BYRAM TWP BD OF ED-03700640 - 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 syste

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	BYRAM TWP BD OF ED-03700640	126	03/20/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 03/04/2026 12:43 PM CAP Accepted				
	Corrective Action Plan: Submitted by Theresa Radline 03/02/2026 09:31 AM All application errors have been corrected as of 2/24/26.				
	Flagged by Katie Hunter 02/20/2026 11:46 AM 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 and/or SFA-2.) 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.**				
Verification	Verification (On-Site Assessment Tool) (207H)	BYRAM TWP BD OF ED-03700640	209	03/20/2026	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 03/04/2026 12:40 PM CAP Accepted				
	Corrective Action Plan: Submitted by Theresa Radline 03/02/2026 09:34 AM Corrected by sending Form 255 to parent and thus marked the student as reduced. and updated on 2/19/26. Staff have since reviewed the verification webinar and has kept log of corrective actions taken. Staff have created a checklist to use during the verification process to avoid further errors.				
	Flagged by Katie Hunter 02/20/2026 11:46 AM CA finding: SFA incorrectly determined the income provided by the household. Incorrect arithmetic and income computation error. 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.**				
Revenue From Non-Program Foods	Revenue from Nonprogram Foods (Off-Site Assessment Tool) (710H)	BYRAM TWP BD OF ED-03700640	709	07/16/2026	CAP Accepted

BYRAM TWP BD OF ED-03700640 - Corrective Action Report (Detail)

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lisa Garland 07/10/2026 12:18 PM CAP Accepted				
	Corrective Action Plan: Submitted by Theresa Radline 07/09/2026 03:10 PM See attached				
	Flagged by Lisa Garland 07/09/2026 01:37 PM FINDING: Non-Program Food Revenue Tool. Revenues from the sales of non-program foods are insufficient to cover the costs of those non-program foods in the school food service account. Therefore, in-compliant per 7 CFR 210.14(f) Additional Revenue needed to comply Please submit a required Corrective Action Plan Thank You				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	BYRAM LAKES 1-2624	400	03/20/2026	CAP Accepted

BYRAM TWP BD OF ED-03700640 - Corrective Action Report (Detail)

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 03/13/2026 08:21 AM CAP Accepted				
	Corrective Action Plan: Submitted by Chrominska Milena 03/04/2026 02:41 PM The food service manager and the supervisor reviewed the historical production records. Current forecasting has been adjusted to reflect recent participation trends, and an additional 10% has been added to projected meal counts to account for fluctuation in student demand. Mid-service count check and monitoring of remining portions will be conducted to identify potential shortages earlier. Staff received refresher training on forecasting procedure, production record accuracy, and standard operating procedures related to meal shortages. Manager will review production records daily. This corrective action plan was implemented on February 19, 2026.				
	Corrective Action Plan: Rejected by Katie Hunter 03/04/2026 12:42 PM Indicate the date of implementation. Must include a complete date with month, day, and year for date of implementation. Re-submit CAP with a complete date of implementation.				
	Corrective Action Plan: Submitted by Chrominska Milena 03/04/2026 09:53 AM The food service manager and the supervisor reviewed the historical production records. Current forecasting has been adjusted to reflect recent participation trends, and an additional 10% has been added to projected meal counts to account for fluctuation in student demand. Mid-service count check and monitoring of remining portions will be conducted to identify potential shortages earlier. Staff received refresher training on forecasting procedure, production record accuracy, and standard operating procedures related to meal shortages. Manager will review production records daily. These procedures were implemented immediately.				
	Flagged by Katie Hunter 02/20/2026 11:46 AM CA Finding: 1 student in last NSLP service did not have access to the sausage for the waffles and sausage meal. The kitchen ran out of sausage, the student verbalized they wanted the sausage when questioned at the register for the incomplete meal, the staff on register checked and was informed that there was no more sausage left. Staff was able to encourage the student to take a fruit to make a complete reimbursable meal. Although a compliant alternate meal was available and met meal pattern requirements, the SFA did not prepare sufficient quantities of the planned entrée to cover the entire meal service. The food service manager should review historical production records, portion control practices, and daily meal counts to improve forecasting and ensure adequate quantities of the planned entrée are prepared and available for the entire meal service period. These procedures should be implemented immediately and monitored daily to prevent recurrence. All 5 required meal components for lunch must be available on every serving line/serving area prior to the beginning and during the entire meal service. If a serving line/serving area runs out of a component, the SFA must immediately add the missing meal component before any additional meals are claimed for reimbursement. To help assure that required food components are available, food service personnel should monitor the serving lines/serving areas throughout the meal service. Accurate production records must be kept and should be used to plan appropriate quantities of meal components. 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