

MERCHANTVILLE BD OF ED-00703110 - 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 system-wide.

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Verification	Verification (On-Site Assessment Tool) (207H)	MERCHANTVILLE BD OF ED-00703110	208	05/24/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 05/23/2024 10:14 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by GREGORY GONTOWSKI 05/20/2024 12:52 PM				
	The confirming official will sign and date the Verification Tracker page for all income verifications starting 05/20/24.				
	Flagged by Amy Martin 04/23/2024 12:51 PM				
	The Confirming Official must record on the Verification Tracker the date of the confirmation review.				
	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.				
Civil Rights	Civil Rights (On-Site Assessment Tool) (809H)	MERCHANTVILLE BD OF ED-00703110	810	05/24/2024	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 05/23/2024 10:14 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by GREGORY GONTOWSKI 05/20/2024 01:07 PM				
	<p>The current USDA non-discrimination statement language will be added to Merchantville's website and appropriate forms will be modified accordingly.</p> <p>Updated forms from the states website will be used going forward (effective 7/1/24).</p>				
	<p>Flagged by Amy Martin 04/23/2024 12:51 PM</p> <p>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: https://www.nj.gov/agriculture/applic/forms/Form%20213%20USDA%20Nondiscrimination%20Statement.pdf</p> <p>Many of the forms, including the We Must Check Your Application (236), the Eligibility Notification letter (70), and the Letter to Notify Audit Results (255), contain an old version of the USDA's non-discrimination statement. In addition, the SFA's website must contain the USDA non-discrimination statement.</p> <p>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.</p>				
Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	MERCHANTVILLE BD OF ED-00703110	1002	05/24/2024	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 05/23/2024 10:15 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by GREGORY GONTOWSKI 05/20/2024 01:10 PM				
	The Local Wellness Policy will be updated to reflect the removal of FMNV language and the addition of Smart Snack language. First reading will take place at the June 2024 or July 2024 BOE meeting with the second reading to take place at the first BOE meeting held after the first reading (effective 7/1/24 or 8/5/24).				
	Flagged by Amy Martin 04/23/2024 12:51 PM				
	Although the Local Wellness Policy (LWP) was revised in May 2022, some of the information contained in the policy is outdated. Pages 5 and 6 of the LWP discusses foods of minimal nutritional value (FMNV). FMNV were replaced by smart snack regulations in 2014. The SFA's LWP must be reviewed and updated based on current USDA regulations and SFA practices.				
	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.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	MERCHANTVILLE ELEM-1100	409	05/24/2024	CAP Accepted
	Corrective Action Plan: Accepted by Amy Martin 05/23/2024 10:14 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rebecca Leadbeatter 04/24/2024 12:10 PM				
	Starting on 4/23/24 more options of fruit and vegetables will be offered at breakfast and lunch and correctly put on the production sheets.				
	We will also take a look to update the recipe on the Yogurt Boat. Starting on 4/23/24 there will be 2 grains (2 goldfish bags) with the yogurt bag.				

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Corrective Action History	Flagged by Amy Martin 04/23/2024 03:12 PM				
	<p>At breakfast and lunch, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all components of the reimbursable meal, 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>Breakfast:</p> <p>1. On Thursday of the review week (3/7), only half a cup of fruit was offered and served to students (4 oz juice). The breakfast meal pattern for the K-8 age/grade grouping is one cup of fruit. Therefore, an insufficient quantity of the fruit component was offered that day. In addition, since the only fruit offered was juice, the juice offering exceeded the 50% allowance.</p> <p>Lunch:</p> <p>1. The yogurt is a daily offering. The recipe for the yogurt boat calls for 0.75 oz whole-grain goldfish crackers, although the instructions, list to put two packages in the bag. On the day of observation, the site only placed one 0.75oz goldfish in the bag and confirmed this was the recipe they followed. Since this is a daily offering, this entrée only provides 5 oz eq per week, which does not meet the weekly requirements of 8-9 oz grain eq and is considered insufficient quantity.</p> <p>2. Since the Technician's worksheets are used by the food service staff to document the meal components and quantities, they must document the correct portion size and crediting information for each item.</p> <p>On Monday of the review week (3/4). all entrees were handwritten at the top of the worksheet. It does not clarify how many chicken tenders or chicken nuggets were served to students.</p> <p>These are Performance Standard 2 (PS2) violations. Failure to correct these issues will lead to additional fiscal action on subsequent reviews.</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>				
Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	MERCHANTVILLE ELEM-1100	500	05/24/2024	CAP Accepted

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	CAP Accepted				
	Corrective Action Plan: Submitted by Rebecca Leadbeatter 04/24/2024 12:12 PM				
	Will reach out to Realtime to get an entre button on the breakfast screen of the POS. To be completed by the start of the 24-25 school year.				
	Flagged by Amy Martin 04/23/2024 12:52 PM				
	At breakfast, although no meals were disallowed, the site must add an entrée only button for those wishing to just purchase the entrée a la carte.				
	Explain in detail, how the finding was corrected and the measures taken to ensure that it will not reoccur in the future.				
Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	MERCHANTVILLE ELEM-1100	501	05/24/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 05/23/2024 10:14 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rebecca Leadbeatter 04/24/2024 12:07 PM				
	Food Service will have continued Offer vs Serve Training weekly starting 4/29 until there is some understanding.				
	Flagged by Amy Martin 04/23/2024 12:52 PM				
	Although the food service staff participated in annual offer versus serve training, they would benefit from a refresher 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.				

Report Selections

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