

## EDGEWATER PARK BD OF ED-00501280 - 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)	EDGEWATER PARK BD OF ED-00501280	126	05/05/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Amy Martin 04/21/2025 10:37 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Amy Martin 03/27/2025 01:16 PM				
	completed 3/27/25				
<b>Corrective Action History</b>	Flagged by Amy Martin 03/27/2025 01:10 PM				
	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.				
Group 1: CA Count (2)		EDGEWATER PARK BD OF ED-00501280		05/05/2025	CAP Accepted

## EDGEWATER PARK BD OF ED-00501280 - 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
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Amy Martin 04/21/2025 10:38 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by NANCY LANE 03/27/2025 04:17 PM				
	In the future, the district will download Form 236 from the state website, to ensure we have the proper non-discrimination statement/wording when sending home to residents. Currently, we corrected this statement on the letter of notification of eligibility. A redacted example has been uploaded. Completed 3/27/25. nl				
	Flagged by Amy Martin 03/27/2025 01:10 PM				
	The SFA's verification notification letter must include all required information. It is highly suggested that the SFA use the "First Notice to Household" (Form 236).				
	The notification letter did not contain the current non-discrimination statement.				
	Explain, in detail, the specific steps that will be taken to meet this verification requirement and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.				
	Flagged by Amy Martin 03/27/2025 01:10 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: <a href="https://www.nj.gov/agriculture/applic/forms/Form%20213%20USDA%20Nondiscrimination%20Statement.pdf">https://www.nj.gov/agriculture/applic/forms/Form%20213%20USDA%20Nondiscrimination%20Statement.pdf</a>				
	The SFA must update their website to include the current non-discrimination statement. All forms must also be reviewed to ensure statement is provided and correct.				
	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.				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	SAMUEL M RIDGWAY MIDDLE SCHOOL-878	318	05/05/2025	CAP Accepted

## EDGEWATER PARK BD OF ED-00501280 - 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
Corrective Action History	<p>Corrective Action Plan: Accepted by Amy Martin 04/21/2025 10:38 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Darlene Crabtree 04/17/2025 09:09 AM</p> <p>we recognized there was a crowding issue, and we solved that on 4/14/25 by purchasing mobile pos stations to better place the cashier in an area that will be less crowded and allow the cashier to review the meal appropriately.</p> <p>On 4/10/25 the teacher was retrained and will no longer take the meal for the child , and will bring the child through the line. An email reminder to all staff will also go out on 4/17/25 to remind them of the same.</p> <p>Flagged by Amy Martin 03/27/2025 01:10 PM</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>On the day of observation, at lunch, the cashier did not have control of the meal service line. Many students passed through the register line after typing in their PIN, but did not slow down for the cashier to see their lunch tray. There were also multiple times when the cashier had to stop and write names on a separate sheet of paper, which caused a back up of the student's in the register queue and the student's continued to pass through.</p> <p>In addition, one meal was retrieved by a teacher and the student's PIN was put into the register. In NLSP, the point of service is where a determination can accurately be made that a reimbursable free, reduced price, or paid lunch has been served to an eligible child. Since the meal was provided to the teacher, it is not an appropriate POS in the NSLP.</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. 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. Fiscal action will be taken. An over claim may be assessed.</p>				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	SAMUEL M RIDGWAY MIDDLE SCHOOL-878	319	05/05/2025	CAP Accepted

## EDGEWATER PARK BD OF ED-00501280 - 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
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/21/2025 10:38 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Darlene Crabtree 04/17/2025 09:11 AM				
	As stated in previous answers. the mobile pos solution that began on 4/14/25 will rectify this problem moving forward. We have tested this out now for a few days now and all is working out good now.				
	Flagged by Amy Martin 03/27/2025 01:10 PM				
	<p>The use of excessive overrides is unreasonable at lunch and indicates the school does not have an accurate meal count system. It was determined that the excessive overrides of the POS system is an ongoing systemic problem at lunch. The system of counting meals, must be corrected to eliminate excessive overrides.</p> <p>At lunch, multiple overrides were used when students came through the meal service line and purchased foods that were not reimbursable. The cashier received a warning message on the computer screen, but could not proceed. The cashier then had to back out of the student and write their information and purchase details on a separate paper. This caused a slow down at the register and a back up of student's in the register queue. It was observed that at least two students left the serving area without the cashier even seeing them and more that the cashier did not see the tray to be able to determine if the meal was reimbursable. In addition, the meal charge policy must be followed at the registers.</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 Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	SAMUEL M RIDGWAY MIDDLE SCHOOL-878	401	05/05/2025	CAP Accepted

## EDGEWATER PARK BD OF ED-00501280 - 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
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/21/2025 10:38 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Darlene Crabtree 04/17/2025 09:03 AM				
	We were having difficulty with children behavior in the line which as of 4/14/25 has been rectified by making a mobile pos and placing it in a better location to avoid crowding. Our staff was retrained on making sure each child has a full reimbursable meal on 4/10/25				
	Flagged by Amy Martin 03/27/2025 01:10 PM				
	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.				
	At lunch, three meals were claimed for reimbursement that did not contain the required fruit or vegetable component.				
	Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch. 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.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	SAMUEL M RIDGWAY MIDDLE SCHOOL-878	409	05/05/2025	CAP Accepted

## EDGEWATER PARK BD OF ED-00501280 - 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
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/21/2025 10:38 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Darlene Crabtree 04/17/2025 09:13 AM				
	moving forward this will not happen again as the staff was retrained on 4/10/25 on how to properly fill out and double check production records				
	Flagged by Amy Martin 03/27/2025 01:10 PM				
	<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 February 28, 2025, at lunch, a Garden Salad with chicken was served. According to the recipe (1376), grain component is not included in the recipe and must be added separately. The production record has both croutons and a dinner roll typed under the items, however, the portions planned and portions used section of the production record are blank. Therefore, it can not be determined if any grain was offered or served to those students selecting the garden salad with chicken. The two salads claimed for reimbursement are disallowed.</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>				
Afterschool Snack Program	Afterschool Snack Program (On-Site Assessment Tool - Site) (1700H)	SAMUEL M RIDGWAY MIDDLE SCHOOL-878	1700	05/05/2025	CAP Accepted

## EDGEWATER PARK BD OF ED-00501280 - 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
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/21/2025 10:37 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by NANCY LANE 03/27/2025 04:03 PM				
	The after school snack program was eliminated from Samuel M Ridgway Middle School meal program on 3/27/25. nl				
	<p>Flagged by Amy Martin 03/27/2025 01:10 PM</p> <p>Although the Site Details lists Ridgway Middle school as participating in the ASP, this is an error. The Site Details must be updated to reflect current practices.</p> <p>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.</p>				

### **Report Selections**

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