/2025 12:02 PM				
	Beginning January 1,2025 an order form will be sent to all parents who would like to order a boxed lunch to be delivered to their students' classroom 30 minutes prior to dismissal. A Nutri Serve employee will deliver the meals to the classroom and mark the roster that they received a complete meal, the roster will then be entered into the POS System. Free, Reduced, NJEIE and Paid students will be sent the menu and order form 10 days before an early dismissal day. The order form has been uploaded in Documents.				
	<p>Flagged by Genel Cook-Wright 12/23/2024 01:14 PM</p> <p>When conducting edit checks, if questionable patterns in the free, reduced price, or paid counts appear at lunch, an explanation must be provided. The system for counting lunch meals must provide accurate counts and must be implemented properly by the food service personnel responsible for taking daily meal counts.</p> <p>On the day of review, the SA reviewed the Edit Check worksheet for the month of review and found that for 3 days (11/25, 11/26 and 11/27) there were 0's entered in the Paid (claim) column and counts entered for FREE and REDUCED. The SFA informed the state agency that the Eastampton Community School had 1/2 days with no lunch service on 11/25, 11/26, 11/27 and bagged lunches were provided to students who qualified for Free and Reduced meals only. A total of 375 bagged lunches were sent home with students who qualified for FREE meals on 11/25-11/27. A total of 53 bagged lunches were sent home with students who qualified for REDUCED meals on 11/25-11/27. Paid students did not receive a bagged lunch meals.</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 of implementation. Fiscal action will be taken.</p>				
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	Eastampton Community School-876	325	01/22/2025	CAP Accepted

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	Flagged by Genel Cook-Wright 12/23/2024 01:09 PM				
Corrective Action History	Lunch counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim.				
	During the on-site review, the State Agency identified that on specific 1/2 days during the month of review (11/25/24, 11/26/24, 11/27/24), bagged lunch meals were provided and sent home to students who qualified for free and reduced meals only. Paid students did not receive meals. School meals can only be claimed for reimbursement on academic days when school is in session.				
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.					

Report Selections

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