

## OCEAN TWP BD OF ED-02903820 - 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)                                                                                                                                                                                                                                                                                                                                                                      | OCEAN TWP BD OF ED-02903820 | 126        | 03/13/2026 | CAP Accepted |
| <b>Corrective Action History</b>   | Corrective Action Plan: Accepted by Casey Miller 03/16/2026 12:19 PM                                                                                                                                                                                                                                                                                                                                                                     |                             |            |            |              |
|                                    | CAP Accepted                                                                                                                                                                                                                                                                                                                                                                                                                             |                             |            |            |              |
|                                    | Corrective Action Plan: Submitted by Kevin Byrnes 03/12/2026 09:44 PM                                                                                                                                                                                                                                                                                                                                                                    |                             |            |            |              |
|                                    | The district will ensure all application requirements are met, including the adult signature and will conduct a second review of its applications to ensure all approved applications are complete. The district corrected this error on 1/20/2026 when it obtained the missing signature.                                                                                                                                               |                             |            |            |              |
|                                    | Flagged by Casey Miller 02/13/2026 03:51 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).                                                                                                                                                                                                                                                                                                                                            |                             |            |            |              |
|                                    | <p><b>Please explain the corrective action and date of correction in the comment box here and also on the SFA-1. To get to the SFA-1, go to Corrections--&gt; Errors tab and click on radio button for SFA-1. Please indicate the date of correction for each application error, check off the completed box, and explain how the error was corrected in the comment box. Do not identify the student's name in the explanation.</b></p> |                             |            |            |              |
| Certification and Benefit Issuance | Certification and Benefit Issuance (On-Site Assessment Tool) (124H)                                                                                                                                                                                                                                                                                                                                                                      | OCEAN TWP BD OF ED-02903820 | 131        | 03/13/2026 | CAP Accepted |

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| Section                            | Form Subsection                                                                                                                                                                                                                                                                                                   | Sponsor/Site Name           | Question # | Due Date   | Status       |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|--------------|
| Corrective Action History          | Corrective Action Plan: Accepted by Casey Miller 03/16/2026 12:19 PM                                                                                                                                                                                                                                              |                             |            |            |              |
|                                    | CAP Accepted                                                                                                                                                                                                                                                                                                      |                             |            |            |              |
|                                    | Corrective Action Plan: Submitted by Kevin Byrnes 03/12/2026 09:48 PM                                                                                                                                                                                                                                             |                             |            |            |              |
|                                    | Going forward the district will recalculate the annual income amounts to ensure the accuracy of the determination. The district reached out to the parent via a letter and phone conversation to explain the situation and the students were removed from master eligibility list in its student database system. |                             |            |            |              |
|                                    | Flagged by Casey Miller 02/13/2026 03:50 PM                                                                                                                                                                                                                                                                       |                             |            |            |              |
|                                    | During the state agency review of selected denied applications, a determination error was found for one application with 2 students.                                                                                                                                                                              |                             |            |            |              |
|                                    | Errors were recorded on the Other Eligibility Certification and Benefit Issuance Errors Worksheet (SFA-2).                                                                                                                                                                                                        |                             |            |            |              |
|                                    | Please explain the corrective action and date of correction in the comment box here and also on the SFA-2. To get to the SFA-2, click on the Corrections tab-->click Errors tab-->select SFA-2 radio button. Click on the pencil icon to enter date of correction and click the completed box.                    |                             |            |            |              |
| Certification and Benefit Issuance | Certification and Benefit Issuance (On-Site Assessment Tool) (124H)                                                                                                                                                                                                                                               | OCEAN TWP BD OF ED-02903820 | 141        | 03/13/2026 | CAP Accepted |

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| Section                   | Form Subsection                                                                                                                                                                                                                                                                                                                                                                                                                          | Sponsor/Site Name           | Question # | Due Date   | Status       |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|--------------|
| Corrective Action History | Corrective Action Plan: Accepted by Casey Miller 03/16/2026 12:19 PM                                                                                                                                                                                                                                                                                                                                                                     |                             |            |            |              |
|                           | CAP Accepted                                                                                                                                                                                                                                                                                                                                                                                                                             |                             |            |            |              |
|                           | Corrective Action Plan: Submitted by Kevin Byrnes 03/12/2026 09:38 PM                                                                                                                                                                                                                                                                                                                                                                    |                             |            |            |              |
|                           | When entering directly certified students, the district will ensure that all siblings who meet the transfer requirement are also given the same direct certified classification. The district changed the classification in real time to Direct Certification immediately after the on-site administrative review to correct the error.                                                                                                  |                             |            |            |              |
|                           | Flagged by Casey Miller 02/13/2026 03:51 PM                                                                                                                                                                                                                                                                                                                                                                                              |                             |            |            |              |
| Corrective Action History | The SFA must extend free meal benefits to all students living in a household where any member of that same household has been directly certified.                                                                                                                                                                                                                                                                                        |                             |            |            |              |
|                           | Error: DC free benefits were not manually extended for 4 students. These were recorded on the SFA-1.                                                                                                                                                                                                                                                                                                                                     |                             |            |            |              |
|                           | <p><b>Please explain the corrective action and date of correction in the comment box here and also on the SFA-1. To get to the SFA-1, go to Corrections--&gt; Errors tab and click on radio button for SFA-1. Please indicate the date of correction for each application error, check off the completed box, and explain how the error was corrected in the comment box. Do not identify the student's name in the explanation.</b></p> |                             |            |            |              |
| Verification              | Verification (On-Site Assessment Tool) (207H)                                                                                                                                                                                                                                                                                                                                                                                            | OCEAN TWP BD OF ED-02903820 | 211        | 03/13/2026 | CAP Accepted |

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| Section                                                                                                                                                         | Form Subsection                                                                                                                                                                                                                                                                                                         | Sponsor/Site Name | Question # | Due Date | Status |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------|----------|--------|
| Corrective Action History                                                                                                                                       | Corrective Action Plan: Accepted by Casey Miller 03/16/2026 12:18 PM                                                                                                                                                                                                                                                    |                   |            |          |        |
|                                                                                                                                                                 | CAP Accepted                                                                                                                                                                                                                                                                                                            |                   |            |          |        |
|                                                                                                                                                                 | Corrective Action Plan: Submitted by Kevin Byrnes 03/12/2026 09:30 PM                                                                                                                                                                                                                                                   |                   |            |          |        |
|                                                                                                                                                                 | Going forward the district will ensure that all parents selected during the verification process, regardless of outcome, will receive a final results of verification letter (form 244). The district mailed a form 244 to the parent even though it was late.                                                          |                   |            |          |        |
|                                                                                                                                                                 | Flagged by Casey Miller 02/13/2026 03:53 PM                                                                                                                                                                                                                                                                             |                   |            |          |        |
|                                                                                                                                                                 | The SFA must send all verification letters that include all required information, which include the first notification letter, a second notification letter if applicable, and a final results of verification letter. It is highly suggested that the SFA use the State verification letters (Forms 236, 21, and 244). |                   |            |          |        |
|                                                                                                                                                                 | Error: While the SFA did send the first notification of verification letter Form 236, the SFA did not send the final results of verification letter Form 244.                                                                                                                                                           |                   |            |          |        |
| Explain, in detail, how the finding will be corrected and measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation. |                                                                                                                                                                                                                                                                                                                         |                   |            |          |        |

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| applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised systemically.                           |                                                                                                                                                                       |                             |            |            |              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|--------------|
| Section                                                                                                                                                             | Form Subsection                                                                                                                                                       | Sponsor/Site Name           | Question # | Due Date   | Status       |
| Verification                                                                                                                                                        | Verification (On-Site Assessment Tool) (207H)                                                                                                                         | OCEAN TWP BD OF ED-02903820 | 215        | 03/13/2026 | CAP Accepted |
| Corrective Action History                                                                                                                                           | Corrective Action Plan: Accepted by Casey Miller 03/16/2026 12:18 PM                                                                                                  |                             |            |            |              |
|                                                                                                                                                                     | CAP Accepted                                                                                                                                                          |                             |            |            |              |
|                                                                                                                                                                     | Corrective Action Plan: Submitted by Kevin Byrnes 03/12/2026 09:35 PM                                                                                                 |                             |            |            |              |
|                                                                                                                                                                     | The district will start the verification process earlier in order to meet the 11/15 completion deadline. This will be implemented for 2026-2027 Verification Process. |                             |            |            |              |
|                                                                                                                                                                     | Flagged by Casey Miller 02/13/2026 03:52 PM                                                                                                                           |                             |            |            |              |
|                                                                                                                                                                     | The SFA must complete the Verification Process which includes sending the "Verification Results Letter" (Form 244) by the November 15th deadline.                     |                             |            |            |              |
| Error: Verification was not completed by 11/15. It was started late, the first notification letter was sent on 11/16.                                               |                                                                                                                                                                       |                             |            |            |              |
| 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)                                                                                | WARETOWN ELEM-1778          | 410        | 03/13/2026 | CAP Accepted |

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| Section                   | Form Subsection                                                                                                                                                                                                                                                                                                             | Sponsor/Site Name | Question # | Due Date | Status |
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| Corrective Action History | Corrective Action Plan: Accepted by Casey Miller 03/16/2026 12:18 PM                                                                                                                                                                                                                                                        |                   |            |          |        |
|                           | CAP Accepted                                                                                                                                                                                                                                                                                                                |                   |            |          |        |
|                           | Corrective Action Plan: Submitted by Debra Lanzner 02/16/2026 02:32 PM                                                                                                                                                                                                                                                      |                   |            |          |        |
|                           | As of 1/13/2026, the menu was corrected to include a 1oz cheese stick with the French toast and egg patty. Going forward, this PreK meal will include the cheese stick in the meat/meat alternate portion of the meal.                                                                                                      |                   |            |          |        |
|                           | Flagged by Casey Miller 02/13/2026 03:53 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. |                   |            |          |        |
|                           | Error: For pre-school lunch menu only, on 12/11 Thurs of the review week insufficient daily meat/meat alternate was planned and served. French toast sticks and egg patty was the lunch. The egg patty credits as 1oz eq m/ma. The preK meal pattern requires 1.5oz eq m/ma daily.                                          |                   |            |          |        |
|                           | 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