

MOUNT EPHRAIM BD OF ED-00703420 - 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)	MOUNT EPHRAIM BD OF ED-00703420	126	03/24/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 03/24/2025 01:18 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by CHRISTOPHER EBERLY 03/24/2025 11:33 AM				
	The letter was sent out to the family on 02/25/2025. We also put the dates in the errors under SFA-1 and SFA-2.				
Corrective Action History	Flagged by Amy Martin 02/19/2025 01:43 PM				
	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.				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	MARY BRAY-1102	318	03/24/2025	CAP Accepted

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Applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised systemically.					
Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 03/24/2025 01:18 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by SHANNON SMITH 03/24/2025 11:39 AM				
	Effective 2/20/25 via in-service, reimbursable meals are not entered into register until the completed rosters are returned from the classrooms. The same process is applied to any student who is receiving a reimbursable meal outside of the cafeteria. The staff member who delivers the meal to the student has a roster, which is completed at point of service and returned to the cafeteria, where the meal is then entered in the register.				
	Flagged by Amy Martin 02/19/2025 01:43 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.				
	On the day of observation, at lunch, the three preschool teachers were correctly checking that the student's received an reimbursable meal on the rosters. Unfortunately, the completed rosters were not used to put the meals into the register, which ultimately is used for the claim for reimbursement. The lunch meals were inputted into the register prior to the rosters being obtained from the classrooms using the preorder form from the morning.				
	In addition, one meal was obtained from the cafeteria by school staff and delivered to the media center for a student. The meal was claimed for reimbursement at the register prior to being in the student's possession. This is not an acceptable point of service. The "point of service" is defined as that point in the food service operation where a determination can accurately be made that an eligible student received a reimbursable meal.				
	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 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. 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)	MARY BRAY-1102	409	03/24/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 03/24/2025 01:18 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by SHANNON SMITH 03/24/2025 11:33 AM				
	Effective 2/20/25 via in-service, all FSMC staff are trained to understand meal pattern and required components. FSMC staff insure all required meal components, including fruits and vegetables, are served for each meal. In addition, production records are double-checked by Cook/FSW and FSD to insure complete and correct counting of components offered and served.				
	Flagged by Amy Martin 02/19/2025 01:43 PM				
Corrective Action History	At lunch, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 5 components of the reimbursable lunch, 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.				
	According to the lunch production records, on 1/28/25, the preschool students were not offered or served the fruit component. According to the CACFP lunch meal pattern, "a vegetable may be offered to meet the entire fruit requirement, however when two vegetables are served at lunch, two different kinds of vegetables must be served." Only one meal, the cheese quesadilla, was offered an additional vegetable as salsa; therefore all the french toast and sausage entree meals are disallowed.				
	-12 meals				
	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.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	MARY BRAY-1102	410	03/24/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 03/24/2025 01:19 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by SHANNON SMITH 03/24/2025 11:44 AM				
	Effective 2/20/25, fat free chocolate milk is offered in addition to 1% white milk on all K-5 meal service lines/serving areas.				
	<p>Flagged by Amy Martin 02/19/2025 01:43 PM</p> <p>A minimum of two varieties of fluid milk must be offered throughout the breakfast meal service on all reimbursable K-5 meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk and unflavored or flavored low fat (1%) milk.</p> <p>Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations.</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>				
Group 1: CA Count (2)		MOUNT EPHRAIM BD OF ED-00703420		03/24/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 03/24/2025 01:19 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by CHRISTOPHER EBERLY 03/24/2025 11:37 AM				
	We will be using the correct statement going forward. We were shown the online form that we will include in our verification. We will be working with Realtime on changing the information on the letter they produce out of the system.				
	Flagged by Amy Martin 02/19/2025 01:43 PM				
	<p>The SFA must use the most current non-discrimination statement on all program materials made available to the public. All materials/documents distributed to households or posted on the school's website must contain one of the two nondiscrimination statements found from the link below: https://www.nj.gov/agriculture/applic/forms/Form%20213%20USDA%20Nondiscrimination%20Statement.pdf</p> <p>Multiple forms, including verification and eligibility documents, include the incorrect USDA nondiscrimination statement.</p> <p>Explain, in detail, how the correct non discrimination statement will be incorporated in program materials and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>				
	Flagged by Amy Martin 02/19/2025 01:43 PM				
	The SFA's verification notification letter must include all required information. It is highly suggested that the SFA use the "First Notice to Household" (Form 236).				
	The incorrect USDA nondiscrimination statement is on the verification forms				
	Explain, in detail, the specific steps that were taken meet this verification requirement and measures taken to ensure that the finding 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