

BRIDGETON CITY BD OF ED-01100540 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Counting and Claiming	Meal Counting and Claiming (On-Site Assessment Tool) (314H)	BRIDGETON CITY BD OF ED-01100540	314	01/05/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lea Berry 01/11/2024 08:02 AM CAP Accepted				
	Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:43 PM				
	All Bridgeton school's Schedule A Site Details page in SNEARS will be revised to reflect the actual meal counting method used by January 5th, 2024. To ensure this will not reoccur in the future, both the Director of Foods Services and the Assistant Director of Food Services will review the site details for each school when the application is completed and/or when methods of meal counting may change.				
	Flagged by Lea Berry 12/05/2023 01:50 PM The SFA must use the same accountability method for counting meals at the point of service that was indicated on the the Schedule A Site Details page in SNEARS. The Schedule A must be revised to reflect the actual meal counting method used. 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.				
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	BRIDGETON CITY BD OF ED-01100540	806	01/05/2024	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	<p>Corrective Action Plan: Accepted by Lea Berry 01/25/2024 07:22 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/23/2024 02:29 PM</p> <p>All teaching staff is now required to complete a civil rights training yearly. They have been assigned the training for this year to be completed by Feb 23rd 2024 on our online Vector Training platform.</p>				
	<p>Corrective Action Plan: Rejected by Lea Berry 01/11/2024 09:47 AM</p> <p>Due to the teachers still providing meals in the classroom this must be done this year. You can print out the civil rights self study guide that is located in the application packet under the SNP Policy Attestations section and have them read and sign off. Please reply with the date this will be completed.</p>				
	<p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:42 PM</p> <p>All Bridgeton Public Schools Teachers who work in this capacity will be required to view the Civil Rights Webinar that is in SNEARS. The district will upload this webinar to its SafeSchools portal and assign it to the appropriate teachers and staff. They will also be required to view a video on offer versus serve that will be recorded by the food services staff.</p> <p>This will be implemented by September 2024.</p>				
	<p>Flagged by Lea Berry 12/05/2023 01:42 PM</p> <p>Annual civil rights training is required for all staff who interact with program participants or applicants (e.g. cafeteria staff, free/reduced application approval). 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.</p> <p>Since teachers are providing breakfast in the classroom and checking rosters they must have the NJ civil rights training and all other training to help them identify a reimbursable meal.</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. Indicate the date of implementation.</p>				
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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Group 1: CA Count (2)		BRIDGETON CITY BD OF ED-01100540		01/05/2024	CAP Accepted
Corrective Action History	<p>Corrective Action Plan: Accepted by Lea Berry 01/11/2024 08:05 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Accepted by Lea Berry 01/11/2024 08:05 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:44 PM</p> <p>The food services department will work with its vendor to identify items that are purchased made in America. If those items do not have substitutes that are made in America, the district will apply for a waiver for those items. This will be effective as of 1/5/2024.</p>				
	<p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:44 PM</p> <p>The food services department will work with its vendor to identify items that are purchased made in America. If those items do not have substitutes that are made in America, the district will apply for a waiver for those items. This will be effective as of 1/5/2024.</p>				
	<p>Flagged by Lea Berry 12/05/2023 01:49 PM</p> <p>The review of products on-site at reviewed schools or at off-site storage facilities indicated violations with Buy American.</p> <p>At Broad Street School there was olive oil from Italy.</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. Indicate the date of implementation.</p>				

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	<p>Flagged by Lea Berry 12/05/2023 01:49 PM</p> <p>The review of products on-site at reviewed schools or at off-site storage facilities indicated violations with Buy American.</p> <p>Documentation must be on file for agricultural food components that are not produced or manufactured in the US.</p> <p>On the day of review at Cherry Street, the SA reviewed the canned pineapples and mandarin oranges and found that the pineapples were made in Thailand and the mandarin oranges were made in China.</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. Indicate the date of implementation.</p>				
Afterschool Snack Program	Afterschool Snack Program (On-Site Assessment Tool - Site) (1700H)	Broad Street School-540		01/08/2024	CAP Accepted
Corrective Action History	<p>Corrective Action Plan: Accepted by Lea Berry 01/11/2024 08:01 AM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:43 PM</p> <p>All schools After School Snack Programs will be reviewed by 1/31/24. Any findings will be addressed and corrected immediately. Second After School Snack reviews will be conducted in February. To prevent this from reoccurring, both the Director of Food Services and the Assistant Director of Food Services will check to ensure the reviews are completed and on file.</p> <p>Flagged by Kaitlyn Matthews 12/05/2023 12:59 PM</p> <p>"The program must be monitored within the first 4 weeks of operation each year. As discussed at the exit conference findings were found in this area.</p> <p>After School Snack Program was not monitored within the first four weeks of operation. As per corrective action, complete the on-site accountability for snack and upload form into the documents tab.</p> <p>Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation."</p>				

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Afterschool Snack Program	Afterschool Snack Program (Other Programs)	Broad Street School-540		01/08/2024	CAP Accepted
Corrective Action History	<p>Corrective Action Plan: Accepted by Lea Berry 01/11/2024 08:01 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:43 PM</p> <p>All schools After School Snack Programs will be reviewed by 1/31/24. Any findings will be addressed and corrected immediately. Second After School Snack reviews will be conducted in February. To prevent this from reoccurring, both the Director of Food Services and the Assistant Director of Food Services will check to ensure the reviews are completed and on file.</p> <p>Flagged by Kaitlyn Matthews 12/05/2023 01:15 PM</p> <p>"The program must be monitored within the first 4 weeks of operation each year. As discussed at the exit conference findings were found in this area.</p> <p>After School Snack Program was not monitored within the first four weeks of operation. As per corrective action, complete the on-site accountability for snack and upload form into the documents tab.</p> <p>Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation."</p>				
Afterschool Snack Program	Afterschool Snack Program (On-Site Assessment Tool - Site) (1700H)	Cherry Street School-542		01/05/2024	CAP Accepted

BRIDGETON CITY BD OF ED-01100540 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p>Corrective Action History</p>	<p>Corrective Action Plan: Accepted by Lea Berry 01/11/2024 08:05 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:43 PM</p> <p>All schools After School Snack Programs will be reviewed by 1/8/24. Any findings will be addressed and corrected immediately. Second After School Snack reviews will be conducted in February. To prevent this from reoccurring, both the Director of Food Services and the Assistant Director of Food Services will check to ensure the reviews are completed and on file.</p> <p>Flagged by Lea Berry 12/06/2023 12:48 PM</p> <p>"The program must be monitored within the first 4 weeks of operation each year.</p> <p>Cherry Street's after school program was not monitored within the first four weeks of operation. Monitor the program in the next 30 days. Upload the ASP monitoring form in the documents tab as part of corrective action.</p> <p>As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>				
<p>Afterschool Snack Program</p>	<p>Afterschool Snack Program (Other Programs)</p>	<p>Cherry Street School-542</p>		<p>01/05/2024</p>	<p>CAP Accepted</p>
	<p>Corrective Action Plan: Accepted by Lea Berry 01/11/2024 08:05 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:43 PM</p> <p>All schools After School Snack Programs will be reviewed by 1/8/24. Any findings will be addressed and corrected immediately. Second After School Snack reviews will be conducted in February. To prevent this from reoccurring, both the Director of Food Services and the Assistant Director of Food Services will check to ensure the reviews are completed and on file.</p> <p>Flagged by Lea Berry 12/06/2023 12:48 PM</p> <p>"The program must be monitored within the first 4 weeks of operation each year.</p> <p>Cherry Street's after school program was not monitored within the first four weeks of operation. Monitor the program in the next 30 days. Upload the ASP monitoring form in the documents tab as part of corrective action.</p> <p>As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>				

BRIDGETON CITY BD OF ED-01100540 - Corrective Action Report (Detail)

Corrective Action History	<p>Corrective Action Plan: Submitted by Lea Berry 12/06/2023 10:16 AM</p> <p>Production records must list each meal component and reflect that the planned portion sizes meet the meal pattern component requirements. Snacks claimed for reimbursement must meet the 2 component per student requirements.</p> <p>Snacks claimed at Cherry Street School did not list all components on the production record and did not list the portion sizes. 572 snacks will be reclaimed from November.</p> <p>Going forward please use form #175.</p> <p>As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>
	<p>Corrective Action Plan: Removed by Lea Berry 12/06/2023 10:15 AM</p> <p>CAP Removed</p>
	<p>Corrective Action Plan: Submitted by Lea Berry 12/05/2023 02:36 PM</p> <p>Production records must list each meal component and reflect that the planned portion sizes meet the meal pattern component requirements. Snacks claimed for reimbursement must meet the 2 component per student requirements.</p> <p>Snacks claimed at Cherry Street School did not list all components on the production record and did not list the portion sizes. 572 snacks will be reclaimed from November.</p> <p>Going forward please use form #175.</p> <p>As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>
	<p>Corrective Action Plan: Removed by Lea Berry 12/05/2023 02:36 PM</p> <p>CAP Removed</p>

BRIDGETON CITY BD OF ED-01100540 - Corrective Action Report (Detail)

	<p>Corrective Action Plan: Submitted by Lea Berry 12/05/2023 02:36 PM</p> <p>Production records must list each meal component and reflect that the planned portion sizes meet the meal pattern component requirements. Snacks claimed for reimbursement must meet the 2 component per student requirements.</p> <p>Snacks claimed at Cherry Street School did not list all components on the production record and did not list the portion sizes. 572 snacks will be reclaimed from November.</p> <p>Going forward please use form #175.</p> <p>As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>				
	<p>Flagged by Lea Berry 12/05/2023 02:36 PM</p> <p>"The program must be monitored within the first 4 weeks of operation each year.</p> <p>The ASP program was not monitored in the first four weeks of operation. Please observe snack at Cherry Street and upload the form as part of corrective action.</p> <p>As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation."</p>				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	Cherry Street School-542	401	01/05/2024	CAP Accepted
	<p>Corrective Action Plan: Accepted by Lea Berry 01/11/2024 07:58 AM</p> <p>CAP Accepted</p>				

BRIDGETON CITY BD OF ED-01100540 - Corrective Action Report (Detail)

Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:42 PM

Bridgeton Public Schools implements offer versus serve for breakfast at Cherry Street School. Students must take the required number of components for breakfast to qualify for the meals to be claimed for reimbursement. Students must select at least three of the four food items offered. One item selected must be a half cup of fruit and/or vegetable. The students and staff will be re-trained and continuously trained on offer versus serve to ensure that this is easily recognized and followed accurately. The food service workers at Cherry Street will be given instructions daily from the Assistant Manager on what is on the menu. The narrative will explain how many components each menu item counts for, and the variations that can be selected to make a reimbursable meal. The food service worker that is tasked with serving the items, will monitor each student's selection and communicate with them accordingly. The cashiers will confirm the students and the point of sale, and communicate with them as needed.

The Teachers at Cherry Street School who are responsible for breakfast in the classroom will be trained for serve only service in their classroom. Food Service staff will individually visit each teacher and give them instructions on the proper way to conduct serve only in the classroom. They will be shown what a complete and incomplete meal are. They will also be trained on recording reimbursable meals on their rosters.

These trainings will be completed no later than January 25, 2024.

Corrective Action History

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	<p>Flagged by Lea Berry 12/05/2023 11:53 AM</p> <p>Students must take the required number of components for breakfast in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food items in the proper quantities. One item selected must be ½ cup fruit and/or vegetable. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve.</p> <p>At breakfast at Cherry Street 4 meals went through the cafeteria line without a fruit.</p> <p>The students and staff were trained as if it is a serve only site. Students were taking all components and then distributing them into the share bin/table. That is not the intention of offer versus serve.</p> <p>Students must be allowed to deny one item at breakfast. Staff and students must be re-trained.</p> <p>Teachers in the classroom were confused on day of review. The food service manager forgot they were serve only in the classroom and went down and tried to teach them offer versus serve prior to observation. Incomplete meals were observed and checked off, however the reviewers fixed the meals and made the teachers correct the rosters.</p> <p>If the SFA does not have offer versus serve, students must take all 3 items in the proper quantities.</p> <p>Food service staff/cashiers/teachers, and students must receive training on how to accurately recognize a reimbursable breakfast.</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. Indicate the date of implementation.</p>				
Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	Cherry Street School-542	500	01/05/2024	CAP Accepted

BRIDGETON CITY BD OF ED-01100540 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	<p>Corrective Action Plan: Accepted by Lea Berry 01/11/2024 08:01 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jacqueline Gallo 01/10/2024 02:43 PM</p>				
	<p>Bridgeton Public Schools implements offer versus serve for breakfast at Cherry Street School. Students must take the required number of components for breakfast to qualify for the meals to be claimed for reimbursement. Students must select at least three of the four food items offered. One item selected must be a half cup of fruit and/or vegetable. The students and staff will be re-trained and continuously trained on offer versus serve to ensure that this is easily recognized and followed accurately. The food service workers at Cherry Street will be given instructions daily from the Assistant Manager on what is on the menu. The narrative will explain how many components each menu item counts for, and the variations that can be selected to make a reimbursable meal. The food service worker that is tasked with serving the items, will monitor each student's selection and communicate with them accordingly. The cashiers will confirm the students and the point of sale, and communicate with them as needed.</p>				
	<p>The Teachers at Cherry Street School who are responsible for breakfast in the classroom will be trained for serve only service in their classroom. Food Service staff will individually visit each teacher and give them instructions on the proper way to conduct serve only in the classroom. They will be shown what a complete and incomplete meal are. They will also be trained on recording reimbursable meals on their rosters.</p> <p>These trainings will be on January 8, 2024, and completed no later than January 25, 2024.</p>				
	<p>Flagged by Lea Berry 12/05/2023 01:51 PM</p> <p>At breakfast, under offer versus serve, 4 food items from the 3 required meal components must be offered to students in minimum required quantities. Students must select a minimum of 3 food items in the required portion size. One of the food items selected must be at least ½ cup fruit and/or vegetable. 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.</p>				

Report Selections

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