

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|---|--|------------|------------|-----------------|
| On-Site Assessment Tool | Professional Standards | | 1213 | 07/16/2019 | CAP Removed |
| Corrective Action History | CAP Removed Amy Martin 07/17/2019 01:50 PM | CAP Removed | | | |
| | Flagged Amy Martin 06/03/2019 12:43 PM | <p>The food service director is required to either have completed 8 hours of food safety training within the last 5 years prior to the on-site AR date or should have completed the training within 30 days of hire, if new. Food safety training must now be completed. A free Food Safety in Schools online training course is available from the Institute of Child Nutrition at www.theicn.org or the SFA can choose their own online or in person training resource to obtain the required food safety training.</p> <p>No trainings and/or records provided during the AR.</p> <p>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 when the food safety training will be completed.</p> | | | |
| Off-Site Assessment Tool | Professional Standards | | 1206 | 07/16/2019 | CAP Removed |
| Corrective Action History | CAP Removed Amy Martin 07/17/2019 01:50 PM | CAP Removed | | | |
| | Flagged CATHERINE SMITH 06/18/2019 02:06 PM | | | | |
| On-Site Assessment Tool | Professional Standards | | 1215 | 07/16/2019 | CAP Accepted |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|--|------------|----------|--------|
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:48 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:31 AM | <p>Appropriate civil rights training will be completed for all Food Service Management Company employees by 7/15/19.</p> <p>Civil rights training was completed on 1/6/2019. Civil Rights and School Meals Programs (Training for Child Nutrition Service Employees) This training will be added to the welcome back meeting for the staff members that will happen on August 14, 2019.</p> <p>Other trainings completed by food service staff during the 18/19 school year are:</p> <ul style="list-style-type: none"> Breakfast meal requirements standards lunch meal requirement standards production record training al a carte standards quick guide food product dating and labeling <p>All staff and managers are FARE Check certified and this was completed 9/26/2018</p> <ul style="list-style-type: none"> safety refresher food cost basics hazard communication and safety training food cost basics for associates | | | |
| | Flagged Amy Martin 06/12/2019 09:49 AM | <p>School Nutrition Program managers are required to complete at least 10 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: http://professionalstandards.nal.usda.gov/.</p> <p>No trainings and/or records provided during the AR.</p> <p>Explain in detail, how the annual training requirements will be met and the measures taken to ensure this finding will not reoccur in the future. Indicate the date of implementation.</p> | | | |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|---|---|---|------------|------------|--------------|
| On-Site Assessment Tool | Professional Standards | | 1214 | 07/16/2019 | CAP Accepted |
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:48 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:32 AM | Trainings will be completed and the tracking will be completed in SOARS. Several trainings have been completed by the director, but the hours have not been tracked. All other managers and associates have also completed trainings and will continue to complete training programs. All future trainings, which will begin in August of 2019, will be tracked in the SOARS portion of SNEARS. | | | |
| | Flagged Amy Martin 06/12/2019 09:49 AM | <p>School Nutrition Program directors are required to complete at least 12 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: http://professionalstandards.nal.usda.gov/.</p> <p>No trainings and/or records provided during the AR.</p> <p>Explain in detail, how the annual training requirements will be met and the measures taken to ensure this finding will not reoccur in the future. Indicate the date of implementation.</p> | | | |
| Dietary Specification Assessment Tool (On Site Observation) | Dietary Specification Assessment Tool (On Site Observation) | CAMDEN C V-T PENNSAUKEN | 19 | 07/16/2019 | CAP Accepted |
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:48 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:28 AM | <p>More weight and measuring tools will be purchased to ensure that the proper ingredients are properly weighted out, measured, and portioned.</p> <p>Training of meal service standards will be reviewed with associates at the welcome back meeting and at least 2 other times during the school year to ensure proper meal requirements.</p> | | | |
| | Flagged Amy Martin 06/12/2019 09:49 AM | <p>In order to ensure a consistent portion size, yield and quality, standardized lunch recipes should be followed exactly. Ingredients should be weighed or measured using standardized weight or measuring utensils. This will also ensure that Child Nutrition meal pattern requirements are met.</p> <p>Explain in detail how this finding was corrected. Include date of implementation.</p> | | | |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|--|------------|------------|--------------|
| On-Site Assessment Tool - Site | Civil Rights | CAMDEN C V-T PENNSAUKEN | 811 | 07/16/2019 | CAP Accepted |
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:48 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:29 AM | Posters were ordered and were received on 5/31/2019. When received on June 3, 2019, they were posted in the dining room in full view of the students. | | | |
| | Flagged Amy Martin 06/12/2019 09:49 AM | <p>The SFA did not have the current USDA "And Justice for All" poster displayed in a prominent location and visible to the students.</p> <p>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> | | | |
| On-Site Assessment Tool - Site | Meal Components and Quantities - Review Period | CAMDEN C V-T PENNSAUKEN | 410 | 07/16/2019 | CAP Accepted |
| | CAP Accepted Amy Martin 07/17/2019 01:47 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:29 AM | Production records will be set up to ensure that the meals are put together as to ensure that the proper nutritional requirements are met. side portions will be with entrée items to ensure the proper grains are planned and served. | | | |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| | | | | | |
|----------------------------------|--|--|--|-----|------------|
| Corrective Action History | Flagged Amy Martin 06/12/2019 09:49 AM | | <p>At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. Production records must document that both daily and weekly minimum quantities for each component are offered. Other supporting documentation (including but not limited to the USDA Food Buying Guide, food labels, CN labels, manufacturers product formulation statements, standardized recipes, etc.) must be used to determine the creditable amount each menu item contributes to the meal pattern to assure that required minimum quantities are offered.</p> <p>For the week of review, grain was deficit on multiple days:</p> <p>Monday: breaded chicken drumsticks were served. The drumsticks only provide 0.75oz eq of the required 2oz eq grain. Although the menu, recipe, and production record do not state that the drumstick is served with anything additional, per the staff they came with the dinner rolls listed under the "Sides" portion of the production record. If this was the case, 248 drumsticks were served, however only 50 portions of dinner rolls were PLANNED and SERVED per the production record.</p> <p>In addition 19 burgers (17 Cheeseburger and two Cowpoke burgers) were served on a bun that only credits as 1.75oz eq. with out an additional grain.</p> <p>Tuesday: 68 burgers (56 cheeseburgers and 12 BLT burgers) were served on a bun that only credits as 1.75oz eq. with out an additional grain.</p> <p>Wednesday: 22 burgers (all cheeseburgers) were served on a bun that only credits as 1.75oz eq. with out an additional grain.</p> <p>Thursday: 52 burgers (all cheeseburgers) were served on a bun that only credits as 1.75oz eq. with out an additional grain. In addition, General Tsos chicken was served. The chicken only provides 0.5oz eq of the required 2oz eq grain. Although the menu, recipe, and production record do not state that the drumstick is served with anything additional, per the staff they came with the brown rice, and garlic twists listed separately on the production record. If this was the case, 181 servings of chicken were served (250 planned), however only 164 portions of rice were served (250 planned) and only 150 garlic twists were planned and served per the production record; therefore 31 meals did not contain enough grain.</p> <p>Friday: 56 burgers 22 burgers (all cheeseburgers) were served on a bun that only credits as 1.75oz eq. with out an additional grain.</p> <p>Since this was a daily issue, the weekly grain component was not met as well.</p> <p>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> | | |
| | On-Site Assessment Tool - Site | Meal Components and Quantities - Day of Review | CAMDEN C V-T PENNSAUKEN | 404 | 07/16/2019 |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|---|------------|------------|--------------|
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:47 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:30 AM | <p>Offer vs. serve breakfast signage has been downloaded and was posted in the cafeteria on 6/19/19.</p> <p>A check list of signage will be composed and checked at the beginning of each school year and again checked</p> <p>at points throughout the school year to ensure that any signs that may be damaged or is missing is replaced.</p> | | | |
| | Flagged Amy Martin 06/12/2019 09:50 AM | <p>Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable breakfast. Posting only a menu does not meet this requirement.</p> <p>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> | | | |
| On-Site Assessment Tool - Site | Meal Components and Quantities - Day of Review | CAMDEN C V-T PENNSAUKEN | 402 | 07/16/2019 | CAP Accepted |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|--|------------|------------|--------------|
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:47 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:30 AM | <p>White hamburger buns are no longer being ordered and served to students. The District's FSMC is only ordering wheat burger buns (with the proper grain equivalent) to ensure that the proper amount of grains is met with the meal.</p> <p>Lemonade and cranberry cocktail juice will no longer be ordered for service. Only 100% juice will be ordered for service.</p> | | | |
| | Flagged Amy Martin 06/12/2019 09:50 AM | <p>Portion sizes offered for each required lunch component must meet daily and weekly minimum requirements for the appropriate grade group (K-5, 6-8, K-8, 9-12). When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture Forms web site for specific requirements. To determine the creditable amount for each menu item's contribution to the meal pattern, refer to the following resources: Child Nutrition (CN) Labels, Signed Manufacturers Product Formulation Statements, USDA Food Buying Guide, Whole Grain Rich (WGR) Resource, USDA Foods Information Sheets.</p> <p>Although it was corrected during the first lunch period, the menu planned for the day included a cheeseburger on a bun and a specialty Philly cheese steak burger on a bun. The bun for both burgers only met 1.75 oz equivalent of the required 2 oz for the 9-12 grade grouping. At the start of lunch, the issue was identified and corrected so that both of the burgers also included graham crackers to meet the 2oz equivalent.</p> <p>Six meals claimed for reimbursement did not meet the OvS requirement because of the grain issue. This was either before the staff could get the grahams out of the store room or the cashier neglected to give them to the student.</p> <p>In addition, the lemonade and cranberry juice cocktail offered at breakfast were not 100% juice. All fruit juice must be full strength 100% juice.</p> <p>Explain, in detail how these findings were corrected and the measures taken to ensure that they will not reoccur in the future. Indicate the date of implementation.</p> | | | |
| On-Site Assessment Tool - Site | Meal Components and Quantities - Day of Review | CAMDEN C V-T PENNSAUKEN | 401 | 07/16/2019 | CAP Accepted |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|---|------------|------------|--------------|
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:47 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:33 AM | All staff members will be trained in the meal patterns and requirements for a reimbursable meal. This training will take place twice each school year to ensure all staff are knowledgeable of the meal patterns. This training will ensure that the staff is knowledgeable regarding the requirements to be served. The staff will be instructed to and will charge students a la carte prices if the student refuses to take the proper components to make the meal reimbursable. This training and charging students in the fashion described in the preceding sentence will eliminate the issue of non-reimbursable meals being charged through the service line. | | | |
| | Flagged Amy Martin 06/12/2019 09:50 AM | <p>Students must take the required number of components for breakfast and lunch in order for their meals to be claimed for reimbursement. At breakfast, since the SFA has offer versus serve, students must select at least 3 food items in the proper quantities. One item selected must be ½ cup fruit and/or vegetable. At lunch, the students must select at least 3 food components in the proper quantities. One component selected must be ½ cup fruit and/or vegetable. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve for both breakfast and lunch.</p> <p>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> | | | |
| On-Site Assessment Tool | Certification and Benefit Issuance | | 126 | 07/16/2019 | CAP Accepted |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|--------------------------------|--|---|------------|------------|--------------|
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:46 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 12:05 PM | <p>On 3/8/18 the student informed the District that she had been emancipated from parents and couldn't afford lunch. She hadn't lived at home since December. The District's student information system was edited to indicate the student was the sole provider for herself with no income.</p> <p>Form 255 was sent to the household informing the family that the status will be switched to paid on 6/17/19. The student No more meals were served by the District after June 14, 2019 as lunch service for the school year was concluded for all students on that date. The student graduated on June 19, 2019, so no further meals will be served to the student in the future.</p> | | | |
| | Flagged Amy Martin 06/12/2019 09:49 AM | <p>Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications.</p> <p>Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.)</p> <p>The SFA must indicate the date of correction for all application errors.</p> | | | |
| On-Site Assessment Tool - Site | SFA/Sponsor On-Site Monitoring | CAMDEN C V-T PENNSAUKEN | 901 | 07/16/2019 | CAP Accepted |
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:45 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:29 AM | <p>In the 19/20 school year the breakfast and lunch program will be monitored at least once prior to February 1, 2020 and Forms 292 and 142 will be used to document this monitoring.</p> | | | |
| | Flagged Amy Martin 06/12/2019 09:49 AM | <p>All SFAs must conduct an on-site accountability review of breakfast and lunch programs prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) and NSLP On-Site Accountability Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee.</p> <p>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> | | | |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|---|---|------------|------------|-------------|
| Afterschool Snack Program | Afterschool Snack Program | CAMDEN C V-T PENNSAUKEN | | 07/16/2019 | CAP Removed |
| Corrective Action History | CAP Removed Amy Martin 06/18/2019 09:50 AM | CAP Removed | | | |
| | Flagged Amy Martin 06/12/2019 09:49 AM | The program must be monitored within the first 4 weeks of operation each year. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) 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 | Civil Rights | | 810 | 07/16/2019 | CAP Removed |
| Corrective Action History | CAP Removed Amy Martin 06/12/2019 09:48 AM | CAP Removed | | | |
| | Flagged Amy Martin 06/03/2019 12:39 PM | <p>The current USDA non-discrimination statement must be included on all program materials/documents distributed to households or posted on the SFA's website. The current statements [regular and shortened version for limited space (Form #213)], are available on the Department of Agriculture Forms web site or at the following link: http://www.fns.usda.gov/fns-nondiscrimination-statement.</p> <p>Notification letter of free and reduced price eligibility status does not have the current non discrimination statement.</p> <p>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> | | | |
| Off-Site Assessment Tool | Community Eligibility Provision | | 2109 | 07/16/2019 | CAP Removed |
| Corrective Action History | CAP Removed Amy Martin 06/03/2019 12:57 PM | CAP Removed | | | |
| | Flagged CATHERINE SMITH 09/28/2018 01:34 PM | | | | |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|---|-------------|-------------------|--------------|
| Off-Site Assessment Tool | Civil Rights | | 803 | 07/16/2019 | CAP Removed |
| Corrective Action History | CAP Removed Amy Martin 06/03/2019 12:56 PM | CAP Removed | | | |
| | Flagged Amy Martin 05/29/2019 12:53 PM | SFAs must have a procedure for receiving and processing complaints alleging discrimination in the school meal programs. Complaints can be verbal or written.. The USDA Program Discrimination Complaint Form (#148) can be used and is available on the Department Of Agriculture web site at: www.nj.gov/agriculture/applic/forms/#5 . Civil rights complaints can either be sent to the New Jersey Division of Food and Nutrition which is turn will forward the complaint to the Civil Rights Division of the Regional USDA Food and Nutrition Services Office. Complaints can also be sent directly to the U.S. Department of Agriculture by (1) mail: Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov . 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. | | | |
| Group 2: CA Count (2) | | | | 07/16/2019 | CAP Accepted |
| | Section | Form subsection | Site | Question # | |
| | Off-Site Assessment Tool | Professional Standards | | 1208 | |
| | On-Site Assessment Tool | Professional Standards | | 1217 | |
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:48 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:32 AM | The SOARS tracker will be used to track all training hours of the staff of the FSMC. This tracking will be used to ensure that all required staff is completed on an annual basis by each FSMC staff member. | | | |
| | Flagged Amy Martin 06/12/2019 09:50 AM | Documentation of training hours completed by all employees must be kept. The USDA Training Tracking Tool or the SOARS Team Work tracker can be used to document training hours. Both tools contain all required fields for documenting compliance with professional standard training requirements. If the SFA is using a different tracking tool, it must include all required fields. 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. | | | |
| Group 1: CA Count (2) | | | | 07/16/2019 | CAP Accepted |

CAMDEN CO TECHNICAL SCHOO-00700700 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|---|-------------------------|-------------------|--------|
| | Section | Form subsection | Site | Question # | |
| | On-Site Assessment Tool - Site | Afterschool Snack Program | CAMDEN C V-T PENNSAUKEN | 1700 | |
| | Afterschool Snack Program | Afterschool Snack Program | CAMDEN C V-T PENNSAUKEN | | |
| Corrective Action History | CAP Accepted Amy Martin 07/17/2019 01:48 PM | CAP Accepted | | | |
| | CAP Submitted SCOTT KIPERS 07/16/2019 08:30 AM | The poster was ordered and has since been received. It was posted in the cafeteria on June 3, 2019. All posters will be checked prior to school starting and periodically throughout the year in order to ensure that any damaged or missing posters are replaced promptly. | | | |
| | Flagged Amy Martin 06/12/2019 09:50 AM | The SFA did not have the current USDA "And Justice for All" poster displayed in a prominent location and visible to the students during the ASSP. 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. | | | |