

MAGNOLIA BD OF ED-00702890 - 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
Verification	Verification (On-Site Assessment Tool) (207H)	MAGNOLIA BD OF ED-00702890	208	02/23/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 02/11/2026 01:47 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Judith Flores 01/22/2026 11:01 AM				
	We will make sure that for the 2026-2027 school year the verification will be signed by another employee to double check the verification.				
	Flagged by Kaitlyn Matthews 01/21/2026 01:34 PM				
	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.				
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool) (1400H)	MAGNOLIA BD OF ED-00702890	1400	02/23/2026	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 04/01/2026 09:05 AM CAP Accepted				
	Corrective Action Plan: Submitted by Steve Masino 02/17/2026 06:33 PM Date of implementation 1-28-26 The HACCP manual has been signed and reviewed by the manager. The manual will be reviewed and signed annually at our opening meeting.				
	Corrective Action Plan: Rejected by Kaitlyn Matthews 02/11/2026 01:47 PM Please indicate the date of implementation.				
	Corrective Action Plan: Submitted by Steve Masino 02/04/2026 02:39 PM The HACCP manual has been signed and reviewed by the manager. The manual will be reviewed and signed annually at our opening meeting				
	Flagged by Kaitlyn Matthews 01/21/2026 01:34 PM A copy of the written HACCP food safety plan is available at the school. However, it is not signed and dated indicating review of applicable sections.				
	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 - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	MAGNOLIA-1099	318	02/23/2026	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 02/11/2026 01:49 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Steve Masino 02/11/2026 12:49 PM				
	1/28/26 Breakfast rosters for grades preschool to 2nd grade students will be handled by the cashier at the POS. The dated rosters will be entered into the POS as soon as breakfast has ended. The rosters will be attached to the sales report for the day and kept on file. Lunch rosters for K-2nd grade students will be handled by the cashier at the POS. The dated rosters will be entered in the POS as soon as lunch has ended. The rosters will be attached to the sales report for the day and kept on file. We will advise the district to purchase scanners for the PO system to speed the line and eliminate the need to use rosters in the cafeteria.				
	Flagged by Kaitlyn Matthews 01/21/2026 01:38 PM 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. Corrective Action Finding: Rosters are used for lunch service for preschool through second-grade students. During the lunch observation conducted on January 20, 2026, the cafeteria aide guided the second-grade students through the serving line and checked off students' names on the roster before a reimbursable meal was served. 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)	MAGNOLIA-1099	325	02/23/2026	CAP Accepted
	Corrective Action Plan: Accepted by Kaitlyn Matthews 04/01/2026 09:05 AM				
	CAP Accepted				

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Corrective Action History	Corrective Action Plan: Submitted by Steve Masino 02/12/2026 12:21 PM
	1/7/26 Breakfast and 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. The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast and lunch for the review period is an ongoing systemic problem. The system of counting meals must be corrected.
	Pre School breakfast in the classroom rosters will be dated and kept on file.
	Corrective Action Plan: Rejected by Kaitlyn Matthews 02/11/2026 01:49 PM Please indicate the date of implementation.
	Corrective Action Plan: Submitted by Steve Masino 02/05/2026 03:09 PM Breakfast rosters for grades preschool to 2nd grade students will be handled by the cashier at the POS. The dated rosters will be entered into the POSas soon as breakfast has ended. The rosters will be attached to the sales report for the day and kept on file.

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	Flagged by Kaitlyn Matthews 01/21/2026 01:40 PM Breakfast and 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. The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast and lunch for the review period is an ongoing systemic problem. The system of counting meals must be corrected. Corrective Action Finding: Breakfast: Preschool-2nd grade students are recorded using paper rosters, while grades 3-8 enter a PIN into the electronic POS system. Breakfast rosters were not retained prior to January. Lunch: Preschool-2nd grade students are recorded using paper rosters, while grades 3-8 enter a PIN into the electronic POS system. Four preschool classrooms use rosters. Only the preschool lunch rosters were retained; however, these rosters were not dated. Lunch rosters for grades K-2 were not retained prior to January. As a result, reimbursement claims for the review month could not be verified. 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 - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	MAGNOLIA-1099	409	02/23/2026 CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 04/01/2026 09:05 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Steve Masino 02/12/2026 12:17 PM				
	1/28/26				
	The handwritten production sheet or source document will list all fruits and juices available as meal components offered to the students. The source document will include all the reimbursable components the students have selected for a complete meal. The carryover items from the previous day will be included on the source document for that day. The source document will match the production record in Primero.				
	Corrective Action Plan: Rejected by Kaitlyn Matthews 02/11/2026 01:48 PM				
	Please indicate the date of implementation.				
Corrective Action History	Corrective Action Plan: Submitted by Steve Masino 02/04/2026 02:48 PM				
	The handwritten production sheet or source document will list all fruits and juices available as meal components offered to the students. The source document will include all the reimbursable components the students have selected for a complete meal. The carryover items from the previous day will be included on the source document for that day. The source document will match the production record in Primero.				
	Flagged by Kaitlyn Matthews 01/21/2026 01:38 PM				
	At breakfast, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 3 components of the reimbursable breakfast, 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.				
Corrective Action History	Corrective Action Finding:				
	Breakfast – Review Period (12/2/2025):				
	The production record indicates that 35 breakfasts were claimed. However, only 33 fruit components were documented on the production record. As a result, two meals are non-reimbursable due to missing fruit component.				
Corrective Action History	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

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