

PINELANDS REG BD OF ED-02904105 - 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)	PINELANDS REG BD OF ED-02904105	126	06/14/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Casey Miller 06/09/2025 03:47 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Sarah O'Toole 05/20/2025 01:49 PM				
	All applications flagged (#1528 & #1584) were updated in our system on 04/30/2025 to include the household income and information instead of just the student's information who was 18 years of age but not emancipated.				
	Student on application #1528 was found to qualify for free meals under direct certification due to a member in the household receiving SNAP benefits.				
	Student on application #1584 was found to qualify for free meals due to the annual income for a household of two being less than the maximum \$26,572/year.				
Corrective Action History	We have already reached out to our lunch program software to remove the option to allow a student to apply for themselves. All students looking to apply for themselves will have to contact the Business Office where we will be able to ask the necessary questions to ensure the student is either 21 year of age or emancipated before submitting an application. If our software company is not able to accommodate us, we will flag all applications where students are applying for themselves so we can find out the situation and update the application as necessary in order to remain in compliance with the rules and regulations set forth by the Department of Agriculture.				
	Flagged by Casey Miller 05/14/2025 03:12 PM				
	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.				
	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. Please also go to Corrections--> Errors tab-->SFA-1 and 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.				
Verification	Verification (On-Site Assessment Tool) (207H)	PINELANDS REG BD OF ED-02904105	214	06/14/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Casey Miller 06/09/2025 03:47 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Sarah O'Toole 05/20/2025 01:31 PM				
	We will work with our lunch software company to ensure the system is set up correctly to default to 10 calendar days or we will manually updated the application(s) on the 10th calendar day if our software company is unable to accommodate with our needs.				
	Flagged by Casey Miller 05/14/2025 03:15 PM				
Corrective Action History	Households for whom benefits were to be reduced or terminated, due to verification, must be given 10 calendar days' written notice of the change prior to the date the change will go into effect. The first day of the advance notice period is the day the notice is sent.				
	Error: Two applications verified with no response were given more than 10 calendar days advance notice of the change. Final letter was sent on 11/15 and eligibility change was effective in system on 11/29.				
	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