

## COLLINGSWOOD BD OF ED-00700940 - 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)	COLLINGSWOOD BD OF ED-00700940	126	03/03/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 02/14/2025 10:01 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Adrienne Stanbach 02/05/2025 10:15 AM				
	On January 29, 2025, an application was sent home to the family asking for a signature. The student returned the form with the signature. Going forward, these areas will be verified that they were completed.				
	Flagged by Lauren Renn 01/30/2025 08:59 AM				
Corrective Action History	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.)				
	<b>Explain in detail how this finding was corrected and the steps taken to ensure it will not reoccur in the future. 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.</b>				
Verification	Verification (On-Site Assessment Tool) (207H)	COLLINGSWOOD BD OF ED-00700940	214	03/03/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 02/14/2025 10:00 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Adrienne Stanbach 02/05/2025 10:19 AM				
	On 1/29/25 it was recognized that the proper 10 days notice was not offered for status change, moving forward if an application status goes from a free status to paid status, we will follow the 10 calendar day requirement.				
	Flagged by Lauren Renn 01/30/2025 08:59 AM				
Corrective Action History	Households for whom benefits were to be reduced or terminated, due to verification, must be given 10 calendar days written advance notice of the change.				
	The results of verification letter Form #244 was sent on 11/12 and eligibility was decreased on 11/15.				
	<b>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..</b>				

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)	COLLINGSWOOD MIDDLE-1053	1406	03/03/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 02/13/2025 02:22 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by NANCY HIBBARD 02/04/2025 07:14 AM				
	On 1/28/2025, the BOH certificate was placed where it would be visable publicly. Going forward, it will be place publicly.				
	Flagged by Lauren Renn 01/30/2025 08:59 AM				
	Either only one, none or an outdated food safety inspection report was posted in a publicly visible location. SFA is responsible for obtaining two food safety inspections during the current school year and if current inspections are not already scheduled, SFA should request an inspection in writing from the Board of Health.				
	At Collingswood Middle School the inspection was not posted in a publicly visible location.				
	Describe in the CAP how this will be corrected. Corrective Action must be applied SFA-wide.				

### **Report Selections**

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