

NORTHWEST ESSEX COMM-01409528 - 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)	NORTHWEST ESSEX COMM-01409528	215	04/30/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 04/21/2025 12:47 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rachel Glass 04/01/2025 10:38 AM				
	It will be corrected by ensuring that form 244 is sent before November 15, 2025. Calendar is updated with a reminder for November 3, 2025 to check and send out form 244.				
	Calendar updated as of today 4/1/2025				
Corrective Action History	Flagged by Kaitlyn Matthews 03/31/2025 09:58 AM				
	The SFA must complete the Verification Process which includes sending the "Verification Results Letter" (Form 244) by the November 15th deadline.				
	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.				
Professional Standards	Professional Standards (On-Site Assessment Tool)	NORTHWEST ESSEX COMM-01409528	1219	04/30/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 04/21/2025 12:47 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rachel Glass 04/10/2025 11:41 AM				
	Training for school staff (those serving and/or counting meals in the classroom) scheduled For April 11, 2025. Staff will start with the Counting and Claiming and Civil Rights Webinars. New employees involved with serving and/or counting meals in the classroom will receive prints out the webinars and will be scheduled to watch them.				
Corrective Action History	Flagged by Kaitlyn Matthews 03/31/2025 09:58 AM				
	Administrative, office and/or other school staff (e.g. teachers serving and/or counting meals in the classroom) who regularly work on National School Lunch and/or School Breakfast related activities throughout the school year must meet professional standard training requirements. Staff working 20 or more hours on School Nutrition program related activities are required to complete at least 6 hours of annual training. Part time staff (working less than 20 hours per week) are required to complete at least 4 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: https://theicn.org/. 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.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	NORTHWEST ESSEX COMMUNITY HEALTHCARE NETW-1425	402	04/30/2025	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 04/21/2025 12:49 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rachel Glass 04/15/2025 10:42 AM				
	The students will be taking a cup of vegetables with their lunch. The lunch componets will be bagged together, to ensure the students take the proper amount of vegetables and fruit. 3/31/25				
	Flagged by Kaitlyn Matthews 03/31/2025 10:19 AM Day of Review, Lunch (3/27/25) insufficient vegetable quantities for grades 9-12. Per the Lunch Meal Pattern, grades 9-12 are required a minimum of one cup vegetables daily. On the day of review, 0.5 cup corn and 3.25 oz cup (0.4 cup) cucumber was served. 9-12 classrooms- three meals were served in classroom #216 and two meals were served in classroom #223. Five meals are non-reimbursable. Portion sizes offered for each required lunch component must meet daily and weekly minimum requirements for the appropriate grade group (K-5, 6-8, K-8, 9-12). When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture Forms web site for specific requirements. To determine the creditable amount for each menu item's contribution to the meal pattern, refer to the following resources: Child Nutrition (CN) Labels, Signed Manufacturers Product Formulation Statements, USDA Food Buying Guide, Whole Grain Rich (WGR) Resource, USDA Foods Information Sheets. 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.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	NORTHWEST ESSEX COMMUNITY HEALTHCARE NETW-1425	403	04/30/2025	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 04/21/2025 12:47 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rachel Glass 04/10/2025 12:15 PM				
	As of 4/7/25 measures have been taken to ensure 1% low fat milk and chocolate milk will be served during breakfast time.				
	Flagged by Kaitlyn Matthews 03/31/2025 09:58 AM				
	Day of review, breakfast (3/28/2025)- only 1% low fat milk was served. A minimum of two varieties of fluid milk must be offered throughout the breakfast meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low-fat lactose reduced/lactose free milk. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations. 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.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	NORTHWEST ESSEX COMMUNITY HEALTHCARE NETW-1425	404	04/30/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 04/21/2025 12:47 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rachel Glass 04/01/2025 10:41 AM				
	Classroom and cafeteria signage updated. Forms 442 and 443 placed in all classrooms and the cafeteria. Implemented 3/31/2025				
	Flagged by Kaitlyn Matthews 03/31/2025 09:58 AM Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable breakfast and lunch. Posting only a monthly menu does not meet this requirement. 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.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	NORTHWEST ESSEX COMMUNITY HEALTHCARE NETW-1425	406	04/30/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 04/21/2025 12:48 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rachel Glass 04/15/2025 10:41 AM We are going to change the meal pattern into two groups. K thru 8 9 thru 12 This will take effect starting in May 1, 2025				
	Flagged by Kaitlyn Matthews 03/31/2025 09:59 AM The required school lunch meal patterns for each grade group (K-5, 6-8, K-8, 9-12) are intended to result in age-appropriate and nutritious meals. The K-8 meal pattern is allowable only for schools with grade configurations that prevent students from being separated into the two required grade groups (K-5 and 6-8). The menu planner may offer students in these grades the same quantities because lunch meal pattern requirements are the same or overlap. Adaptions to the menus must be made to accommodate grades 6-8 and 9-12 within one school (e.g. grades 7-12). A suggestion is to start with the components that overlap and make only minor adjustments to the vegetables or fruits components to increase calories for the older students. 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.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	NORTHWEST ESSEX COMMUNITY HEALTHCARE NETW-1425	410	04/30/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 04/21/2025 12:49 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Rachel Glass 04/15/2025 10:42 AM				
	We are goin to ensure that the correct production record is printed. We also believe that going to the different meal pattern with only two groups will help. This was completed March 31, 2025				
	Flagged by Kaitlyn Matthews 03/31/2025 10:01 AM Week of review, lunch, insufficient vegetable quantities: 3/4 cup of vegetables served to grades 9-12. Per the Lunch Meal Pattern, grades 9-12 are required a minimum of one cup vegetables daily. 31 meals are non-reimbursable. 2/10- 8 meals are non-reimbursable 2/11- 6 meals are non-reimbursable 2/13- 12 meals are non-reimbursable 2/14- 5 meals are non-reimbursable At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture's Form web site for specific component and minimum quantity requirements. At lunch, production records must document that both daily and weekly minimum quantities for each component are offered. Other supporting documentation (including but not limited to the USDA Food Buying Guide, food labels, CN labels, manufacturers product formulation statements, standardized recipes, etc.) must be used to determine the creditable amount each menu item contributes to the meal pattern to assure that required minimum quantities are offered. 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.				

Report Selections

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