

LOWER CAPE MAY REG BOE-00902820 - 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)	LOWER CAPE MAY REG BOE-00902820	126	06/26/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/05/2026 06:23 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 10:39 AM				
	The application in question was corrected on 5/14/2026. SFA called the household and received the missing numeral form the case # in step 2 of the meal benefit application.				
	Flagged by Lorena Paredes 05/26/2026 02:43 PM				
	One incomplete and/or incorrectly determined application was found during the State Agency review of the selected applications. Error was recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1).				
	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)	LOWER CAPE MAY REG BOE-00902820	208	06/26/2026	CAP Accepted

LOWER CAPE MAY REG BOE-00902820 - 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 Lorena Paredes 06/05/2026 06:19 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 10:35 AM				
	The finding will be corrected by reviewing documentation provided by the household and completing the the confirmation review 5/28/2026. The confirming official will also download updated verification forms from the NJDA forms webpage provided by the reviewer. The SFA has reviewed the Verification Webinar located in the resource section of SNEARS and will do so again as part of the annual training for Food Service Director and supporting staff. In future verifications, the confirming official will confirm the application was determined correctly and the application is error prone. The confirming official will sing and date the application in the confirming official's spot. Then provide it to the verification official to proceed with the verification process. Date implemented 5/28/2026				
	Flagged by Lorena Paredes 05/26/2026 02:38 PM				
	A confirmation review was not conducted. The Confirming Official must record on the Verification Tracker 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)	LOWER CAPE MAY REG BOE-00902820	209	06/26/2026	CAP Accepted

LOWER CAPE MAY REG BOE-00902820 - 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 Lorena Paredes 06/05/2026 06:19 AM CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 10:36 AM The district requested further documentation from the identified household. A second paystub was provided by the household. Correction was taken on 5/28/2026. The updated verification tracker will be downloaded from the NJDA forms webpage and used in the verification process. The SFA has reviewed the Verification Webinar located in the resource section of SNEARS and will do so again as part of the annual training for Food Service Director and supporting staff. Date implemented 5/28/2026 Flagged by Lorena Paredes 05/26/2026 02:41 PM One verified application must provide proof of income for both members of the household that have reported income. 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. Please record on the SFA-2, the date of correction for the Verification error. 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)	LOWER CAPE MAY REG BOE-00902820	214	06/26/2026	CAP Accepted

LOWER CAPE MAY REG BOE-00902820 - 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 Lorena Paredes 06/05/2026 06:20 AM CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 10:36 AM The household will be notified in writing of the change in status and given 10 calendar days notice of the change. Change occurred on 5/28/2026. Change documented on the Verification Tracker, notice of change sent to household. Change of status will take place in ten calendar days. The updated verification tracker will be downloaded from the NJDA forms webpage and used in the verification process. The SFA has reviewed the Verification Webinar located in the resource section of SNEARS and will do so again as part of the annual training for Food Service Director and supporting staff. Date implemented 5/28/2026				
Verification	Flagged by Lorena Paredes 05/26/2026 02:41 PM 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.				
	Verification (On-Site Assessment Tool) (207H)	LOWER CAPE MAY REG BOE-00902820	215	06/26/2026	CAP Accepted

LOWER CAPE MAY REG BOE-00902820 - 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 Lorena Paredes 06/05/2026 06:21 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 10:38 AM				
	The SFA has reviewed the Verification Webinar located in the resource section of SNEARS and will do so again as part of the annual training for Food Service Director and supporting staff. SFA will download the updated forms from The NJDA forms webpage. The SFA will complete the verification process utilizing the verification tracker and notification process of reduced or terminated benefits due to verification providing 10 calendar days of written notice. "Verification Results Letter" (form 244) by the November 15th deadline. Date implemented 5/28/2026				
	Flagged by Lorena Paredes 05/26/2026 02:42 PM 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.				
Professional Standards	Professional Standards (On-Site Assessment Tool)	LOWER CAPE MAY REG BOE-00902820	1217	06/26/2026	CAP Accepted

LOWER CAPE MAY REG BOE-00902820 - 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

Applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised systems					
Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/05/2026 06:21 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 10:39 AM				
	SFA will continue to use the current tracking tool with added columns for "Key Area Topics" and " Training Topics", code to the training tracker . This will ensure the SFA is completing all required fields and meeting training requirements. Date implemented 5/28/2026				
	Flagged by Lorena Paredes 05/26/2026 02:43 PM				
	Documentation of training hours completed by all employees must be kept. The USDA Training Tracking Tool or the SOARS Team Work tracker can be used to document training hours. Both tools contain all required fields for documenting compliance with professional standard training requirements. If the SFA is using a different tracking tool, it must include all required fields.				
	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 Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	LOWER CAPE MAY REG HS-516	410	06/26/2026	CAP Accepted

LOWER CAPE MAY REG BOE-00902820 - 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 Lorena Paredes 06/05/2026 06:23 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 10:39 AM				
	The finding will be corrected by offering a 1 oz equivalent whole grain rich dinner roll as part of the planned meal pattern. This will meet the daily 2 oz equivalent of grain and the weekly 10-12 oz equivalent for the 9-12 meal pattern. All components will be recorded and documented on daily production records. Implemented 5/27/2026				
	Flagged by Lorena Paredes 05/26/2026 02:44 PM				
	Lunch: Spicy tenders - credit as 1.25 oz. equivalent Grain component Popcorn chicken - credit as 1.25 oz. equivalent Grains component				
	Chicken nuggets - credit as 1.0 oz. equivalent Grains component				
	Grades 9-12 meal pattern requires that 2 oz equivalent of grains be served daily and 10-12 oz equivalent be served weekly These meals did not meet meal pattern requirements for Grains for the review week.				
	At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture's Form website for specific component and minimum quantity requirements.				
	This is first time violation for insufficient quantity for Lunch. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as this is a Performance Standard 2 (PS2) violation.				
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.					
Smart Snacks in School	Smart Snacks in School (On-Site Assessment Tool - Site) (1104H)	LOWER CAPE MAY REG HS-516	1106	06/26/2026	CAP Accepted
	Corrective Action Plan: Accepted by Lorena Paredes 06/05/2026 06:21 AM				
	CAP Accepted				

LOWER CAPE MAY REG BOE-00902820 - 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

Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 10:38 AM

The school store has adjusted its hours to no longer be open in competition with the National School Breakfast Program.

(a) All foods sold during the school day outside of the NSLP and NSBP will be entered into the Smart Snack compliance calculator. With copies kept on file for reference at request.

(b) There will be no foods sold during the hours of which school lunch and school breakfast programs are in operation.

(c) Any and all items sold on the school campus during the school day shall meet the standards established by USDA for competitive foods.

Implemented 5/28/2026

Corrective Action History

LOWER CAPE MAY REG BOE-00902820 - 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 svst

Flagged by Lorena Paredes 05/26/2026 02:42 PM

A school store that is part of a life-skills course is open during breakfast hours.

The state of New Jersey does not allow for fundraiser exemptions. As a result, all foods sold as fundraisers that are intended for student consumption during the school day, must meet Smart Snack requirements. In addition, as per the New Jersey Administrative Code 2:36-1.11 – Competitive Food Policy:

(a) All competitive food sold to students on the school campus during the school day must meet the nutrition standards specified in 7 CFR 210.11 and 220.12.

(b) All income derived from the sale of food and beverage items within a school during the hours when the school lunch and school breakfast programs are in operation must accrue to the accounts of said programs.

(c) All snack and beverage items, sold anywhere on the school campus during the school day, including items sold in a la carte lines, vending machines, snack bars, school stores, and fundraisers or served in the reimbursable After School Snack Program, shall meet the standards delineated in this competitive food policy and the standards established by USDA for competitive foods, found at 7 CFR 210.11 and 220.12, incorporated herein by reference. The USDA standards provide general nutrition standards for competitive foods, the exemptions to these standards, and specific standards for grains, fat, sugar, calorie, sodium, and accompaniments. All schools must comply with these Federal regulatory standards.

(d) There shall be no exemptions for food and/or beverages sold as a part of a fundraising activity.

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