

## KINGSWAY REG BD OF ED-01502440 - 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)	KINGSWAY REG BD OF ED-01502440	126	06/23/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lauren Renn 06/30/2025 02:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Suzanne Miller 06/19/2025 01:01 PM				
	I am currently working with the Data Administrator to determine if Genesis can be configured to flag case numbers that are submitted in an incorrect format. Additionally, I will ensure to double check case number formatting when reviewing and approving applications.				
	Flagged by Lauren Renn 05/21/2025 12:25 PM				
<b>Corrective Action History</b>	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) 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.				
	Application errors consisted of 3 applications with incorrect case # format for SNAP/TANF on electronic applications.				
	<b>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..</b>				
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	KINGSWAY REG BD OF ED-01502440	140	06/23/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 06/30/2025 02:53 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Suzanne Miller 05/21/2025 02:36 PM				
	Our student information system, Genesis, automatically override the student's eligibility status during the second Direct Certification upload. Upon reviewing the process, I discovered that my initial instructions for running the DC were missing a step. However, since the second round conducted on 9/9/2024, the DC process was completed correctly, and data is now accurate.				
	Flagged by Lauren Renn 05/21/2025 12:25 PM				
	After conducting each direct certification match in SNEARS, the SFA must update benefit issuance documents, as applicable, to ensure eligible students receive benefits.				
	SFA accidentally override their DC student determinations in their point of sale system making these students paid status from 9/9 to 10/7. SFA has since corrected this issue.				
	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..				

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Verification	Verification (On-Site Assessment Tool) (207H)	KINGSWAY REG BD OF ED-01502440	214	06/23/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 06/30/2025 02:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Suzanne Miller 05/21/2025 02:49 PM				
	If a household's benefit status changes to NJEIE or PAID, I will observe the required 10-calendar day waiting period before updating the student's eligibility status.				
	Flagged by Lauren Renn 05/21/2025 12:25 PM				
	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.				
	App#585 went from Federally Free to Federally Denied (njeie). Letter sent 11/14 and benefits changed on 11/14				
	App#1685 went from Federally Free to Federally Denied (njeie). Letter sent 10/30 and benefits changed 10/30				
App#366 went from Federally Reduced to Federally Denied (njeie). Letter sent on 11/15 and benefits changed on 11/15					
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..					
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	KINGSWAY REG MIDDLE-97	410	06/23/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 06/30/2025 02:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Suzanne Miller 05/21/2025 03:00 PM				
	To ensure the red/orange vegetable component on Line 3 is met each week, beginning on May 22, 2025, I will order bagged carrots and offer them as part of the meal service to fulfill the weekly meal pattern requirements.				
	Flagged by Lauren Renn 05/21/2025 12:25 PM				
	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.				
	For meal service line 3 during the week of review production records indicate only 1/4 c of Red/Orange vegetable was offered and served to students. Per the meal pattern for grades 6-8 the weekly vegetable subgroup requirement of 3/4c red/orange vegetables is required over the course of the week.				
	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.				

### Report Selections

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