

## DENNIS TWP BD OF ED-00901080 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Certification and Benefit Issuance		126	05/17/2019	CAP Accepted
Corrective Action History	CAP Accepted Lorena Paredes 05/24/2019 06:07 PM	CAP Accepted			
	CAP Submitted PAIGE SHARP-RUMAKER 05/24/2019 09:21 AM	<p>Letter to [REDACTED] parents was sent on April 29th, ten days later on May 9th student was changed from free to reduced.</p> <p>I added the last 4 digits of SS# [REDACTED] to [REDACTED] application on April 17th.</p>			
	CAP Rejected Lorena Paredes 05/23/2019 03:37 PM	Please go into the Eligibility Certification and Benefit Issuance Worksheet (SFA-1) and indicate the date in which the two applications were corrected.			
	CAP Submitted PAIGE SHARP-RUMAKER 05/21/2019 11:53 AM	<p>One application was missing a Social Security # which I have obtained from the parent and added it to the application.</p> <p>The other application was incorrectly determined which caused the student to go from free to reduced. I sent the letter of audit results to the parents and after 10 days I changed the meal accounting system to reduced for that student.</p>			
	Flagged Lorena Paredes 04/17/2019 04:03 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.			
On-Site Assessment Tool	Verification		209	05/17/2019	CAP Accepted
Corrective Action History	CAP Accepted Lorena Paredes 05/23/2019 03:38 PM	CAP Accepted			
	CAP Submitted PAIGE SHARP-RUMAKER 05/21/2019 11:40 AM	I sent a letter of audit results to mom letting her know she would be changed to paid in 10 days if she could not bring in paystubs showing that she did not receive overtime on a regular basis. Mom brought in paystubs without overtime so I left her as reduced.			
	Flagged Lorena Paredes 04/17/2019 03:54 PM	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.			

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On-Site Assessment Tool	Verification		207	05/17/2019	CAP Accepted
Corrective Action History	CAP Accepted Lorena Paredes 05/23/2019 03:37 PM	CAP Accepted			
	CAP Submitted PAIGE SHARP-RUMAKER 05/21/2019 11:50 AM	Originally when I did the calculations the computer said that I needed to verify 2 applications, so I sent letters to two families. When i was submitting the information it turned out that I only needed one. But I already had the information so I kept it. In the future I will disregard any additional applications.			
	Flagged Lorena Paredes 04/17/2019 03:55 PM	The number of applications verified by the SFA must be exactly the same as the sample size number identified in Part 1 of the Verification Collection Report. With the exception of any questionable applications verified for cause, SFAs must not verify more than or less than the sample size calculated. 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..			
On-Site Assessment Tool - Site	Meal Components and Quantities - Review Period	DENNIS TOWNSHIP ELEM	409	05/17/2019	CAP Accepted
Corrective Action History	CAP Accepted Lorena Paredes 05/01/2019 10:01 AM	CAP Accepted			
	CAP Submitted CHERYL ROBBINS 04/23/2019 08:25 AM	The breakfast cashier was re-trained on meal components and offer vs. serve on Thursday, April 18, 2019. The cashier will insure that every breakfast served includes 3 out of the 4 offered food items and required portion sizes, and that one of the items selected is at least 1/2 cup of a fruit or vegetable. If the breakfast on the tray does not include a fruit or vegetable, the cashier will charge ala carte pricing and will record the non-compliant meal appropriately on the production sheet; the items will be included in the non-reimbursable column on the production record.			
	Flagged Lorena Paredes 04/17/2019 03:55 PM	One breakfast on 3/19/19 was missing the fruit component making it a non-reimbursable meal. At breakfast, under offer versus serve, 4 food items from the 3 required meal components must be offered to students in minimum required quantities. Students must select a minimum of 3 food items in the required portion size. One of the food items selected must be at least 1/2 cup fruit and/or vegetable. 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.			