

TINTON FALLS BD OF ED-02505185 - 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
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	TINTON FALLS-2212	410	06/22/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 05/30/2025 11:10 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Alan Nielsen 05/28/2025 08:50 AM				
	New and more informational production sheets have been created. The new sheets, that will be used moving forward, include all componentry information for each individual item that is offered. The production sheets were also adjusted to include a listing of ALL items, as opposed to some generalizations that existed on the old version. For example: "Hot Breakfast meal" is now replaced daily with the specific hot breakfast meal that is offered, including the specific componentry for each meal. Attached is a sample of a completed production, with the added information.				
	Flagged by Corinne Santos-Hernandez 05/22/2025 01:47 PM				
	Production records for breakfast and lunch were reviewed from the review period and day of review. The SFA utilizes an electronic software for their production records that streamline with their inventory, daily sales report and edit check worksheets. The paper production record is used daily for each meal service and filed in a large binder in the kitchen. After reviewing the paper production records, corrections must be made for accuracy and recordkeeping. During the onsite review, technical assistance findings were addressed. Food service manager is compliant and will correct the issues addressed. Below is the technical assistance that was addressed:				
	1. Breakfast production record has lunch checked off instead of breakfast.				
	2. Missing signature of the foodservice employee who completed and documented it for that day.				
	3. Hot breakfast items should be itemized for each menu food item served that day to mirror the menu. For example: French toast sticks should be recorded, not "hot breakfast".				
	4. The creditable meal component contribution is grayed out on the copied paper production records used daily for both meals and should have the necessary information provided. Although this should have been a finding, the electronic production records have all the meal components available as their back up. Food service manager provided the meal component contribution from the electronic version.				
The food service manager would benefit from watching the production record webinar found in SNEARS in the trainings and resources section. Explain in detail, how the technical assistance will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action Plan 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