

HUDSON CO VOC BD OF ED-01702295 - 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) | HUDSON CO VOC BD OF ED-01702295 | 126 | 06/06/2025 | CAP Accepted |
| Corrective Action History | <p>Corrective Action Plan: Accepted by Kaitlyn Matthews 05/09/2025 02:20 PM</p> <p>CAP Accepted</p> | | | | |
| | <p>Corrective Action Plan: Submitted by Asuncion LosBanos 05/08/2025 02:42 PM</p> <p>As per application 2024-2323, an email was sent to the parent/guardian on April 29, 2025, stating:</p> <p>"We are reaching out regarding your child's meal application. Unfortunately, the SNAP case number provided on the application could not be verified. To complete the verification process, we kindly request that you provide a copy of your current SNAP benefits card as soon as possible.</p> <p>Please note that if we do not receive the requested documentation, your child's meal status will be changed from federal free to federal paid.</p> <p>Please reply to this email with a clear copy of the card.</p> <p>If you have any questions or need assistance, please feel free to contact us."</p> <p>No response was received. As a result, a follow-up email was sent to the parent/guardian on May 8, 2025, including Form #70. The option "The application is incomplete and therefore denied. Please see prices in the chart below." was selected.</p> <p>Corrective Action: To ensure meal applications are properly completed in the future, all applications containing case numbers will undergo an initial review for correct formatting. Additionally, a dedicated review process will be implemented for applications containing case numbers to verify their accuracy.</p> | | | | |
| | <p>Flagged by Kaitlyn Matthews 05/08/2025 12:57 PM</p> <p>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.) 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.</p> | | | | |
| | | | | | |
| Meal Components and Quantities - Day of Review | Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H) | EARL W. BYRD CENTER-1559 | 401 | 06/06/2025 | CAP Accepted |

HUDSON CO VOC BD OF ED-01702295 - 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 svstems

| Section | Form Subsection | Sponsor/Site Name | Question # | Due Date | Status |
|--|---|--------------------------|------------|------------|--------------|
| Corrective Action History | Corrective Action Plan: Accepted by Kaitlyn Matthews 05/09/2025 02:21 PM CAP Accepted | | | | |
| | Corrective Action Plan: Submitted by Asuncion LosBanos 05/08/2025 04:06 PM <ul style="list-style-type: none"> All students who receive sandwiches from our deli station can take a juice, fruit, or both with their meal. Cashiers will ensure that all students eating from our deli have a "complete reimbursable deli meal" before exiting the service area. | | | | |
| | Implementation date 5/1/25 Flagged by Kaitlyn Matthews 05/08/2025 01:01 PM | | | | |
| | Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food components in the proper quantities. One component 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. If the SFA does not have offer versus serve, students must take all 5 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch. Corrective Action Finding: Missing component, two meals are non-reimbursable. Day of review, lunch (4/29/2025)- two students did not have a fruit or vegetable with their meal (sandwich & milk) 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 - Day of Review | Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H) | EARL W. BYRD CENTER-1559 | 402 | 06/06/2025 | CAP Accepted |
| | Corrective Action Plan: Accepted by Kaitlyn Matthews 05/09/2025 02:21 PM CAP Accepted | | | | |
| | | | | | |

HUDSON CO VOC BD OF ED-01702295 - 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

Corrective Action Plan: Submitted by Asuncion LosBanos 05/08/2025 04:05 PM

- The soup station will offer 2.5-ounce whole wheat rolls with soup and three packs of crackers to meet the whole grain requirement.
- The server will serve at least two "hash browns" with each breakfast to satisfy the "vegetable" requirement for breakfast.
- All cereals will be at least 28 grams (1oz and/or 1.5 oz) in size to meet the whole grain component.

Implementation date 5/1/25

Corrective Action History

HUDSON CO VOC BD OF ED-01702295 - 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

| | | | | | |
|--|--|--------------------------|-----|------------|--------------|
| | <p>Flagged by Kaitlyn Matthews 05/08/2025 12:59 PM</p> <p>Portion sizes offered for each required breakfast and 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.</p> <p>Corrective Action Finding:</p> <p>Per the Lunch Meal Pattern, grades 9-12 must be offered a daily minimum of two oz. equivalents (oz. eq.) whole grain rich (WGR).</p> <p>Day of review, lunch insufficient quantities:</p> <ul style="list-style-type: none"> -Per recipe and serving size, chicken & wild rice soup credits as 0.5 oz. eq WGR (insufficient whole grains) -The salad bar must contain measuring cups to ensure proper portion sizes. <p>Per the Breakfast Meal Pattern, grades 9-12 must be offered a daily minimum of one cup fruit/vegetable and one oz. eq grains.</p> <p>Day of review, breakfast insufficient quantities:</p> <ul style="list-style-type: none"> -Per nutrition facts label, one hashbrown credits as .28 cups (insufficient vegetable) -Per nutrition facts label, Corn Flakes cereal credits as 0.75 WGR (insufficient whole grains) -Per nutrition facts label, Rice Crispy cereal credits as 0.5 WGR (insufficient whole grains) <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 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.</p> | | | | |
| | Meal Components and Quantities - Review Period | Earl W. Byrd Center-1559 | 409 | 06/06/2025 | CAP Accepted |
| | <p>Corrective Action Plan: Accepted by Kaitlyn Matthews 05/09/2025 02:21 PM</p> <p>CAP Accepted</p> | | | | |
| | | | | | |

HUDSON CO VOC BD OF ED-01702295 - 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

| | |
|---------------------------|--|
| Corrective Action History | <p>Corrective Action Plan: Submitted by Asuncion LosBanos 05/08/2025 04:06 PM</p> <ul style="list-style-type: none">• All cashiers have two hand tally counters• One "Hand Tally Counter" for a complete reimbursable meal and a "Hand Tally Counter" for à la carte items• Before a student's ID is scanned, the cashier will ensure all meal components are met• Cashiers will click their counter indicating whether a meal is "reimbursable" or à la carte/non-reimbursable" meal, and scan the student's ID to enter into the system.• After the meal service, two line cooks and the cashiers will complete the production record on site from the actual "reimbursable meal tally taken during meal service".• All cashiers and servers were sent a refresher on "My Food Plate" and what a reimbursable meal consists of. As well as the components for "offer vs serve"• After monitoring for the last few weeks, students have consistently taken a reimbursable meal; some have purchased items à la carte. "Real-time" recording/documenting of meals has been implemented. <p>Implementation date 5/1/25</p> |
| | <p>Flagged by Kaitlyn Matthews 05/08/2025 12:59 PM</p> |
| | <p>At breakfast and lunch, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 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.</p> |
| | <p>Corrective Action Finding:</p> <p>Production records are not completed daily on-site at Earl W Byrd School (Jersey City location). A staff member from FJG Campus (Secaucus location) completes the production records weekly by using the daily sales reports. On the production records, free and reduced meals are documented in the "reimbursable" column and paid/a la carte/adult meals are documented in the "non-reimbursable" column. The production records are completed based on eligibility status using the daily sales reports rather than reimbursable meal counts.</p> <p>State agency is unable to verify production records and meals served during the review week (3/17/2025-3/21/2025).</p> <p>Review week breakfast meals- 940 meals are non-reimbursable</p> <p>Review week lunch meals- 2589 meals are non-reimbursable</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. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p> |

HUDSON CO VOC BD OF ED-01702295 - 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

Report Selections

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