

LINDENWOLD BOE-00702670 - 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)	LINDENWOLD BOE-00702670	126	05/01/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/16/2026 07:12 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Kathleen Huder 04/10/2026 10:56 AM				
	All applications flagged during the audit have been corrected as noted on the errors tab. Staff have been reminded to review all applications for completeness prior to processing, and procedures have been reinforced to prevent recurrence. Ongoing monitoring will be conducted to ensure compliance. All corrections completed by 4/10/2026				
Corrective Action History	Flagged by Amy Martin 03/25/2026 11:10 AM				
	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.				
	Verification (On-Site Assessment Tool) (207H)				
	LINDENWOLD BOE-00702670				
Verification	Verification (On-Site Assessment Tool) (207H)	LINDENWOLD BOE-00702670	208	05/01/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/16/2026 07:12 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Kathleen Huder 04/10/2026 10:05 AM				
	The confirming official signature was missing on the verification tracker. This has been corrected, and the confirming official has signed the required documentation. Procedures have been reinforced to ensure all verification trackers are reviewed and signed on the date of confirmation review, and staff have been reminded of this requirement. Date corrected 4/8/2026				
Corrective Action History	Flagged by Amy Martin 03/25/2026 11:10 AM				
	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.				
Revenue From Non-Program Foods	Revenue from Nonprogram Foods (Off-Site Assessment Tool) (710H)	LINDENWOLD BOE-00702670	709	07/28/2026	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lisa Garland 07/23/2026 10:48 AM CAP Accepted				
	Corrective Action Plan: Submitted by Jennifer Dina 07/22/2026 11:40 AM The Lindenwold School District has entered into the Community Eligibility Provision (CEP) program. This transition will alleviate the issue of meals being charged but never paid, which previously accounted for our revenue shortfall. The additional funding was necessary because we provided students with no-cost breakfast while claiming reimbursements based on their individual eligibility status.				
Civil Rights	Flagged by Lisa Garland 07/21/2026 11:34 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 (Off-Site Assessment Tool) (800H)	LINDENWOLD BOE-00702670	806	05/01/2026	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/16/2026 07:12 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Kathleen Huder 04/10/2026 12:59 PM				
	Civil rights training was not conducted for the Before/After School Care Program Staff. This program is independent of Lindenwold Public Schools and did not provide the training, as required. This training requirement was communicated to the program director and the training was conducted on April 3, 2026. This training will be implemetned on an annual basis moving forward.				
	Flagged by Amy Martin 03/25/2026 11:11 AM				
	Annual civil rights training is required for all staff who interact with program participants or applicants. 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. The employees administering the Afterschool Snack Program (ASP) did not have annual civil right 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.				
Group 1: CA Count (2)		LINDENWOLD BOE-00702670		05/01/2026	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/16/2026 07:13 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jennifer Dina 04/14/2026 10:43 AM				
	On 4/1/26 teachers and aides involved with serving meals in the classroom were retrained on serve all and meal component requirements. Food service personnel will conduct regular compliance audits moving forward. Food service personnel also count any meals/components returned to the kitchen and ensure that number aligns with the number of reimbursable meals claimed.				
	Flagged by Amy Martin 03/25/2026 11:12 AM				
	At lunch Offer Versus Serve is not an option for pre-school age students. All students must get all five components.				
	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.				
	Flagged by Amy Martin 03/25/2026 11:11 AM				
	Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement.				
Afterschool Snack Program	PreK in served in the classroom. One PreK classroom, did not serve all components, but rather asked each student if they would like the fruits, vegetables, and milk. Five students did not select all components. Since PreK is serve all, these five meals are disallowed.				
	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.				
Afterschool Snack Program	Afterschool Snack Program (On-Site Assessment Tool - Site) (1700H)	Lindenwold Early Childhood Center-432790		05/01/2026	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/16/2026 07:12 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jennifer Dina 04/14/2026 10:17 AM				
	Effective 3/30/26 the ASSP menu includes juice 2 times per week, and cereal bars have been removed entirely. Food service staff district-wide have been educated on ASSP meal component requirements, including juice and grain-based dessert restrictions, to ensure ongoing compliance.				
	Flagged by Amy Martin 03/25/2026 11:10 AM				
	Snacks claimed for reimbursement must meet the 2 component per student requirements.				
	On six days of the review month (February 2026), a cereal bar and juice was as the snack. According to the Exhibit A: Grain Requirements for Child Nutrition Programs, cereal bars are classified as grain-based desserts. Under the Afterschool Snack Program, grain-based desserts are not creditable components, therefore the ASP served on these dates did not meet program requirements. As a result, 343 snacks are disallowed. In addition, on multiple weeks of the review month, juice was served three out of the five days, which exceeds the weekly allowance (no more than 50% of the weekly fruit and vegetable offerings in NSLP snacks may be in the form of juice).				
	Explain in detail, how the findings were 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.				
	Afterschool Snack Program	Afterschool Snack Program (Other Programs)	Lindenwold Early Childhood Center-432790		05/01/2026

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/16/2026 07:12 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jennifer Dina 04/14/2026 10:17 AM				
	Effective 3/30/26 the ASSP menu includes juice 2 times per week, and cereal bars have been removed entirely. Food service staff district-wide have been educated on ASSP meal component requirements, including juice and grain-based dessert restrictions, to ensure ongoing compliance.				
	Flagged by Amy Martin 03/26/2026 08:16 AM				
Corrective Action History	Snacks claimed for reimbursement must meet the 2 component per student requirements.				
	On six days of the review month (February 2026), a cereal bar and juice was as the snack. According to the Exhibit A: Grain Requirements for Child Nutrition Programs, cereal bars are classified as grain-based desserts. Under the Afterschool Snack Program, grain-based desserts are not creditable components, therefore the ASP served on these dates did not meet program requirements. As a result, 343 snacks are disallowed. In addition, on multiple weeks of the review month, juice was served three out of the five days, which exceeds the weekly allowance (no more than 50% of the weekly fruit and vegetable offerings in NSLP snacks may be in the form of juice).				
	Explain in detail, how the findings were corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide.				
Corrective Action History	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)	Lindenwold Early Childhood Center-432790	318	05/01/2026	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/16/2026 07:13 AM CAP Accepted				
	Corrective Action Plan: Submitted by Jennifer Dina 04/14/2026 10:36 AM Effective 4/1/26, all teachers, aides, and cashiers have been retrained on proper meal counting procedures, including that students must pass through the POS with their meal before heading to their seats. The specific class in question from the day of review now comes through the line a few minutes earlier so the students have adequate time to go through every step of the meal service process. Flagged by Amy Martin 03/25/2026 11:10 AM An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for lunch. Point of service means the 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. On the day of observation, five students were served in the cafeteria but did not proceed through the point of service, and their meals were not observed by the cashiers. Instead, once they selected their items, they proceeded to the lunch tables. A teacher approached the cashier and had her scan the five students' barcodes on her laminated sheet and claimed each meal for reimbursement. This is not an acceptable point of service method, as the cashier did not observe that a reimbursable meal was served to an eligible child. On the day of observation, I walked with the teacher to each student and observed the meals, which were all reimbursable, so none of them are disallowed for the day of review. The State Agency has determined that the inaccurate counting of meals observed at lunch is a 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.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	Lindenwold Early Childhood Center-432790	402	05/01/2026	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 04/16/2026 07:12 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jennifer Dina 04/14/2026 10:22 AM				
	Effective 3/31/26, the 2.6oz baby carrots bags are being purchased, rather than the 2oz bags. In the event of a product substitution, staff have been train to give 2 of the 2oz baby carrot bags. Staff district-wide were retrained on meal components and portion sizes.				
	Flagged by Amy Martin 03/26/2026 08:15 AM				
	On the day of lunch observation, 2oz baby carrots were offered as one of the vegetable options. The baby carrots offered did not amount to the 1/2 cup portion (or crediting) listed on the production records. Prior to the lunch meal service, the food service staff was informed about the issue, and the staff were to provide two bags of baby carrots for those that selected them.				
	Portion sizes offered for each required lunch component must meet daily and weekly minimum requirements for the appropriate grade group (PreK, K-5, 6-8, K-8, 9-12). When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture Forms web site for specific requirements. To determine the creditable amount for each menu item's contribution to the meal pattern, refer to the following resources: Child Nutrition (CN) Labels, Signed Manufacturers Product Formulation Statements, USDA Food Buying Guide, Whole Grain Rich (WGR) Resource, USDA Foods Information Sheets. This is a Performance Standard 2 (PS2) violation. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews. 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.				

Report Selections

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