

MANALAP ENG REG BD OF ED-02502920 - 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
Revenue From Non-Program Foods	Revenue from Nonprogram Foods (Off-Site Assessment Tool) (710H)	MANALAP ENG REG BD OF ED-02502920	709	07/15/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lisa Garland 07/14/2026 12:54 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Crissy Figueroa 07/13/2026 11:55 AM				
	Non-Program Food prices were reviewed and increased at the start of the 2025-26 school year. Additionally, the non-program revenue was understated in the B-5 for year-end 24/25. To correct that in the future, POS reports will be provided to the auditor to confirm non-program sales/revenue.				
Corrective Action History	Flagged by Lisa Garland 07/08/2026 10:09 AM				
	FINDING: Non-Program Food Revenue Tool.				
	Revenues from the sales of non-program foods are insufficient to cover the costs of those non-program foods in the school food service account. Therefore, in-compliant per 7 CFR 210.14(f) Additional Revenue needed to comply				
	Please submit a required Corrective Action Plan Thank You				
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	MANALAP ENG REG BD OF ED-02502920	806	04/06/2026	CAP Accepted

MANALAP ENG REG BD OF ED-02502920 - 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
Corrective Action History	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 03/18/2026 10:40 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jessica DeWysockie 03/16/2026 01:59 PM				
	Both employees involved were new to the process at the time of the review but had completed initial district Civil Rights training through GCN . To address this finding, the district will ensure that all staff who interact with program participants or process free and reduced-price meal applications complete the required annual Civil Rights training available in SNEARS, as outlined in the "Back to School Memo."				
	Moving forward, the Assistant School Business Administrator will monitor and document the completion of the required Civil Rights Self-Study Guide or Civil Rights Webinar in SNEARS to ensure all applicable staff complete the training annually by September 30. This procedure will be implemented beginning August 2026.				
Meal Components and Quantities - Review Period	Flagged by Corinne Santos-Hernandez 03/05/2026 03:37 PM				
	Annual civil rights training is required for all staff who interact with program participants or applicants, including cafeteria personnel and those involved in free and reduced-price application processing. This training must be completed each year by September 30th. The School Food Authority distributes the required information through the "Back to School Memo," posted in SNEARS in mid-August. Staff are required to complete either the State Agency Civil Rights Self-Study Guide or the Civil Rights Webinar, both of which are available in SNEARS. 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)	WEMROCK BROOK-2947	409	04/06/2026	CAP Accepted

MANALAP ENG REG BD OF ED-02502920 - 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 svst

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 03/18/2026 10:40 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Heather Ogle 03/11/2026 08:11 AM				
	The discrepancy originated from incorrect crediting information within our menu-planning software. The software vendor has provided written documentation acknowledging that the crediting values were entered incorrectly on their end.				
	Corrective actions taken: - Updated production records reflecting the accurate creditable amounts have been completed. - All standardized recipes, product formulation statements, CN labels, and USDA Foods documentation have been cross-checked to ensure accuracy. - The software vendor's letter acknowledging responsibility for the error has been included as supporting documentation.				
	Measures to ensure that this will not happen again: - Any future software updates or recipe imports will be reviewed for accuracy before implementation. - Please see attached letter from Culinary Suite.				
	Flagged by Corinne Santos-Hernandez 03/05/2026 03:37 PM				
	Production records for lunch during the review week require revision. Several recipes did not align with the documented creditable meal component contributions, including the Turkey on a Roll (REC00176), Turkey and Cheese on a Kaiser (REC00026), and Grilled Chicken Caesar Salad (REC00028). The meat/meat alternate ounce equivalents must be corrected on the production records to accurately reflect the creditable amounts. 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. 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