

WARREN TWP BD OF ED-03505470 - 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)	WARREN TWP BD OF ED-03505470	131	01/19/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 01/16/2024 12:41 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Heagele 01/12/2024 03:18 PM				
	The application originally submitted was listed erroneously as "Reduced" on the Master Eligibility List Form. Upon completion of the audit review, it was properly identified as "Free" on the MEL Form, which corrected the error.				
Corrective Action History	Flagged by Erlisa Levin 12/06/2023 10:59 AM				
	During the state agency review of selected denied applications, determination errors were found. Errors were recorded on the Other Eligibility Certification and Benefit Issuance Errors Worksheet (SFA-2). The SFA must record the corrective action and date corrected on the SFA-2. The completed SFA-2 must be uploaded in Documents within the required deadline. 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.				
	Verification (On-Site Assessment Tool) (207H)				
	WARREN TWP BD OF ED-03505470				
Verification	Verification (On-Site Assessment Tool) (207H)	WARREN TWP BD OF ED-03505470	208	01/19/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 01/16/2024 12:40 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Heagele 01/12/2024 03:11 PM				
	Once a verification is deemed completed, it will be indicated with date and signature of confirming official immediately. This corrective action was implemented at the conclusion of the audit, November 15, 2023. Additionally, NJEIE application status does not require verification.				
Corrective Action History	Flagged by Erlisa Levin 12/05/2023 08:30 PM				
	The Confirming Official must record on the Verification Tracker the date of the confirmation review. 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.				
	If the confirming official does not validate the original determination of an application, the SFA must send the Letter of Audit Results (Form 255) to the household and update the meal counting and claiming system. The SFA must then select another application to verify.				
	Local School Wellness (Off-Site Assessment Tool) (1000H)				
Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	WARREN TWP BD OF ED-03505470	1006	01/19/2024	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 01/16/2024 12:41 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Heagele 01/12/2024 03:30 PM				
	<p>The district Local Wellness Policy was adopted on June 18, 2018 and has been available to the families and community. Please see uploaded Form 357 for more information.</p> <p>Flagged by Erlisa Levin 12/11/2023 09:14 PM</p> <p>SFAs are required to inform the public (including parents, students and others in the community) about the results of the most recent assessment of the Local School Wellness Policy. Acceptable methods may include disseminating printed or electronic copies or posting the completed assessment on the SFA's school web site. Explain, in detail, how and when the assessment will be completed and upload as part of the AR finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p> <p>Please fill out form # 357 and return with the CAP</p>				
Professional Standards	Professional Standards (Off-Site Assessment Tool) (1200H)	WARREN TWP BD OF ED-03505470	1205	01/19/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 01/16/2024 12:41 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Heagele 01/12/2024 03:16 PM				
	<p>As of January 12, 2024, our Food Service Program Manager has completed 6 hours of the annual training. The additional 4 hours required will be fulfilled at the Annual B&G Conference in March 2024.</p> <p>Flagged by Erlisa Levin 12/06/2023 10:48 AM</p> <p>Food service program managers must have at least 10 hours of annual training that is relevant to their specific job duties. Training may be obtained in many ways, such as in-person, online, through local meetings, live or recorded webinars, conferences, state agency training, etc. A variety of free and low-cost training resources and formats are available. A good resource is the database of training opportunities available at: https://theicn.org/ Explain, in detail, the specific steps that will be taken to meet the annual training requirement and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.</p>				
Reporting and Recordkeeping	Reporting and Recordkeeping (On-Site Assessment Tool) (1500H)	WARREN TWP BD OF ED-03505470	1500	01/19/2024	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 01/16/2024 12:42 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Heagele 01/12/2024 03:19 PM				
	<p>The Unpaid Meal Policy (P8500) was provided to the Board for their review, and was adopted at our January 8, 2024 Board Meeting. The adopted policy is available to the public on the district website.</p> <p>Flagged by Erlisa Levin 12/06/2023 11:12 AM</p> <p>The Unpaid meal policy must be implemented as soon as possible.</p> <p>review the policy with the board and implement district -wide.</p>				
Infant and Pre-K Meal Pattern	Infant and Pre-K Meal Pattern (Other Programs)	MT. HOREB-2615	11	01/19/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 01/16/2024 12:41 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Heagele 01/12/2024 03:14 PM				
	<p>The district has instructed MyFoodDays to change the ordering platform for all pre-school families. Pre-school families can now only order unflavored low-fat (1 percent) milk.</p> <p>Flagged by Erlisa Levin 12/06/2023 10:43 AM</p> <p>Only unflavored low-fat (1 percent) or unflavored fat-free (skim) milk is allowed to be served to children 2-5 years of age. Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p> <p>The student in the first pre-K classroom was served chocolate milk on DOR at lunch.</p>				
Infant and Pre-K Meal Pattern	Infant and Pre-K Meal Pattern (Other Programs)	MT. HOREB-2615	14	01/19/2024	CAP Accepted

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	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Heagele 01/12/2024 03:16 PM				
	The district has consulted with its food service vendor who, in turn, consulted with the Department of Agriculture. After discussion, it was determined that very limited participation in the pre-school program did not warrant family style meal service.				
	Flagged by Erlisa Levin 12/06/2023 10:46 AM				
Corrective Action History	Family style meal service has not been implemented properly. Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.				
	Family style meal service, FNS 783-9				
	SFA/Sponsor On-Site Monitoring	MT. HOREB-2615	901	01/19/2024	CAP Accepted
	SFA/Sponsor On-Site Monitoring (On-Site Assessment Tool - Site) (901H)				
	Corrective Action Plan: Accepted by Erlisa Levin 01/16/2024 12:42 PM				
Corrective Action History	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Heagele 01/12/2024 03:17 PM				
	The Food Service Program Manager will complete this on-site accountability as required by January 31, 2024.				
	Flagged by Erlisa Levin 12/06/2023 10:49 AM				
	All SFAs must conduct an on-site accountability review of lunch prior to February 1st each school year. The NSLP and SBP On-Site Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee. 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.				

Report Selections

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