

LEARNING CENTER-00409491 - 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
Verification	Verification (On-Site Assessment Tool) (207H)	LEARNING CENTER-00409491	209	06/18/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Marianella Martins 06/23/2026 09:39 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Carl Palacio 06/23/2026 09:36 AM				
	5/11/26				
	Corrective Action Plan: Rejected by Marianella Martins 06/23/2026 08:55 AM				
	Please add the date of implementation. Thank you.				
	Corrective Action Plan: Submitted by Carl Palacio 06/12/2026 08:53 AM				
	The verification webinar was reviewed again by three staff members to strengthen oversight of the verification process. The team also reviewed the application that had been verified incorrectly, along with the supplemental pay stubs submitted by the family. Each staff member conducted an independent review, and the findings were then discussed collectively. During the review, the error was identified immediately. Net income had been used in place of gross income during the verification process. Once the error was identified, the student's eligibility status was corrected from Free meals to Reduced price meals. The parent/family was notified of both the error and the resulting change in eligibility status. Moving forward, staff will continue to review the Verification webinar materials and attend any updated training webinars that become available. Flagged by Marianella Martins 05/18/2026 09:47 AM The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. It is recommended that staff responsible for the verification process view the recorded Verification webinar available under the Training tab 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.				
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool) (1400H)	LEARNING CENTER-00409491	1400	06/18/2026	CAP Accepted
	Corrective Action Plan: Accepted by Marianella Martins 06/23/2026 09:40 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Carl Palacio 06/23/2026 09:36 AM				
	7/6/26. 1st Day of our ESY Program.				

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Corrective Action History	Corrective Action Plan: Submitted by Carl Palacio 06/12/2026 08:53 AM				
	We are currently revamping our HACCP Food Safety Plan and focusing on the following key areas: 1. Use USDA and New Jersey State Resources We will continue to use USDA and New Jersey Department of Education HACCP templates and guidance documents as the foundation of our program. These resources provide the required elements for School Food Authorities (SFAs) and help ensure compliance with state and federal regulations. 2. Organize Menu Items Using the Process Approach As part of the HACCP framework, menu items are categorized based on how many times they move through the temperature danger zone (41°F–135°F): Process 1 – No Cook: Foods such as salads and deli sandwiches that remain cold from preparation through service. Process 2 – Same-Day Service: Foods such as hamburgers and roasted vegetables that are prepared and served on the same day. 3. Establish Critical Limits and Monitoring Procedures For each process category, we are identifying critical limits that help prevent food safety hazards. Examples include maintaining refrigeration temperatures at 41°F or heating temps for cooked foods. Staff will be trained in monitoring procedures and the corrective actions required whenever a critical limit is not met. 4. Strengthen Standard Operating Procedures (SOPs) Our SOPs will continue to serve as the foundation of daily food safety practices and will address areas such as: - Employee hygiene and handwashing - Cleaning and sanitizing equipment and utensils including food prep and serving areas - Safe receiving and storage of deliveries 5. Improve Documentation and Verification Processes . Regular compliance reviews will occur and records are maintained for on-site reviews and inspections. Verification must be thoroughly reviewed on all documents provided by household and must be done on a timely manner. Flagged by Marianella Martins 05/18/2026 10:05 AM The SFA must have a food safety plan in place that includes HACCP standard operating procedures (SOP), as well as monitoring, corrective action, and record keeping procedures. Further guidance on required elements for the HACCP plan can be found in "HACCP Based Standard Operating Procedures" available on the NJDOA website. 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)	LEARNING CTR-830	400	06/18/2026	CAP Accepted

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	Both the school food service staff and the vendor were present during the exit discussion for the administrative review. During the meeting, concerns were raised regarding the added sugar content of one of the breakfast cereal options. The allowable sugar limits for breakfast cereals were reviewed and explained to the vendor. Following the discussion, we worked with the vendor to identify lower-sugar cereal options and other compliant alternatives. Moving forward, we will continue to closely monitor menu offerings by reviewing product nutrition information, including added sugar content, to ensure compliance with program requirements. When necessary, we will request alternative products from our vendors. In addition, we will communicate menu needs and breakfast cereal added sugar limits with vendors on an ongoing basis. We will provide the vendors with information regarding cereal products currently offered that do not meet requirements and request possible substitutes or future reformulated products that are compliant. As part of our corrective action plan, we will procure and incorporate breakfast cereal products that meet the added sugar requirements into our menu offerings. We will also share sample product specifications for compliant breakfast cereals with vendor to support future purchasing decisions. To encourage student acceptance of compliant products, we will seek student input through taste-testing activities and surveys to help identify acceptable breakfast cereal options. Implementation Date: Flagged by Marianella Martins 05/18/2026 11:17 AM Breakfast cereals served contained more than 6 grams of added sugars per dry ounce, exceeding USDA Final Rule standards. 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.

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Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	LEARNING CTR-830	403	06/18/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Marianella Martins 06/23/2026 09:39 AM CAP Accepted				
	Corrective Action Plan: Submitted by Carl Palacio 06/23/2026 09:33 AM 5/11/26				
	Corrective Action Plan: Rejected by Marianella Martins 06/23/2026 08:55 AM Please add the date of implementation. Thank you.				
	Corrective Action Plan: Submitted by Carl Palacio 06/12/2026 08:52 AM The milk choice options were addressed with our vendor. After speaking with them and conducting follow up communication, they confirmed that they will be providing an adequate supply of both unflavored white milk and chocolate milk for breakfast and lunch services.				
	Flagged by Marianella Martins 05/18/2026 09:47 AM A minimum of two varieties of fluid milk must be offered throughout the breakfast meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low fat lactose reduced/lactose free milk. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations. Explain in detail, how the findin				

Report Selections

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