LOWER TWP BD OF ED-00902840 - 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
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	LOWER TWP BD OF ED-00902840	126	06/26/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/04/2026 10:54 AM CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/04/2026 08:58 AM Correct date selected- 5-28-2026				
	Corrective Action Plan: Rejected by Lorena Paredes 06/03/2026 01:35 PM Please go into the Eligibility Certification and Benefit Issuance Worksheet SFA-1 and revise the date of correction.				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/02/2026 07:57 AM SFA contacted the household to verify there is three members in the household. The parent only listed the student in Lower Township Elementary Schools. There is another child that attends Lower Cape May Regional.				
	Flagged by Lorena Paredes 05/26/2026 04:09 PM One incorrectly determined applications 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.				
Professional Standards	Professional Standards (On-Site Assessment Tool)	LOWER TWP BD OF ED-00902840	1217	06/26/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/03/2026 01:26 PM CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/02/2026 07:56 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 03:16 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.**				

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Group 1: CA Count (2)		LOWER TWP BD OF ED-00902840		06/26/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/03/2026 01:37 PM CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/02/2026 07:58 AM SFA is contracted with US Foods for broadline supplies. While the SFA makes it clear that we can only use and accept products from the USA under the Bury American provision, US Foods will substitute products without notice. SFA will contact US Foods to reiterate the Buy American provision. In addition, SFA will train Unit Leads to check labels as product is delivered to ensure it is of USA origin. Should product be sent from out of USA Unit Leads will reject the product. 5/28/2026				
	Flagged by Lorena Paredes 05/26/2026 04:16 PM Broccoli from Mexico indicated a violation of the Buy American provision (7 CFR 210.21(d)). Exemption documentation was not available for item that did not meet the Buy American provision. **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 Lorena Paredes 05/26/2026 04:16 PM SFA had broccoli from Mexico. The review of products on-site at reviewed schools or at off-site storage facilities indicated violations with Buy American. **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)	SANDMAN CONSOLIDATED-518	325	06/26/2026	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/03/2026 01:36 PM CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/02/2026 07:57 AM Cafeteria staff count marked breakfast rosters and record totals on the on the top of classroom roster sheets. Once totals are tallied a second staff member verifies the counts on a calculator and attaches the tape to the rosters. Staff will be retrained with the breakfast in the classroom standard operating procedures developed to ensure counts are accurate on a daily basis. Staff are also trained to return to classrooms to question staff regarding tally marks on rosters made by teachers. This will ensure accurate counts are submitted and certified monthly. Dae implemented 5/28/2026				
	Flagged by Lorena Paredes 05/26/2026 04:14 PM 4/15/26: At breakfast, a checkmark in one classroom was not included when entering the roster counts into the computerized point of sale. SFA count of Paid meals is 653 meals. State Agency count of Paid meals is 654. Breakfast 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. **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 - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	SANDMAN CONSOLIDATED-518	401	06/26/2026	CAP Accepted

LOWER TWP BD OF ED-00902840 - Corrective Action Report (Detail)

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/03/2026 01:36 PM CAP Accepted				
	Corrective Action Plan: Submitted by Kurt Himstedt 06/02/2026 07:57 AM SFA will continue to train staff on identifying meal components. The cashier recognized three components- 8oz pasta- 1/2c fruit- 1/2c fruit on the students tray however was not aware the student could not take two 1/2 cup fruit components to count as the required three separate components. This has been explained to the staff. We will utilize the Meal Component trainings in SNEARS to train staff with emphasis on this standard to be sure students take three separate components in the proper quantities. Date implemented 5/28/2026				
	Flagged by Lorena Paredes 05/26/2026 04:15 PM One student went through the lunch line with pasta, 1/2 cup apple slices, 1/2 orange slices, and 4 oz juice cup which equates to two components. Food Service Director approached student at the lunch table after passing through the line to have her take a third component resulting in a complete meal, therefore, no fiscal action will be applied. 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. If the SFA does not have offer versus serve, students must take all 5 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch. **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)	SANDMAN CONSOLIDATED-518	410	06/26/2026	CAP Accepted
	Corrective Action Plan: Accepted by Lorena Paredes 06/03/2026 01:37 PM CAP Accepted				

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Corrective Action History	Corrective Action Plan: Submitted by Kurt Himstedt 06/02/2026 07:57 AM 1. SFA will amend the Chicken Caesar Salad recipe utilizing a breaded chicken patty. The chicken patty = 1 oz contribution of whole grain rich. The roll included with salad = 1oz whole grain rich. The new Chicken Caesar Salad recipe will offer 2oz creditable whole grain rich components. This will provide 10 oz weekly to meet the K-8 weekly meal pattern requirement. 2. SFA will menu all vegetable subgroups on the cold lunch line to ensure compliance with the daily and weekly requirements of the lunch meal pattern. SFA will review the Meal Pattern training resources provided in SNEARS. SFA will also utilize the Meal Pattern Trainings at the in-service meeting in August with food service staff. This will be implemented 5/28/2026

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	Flagged by Lorena Paredes 05/26/2026 04:16 PM 1. Chicken Caesar salad offered daily as alternate meal choice credits as 1.25 oz equivalent of Grain. Production record and recipe state salad is served with 0.25oz (7gm) package of croutons and 1 dinner roll (33gm)= 1.25oz eq for day, thus 6.25oz eq grain for week. K-8 weekly meal pattern requires 8-9 oz equivalent of Grains for week 2. Missing beans/peas/lentils and starchy vegetable subgroup for the "cold bag lunch" line as per production records. Vegetables were offered on the PR for the cold bag lunch line, however, cold line didn't offer from the beans/peas/lentils and starchy group. Hot lunch line offered beans and corn on Tuesday and Thursday but these vegetables were not recorded on cold line production record. At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group including the requirement to serve the weekly vegetable subgroups (dark green, red/orange, beans/peas/lentils, starchy, other and additional to reach total). When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agricultures Form website for specific component and minimum quantity requirements. At lunch, production records must document that both daily and weekly minimum quantities for each component are offered. Other supporting documentation (including but not limited to the USDA Food Buying Guide, food labels, CN labels, manufacturers product formulation statements, standardized recipes, etc.) must be used to determine the creditable amount each menu item contributes to the meal pattern to assure that required minimum quantities are offered. This is first time violation for insufficient quantity of Grains and not meeting vegetable subgroups. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations. **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