

NORTH HANOVER BOE-00503650 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Certification and Benefit Issuance		126	01/14/2019	CAP Accepted
Corrective Action History	CAP Accepted Corinne Santos-Hernandez 01/15/2019 01:56 PM	CAP Accepted			
	CAP Submitted TERRY GALL 01/10/2019 02:18 PM	The application was changed to paid and calculated correctly. A letter was sent home on December 12, 2018 to let the family know of the change from Reduced to Paid. The family was notified by telephone as well to let them know the reason for the change.			
	CAP Rejected Corinne Santos-Hernandez 01/10/2019 12:06 PM	Please document the date of implementation or when the application was completed when the household was contacted for the information. Thank you, Corinne			
	CAP Submitted AMY LERNER 01/04/2019 04:57 PM	The district will revise the application to denied and will also secure the social security information that is missing from the applications. Going forward, the district will ensure that all social security information is completed.			
	Flagged Corinne Santos-Hernandez 12/13/2018 11:34 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. A total of 208 student applications were reviewed with 1 application that was incorrectly approved as Reduced with a correct determination of Denied. A total of 7 applications had missing social security numbers.			
Off-Site Assessment Tool	Professional Standards		1208	01/14/2019	CAP Accepted

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Corrective Action History	CAP Accepted Corinne Santos-Hernandez 01/03/2019 01:36 PM	CAP Accepted			
	CAP Submitted TERRY GALL 12/20/2018 10:59 AM	<p>Frances Mulryne - December 20, 2018</p> <p>Completed Civil Rights Training on 12/20/18.</p> <p>In the future Frances will join us for the Civil Rights training in the beginning of the school year.</p>			
	Flagged Corinne Santos-Hernandez 12/13/2018 11:33 PM	<p>SFAs must track and record the annual training hours completed by each food service program employee. At a minimum, records should list the employee name, school, training title, topics/objectives, training source, dates and total training hours to demonstrate training completion. It is mandatory, if being reviewed, that the Primero Edge Teamwork training tracker tool (accessed through SOARS) be used. 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.</p> <p>* Nutri-Serve Food MAnagement staff have their own record training hours and used TEAM WORK to document the annual hours that were completed. Board Office staff did not have recorded annual training available at the time of review. 12/10/18</p>			