

CHERRY HILL TWP BD OF ED-00700800 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Smart Snacks in School	ROSA MIDDLE SCHOOL	1104	04/08/2019	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 04/11/2019 11:50 AM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/12/2019 11:36 AM	Lindens Chocolate Chip Cookies were removed from ALL machines on 3/7/19			
	Flagged Lea Berry 03/08/2019 02:58 PM	The Linden's chocolate chip cookies do not meet Smart Snack standards and must be removed all vending machines. Please provide the date that this product was removed from the vending machines.			
On-Site Assessment Tool	Civil Rights		810	04/08/2019	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 02:06 PM	CAP Accepted			
	CAP Submitted LYNN SHUGARS 03/21/2019 09:06 AM	All letters have been updated to include the non discrimination statements. Thank you for bringing this to my attention. This was effective 3/7/19.			
	Flagged Lea Berry 03/08/2019 03:19 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.</p> <p>All letters must have the correct non-discrimination letters. The eligibility letter, verification letter and the verification second notice did not have the correct statement.</p> <p>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>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>			
On-Site Assessment Tool	Verification		211	04/08/2019	CAP Accepted

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Corrective Action History	CAP Accepted Lea Berry 04/10/2019 02:05 PM	CAP Accepted			
	CAP Submitted LYNN SHUGARS 03/21/2019 09:14 AM	The Verification letter AND the 2nd notice of such has been updated to include the non discrimination statement. The 2nd notice clearly indicates that it's the **2nd notice** I made these corrections on 3/7/19.			
	Flagged Lea Berry 03/08/2019 03:19 PM	The SFA's verification notification letter must include all required information. It is highly suggested that the SFA use the "We Must Check Your Application Letter" (Form 236). The Verification Letter did not have the correct non discrimination statement. Also, the second notice letter must clearly indicate it is a second notice. Explain, in detail, the specific steps that will be taken to meet this verification requirement and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool	Certification and Benefit Issuance		126	04/08/2019	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 01:23 PM	CAP Accepted			
	CAP Submitted LYNN SHUGARS 03/22/2019 10:10 AM	Completed the SFA-1 and SFA 2 on 3/22/19.			
	Flagged Lea Berry 03/08/2019 03:31 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 - Site	Meal Counting and Claiming - Day of Review	THOMAS PAINE ELEMENTARY	318	04/08/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 01:23 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/25/2019 03:11 PM	As of 3/11/19 All students will be required to come to the cafeteria to receive their meal. The meal will be identified by the cashier to ensure a full reimbursable meal is present. Students will use their PIN, if they are unable to use a PIN they will be looked up by name.			
	Flagged Lea Berry 03/08/2019 03:14 PM	An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for breakfast everyday. Point of service means that point in the food service operation where a determination can be made that a reimbursable free, reduced price, or paid meal has been SERVED to an eligible student. Students that eat in the classroom (for disciplinary or other purposes) MUST be counted and claimed at the point of service. This means that all students are required to come to the cafeteria and use their PIN after a reimbursable meal has been selected OR the meals can be sent to the classroom and dated rosters can be used for counting and claiming. If the latter is utilized, the names of the students must be checked AFTER they have chosen and accepted the reimbursable meal. The rosters must then be sent back to the cafeteria for the staff to enter into the POS system. The roster must be retained for 3 years + the current school year. Under NO circumstances are teachers/aides/other staff permitted to enter a student's PIN in their absence). 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	ROSA MIDDLE SCHOOL	410	04/08/2019	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 01:21 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/25/2019 03:13 PM	Going forward the country chicken bowl when menued will include a 2.5 oz Dinner Roll on the menu and within the production packet/sheets.			
	Flagged Lea Berry 03/08/2019 03:20 PM	<p>At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture's Form web site for specific component and minimum quantity requirements.</p> <p>At lunch, 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>The country chicken bowl did not meet the grain equivalencies district wide. The .75 ounce equivalent for the breading on the chicken nuggets was not enough. The menu and production records do not show another grain offered with that entrée. All entrees should be planned to meet the minimum daily and weekly requirements for grain and meat/meat alternate.</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 of implementation.</p>			
On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	THOMAS PAINE ELEMENTARY	402	04/08/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 01:08 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/25/2019 03:17 PM	AS of 3/25/19 Going forward the country chicken bowl when menued will include a 2.5 oz Dinner Roll on the menu and within the production packet/sheets.			
	Flagged Lea Berry 03/08/2019 03:22 PM	The country chicken bowl did not meet the grain equivalencies district wide. The .75 ounce equivalent for the breading on the chicken nuggets was not enough. The menu and production records do not show another grain came with that entrée. All entrees should be planned to meet the minimum daily and weekly requirements for grain and meat/meat alternate.			
On-Site Assessment Tool - Site	Meal Components and Quantities - Review Period	CHERRY HILL HIGH - WEST	409	04/08/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 12:58 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/25/2019 03:21 PM	As of 3/20/19 When serving breakfast meals we will no longer be bundling breakfast meals, to ensure that all meal components are correctly accounted for. Students will now have to chose the fruit and/or juice instead of placing in a bundle meal (which their is no recipe to account for the fruit). As of 3/20/19 we have moved to a yogurt parfait that includes a 1/2 cup fruit to ensure a full reimbursable meal is present.			
	Flagged Lea Berry 03/08/2019 03:23 PM	At breakfast, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 3 components of the reimbursable breakfast, in minimum daily and weekly requirements, are offered. Daily production records and supporting documentation (including but not limited to standardized recipes, food labels, CN Labels, manufacturer product formulation statements, USDA Foods Information Sheets, etc.) must be used to make sure menus are in compliance with the meal pattern. 88 meals claimed for reimbursement at breakfast during the review week that did not contain the required food component. Over the course of the review week (Feb 25-March 1), 375 meals were claimed for reimbursement, but only 287 fruits were served per the production records. In addition, 14 meals served throughout the week contain an insufficient quantity of fruit, due to the blueberry parfait at breakfast only meet 1/4 cup of the required 1/2 cup fruit component. Lastly, production records used at the school (for both breakfast and lunch) on the day of observation as well as the review week, do not meet the federal requirement of listing how the menu items contribute to the meal pattern requirements. All SFA production records, must be changed to include this data. 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	CHERRY HILL HIGH - WEST	410	04/08/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 12:56 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/25/2019 03:22 PM	As of 3/20/19 Going forward the country chicken bowl when menued will include a 2.5 oz Dinner Roll on the menu and within the production packet/sheets.			
	Flagged Lea Berry 03/08/2019 03:20 PM				
On-Site Assessment Tool - Site	Smart Snacks in School	CHERRY HILL HIGH - WEST	1105	04/08/2019	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 12:55 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/25/2019 03:23 PM	As of 3/4/19, the product was removed from all vending machines.			
	Flagged Lea Berry 03/08/2019 03:18 PM	All food and beverage items sold a la carte to students during the school day must meet Smart Snack requirements. The requirements apply to items sold anywhere on the school campus (including but not limited to the cafeteria, vending machines, school store, etc.) One item in the vending machine, the Linden's Chocolate Chip cookies, exceeded the calorie threshold for snack items (250 cal/pkg/only <= 200 allowed); therefore this item can not be sold to students during the USDA defined school day. The Alliance for a Healthy Generation calculator can be used to determine if a food or beverage meets Smart Snack requirements. A link to the calculator is available under Resources 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.			
On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	CHERRY HILL HIGH - WEST	401	04/08/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 12:54 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/25/2019 03:25 PM	As of 3/25/19 On-site review with staff at location on what makes a meal, specifically tied to vegetarian students and our made to order pasta bar. This student should have taken either a milk,, or a full portion of vegetables.			
	Flagged Lea Berry 03/08/2019 03:17 PM	Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. Since the SFA has offer versus serve, students must select at least 3 food components in the proper quantities. One component selected must be ½ cup fruit and/or vegetable. At lunch, one meal was claimed for reimbursement that did not contain the required meal components in sufficient quantities. The students selected pasta (1 oz equivalent) with 4 oz marinara sauce, and 4 oz 100% juice (fruit punch). Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. 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 - Day of Review	ROSA MIDDLE SCHOOL	401	04/08/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 12:53 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/25/2019 03:27 PM	As of 3/25/19 The on-site team reviewed what makes a meal training, and reviewed that a student needs to have a fruit/juice or vegetable to be considered a reimbursable meal. If the student denies the fruit/juice/veg then they are charged a la carte for each item they have.			
	Flagged Lea Berry 03/08/2019 03:15 PM	Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, 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. If the SFA does not have offer versus serve, students must take all 5 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch. On the day of lunch observation for Rosa Middle School one incomplete meal was observed. They did not take a fruit or a vegetable with their meal. 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	Smart Snacks in School	THOMAS PAINE ELEMENTARY	1104	04/08/2019	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 04/10/2019 12:38 PM	CAP Accepted			
	CAP Submitted DANIELLE BLANCO 03/12/2019 11:35 AM	On 3/5/19 Ice Cream was removed from service and disposed of.			
	Flagged Lea Berry 03/08/2019 02:55 PM	On day of review, at Paine Elementary School, the savagely sour blue raspberry ice cream did not meet smart snack standards. Please provide the date that this product is no longer being sold to students.			
On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	CHERRY HILL HIGH - WEST	407	04/08/2019	CAP Removed
Corrective Action History	CAP Removed Amy Martin 03/07/2019 01:53 PM	CAP Removed			
	Flagged Amy Martin 03/06/2019 02:41 PM				

CHERRY HILL TWP BD OF ED-00700800 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Off-Site Assessment Tool	Revenue from Nonprogram Foods		709	01/29/2019	CAP Accepted
Corrective Action History	CAP Accepted Lisa Garland 01/23/2019 02:13 PM		CAP Accepted		
	CAP Submitted LYNN SHUGARS 01/23/2019 02:12 PM		<p>Going forward the School district will properly complete the Non Program Food Revenue Tool annually.</p> <p>We will insure that the Non Program Food Revenue Tool will match the figures to our Exhibit B-5 and include all of its non-program food revenues and costs and its calculations.</p> <p>The SFA's revenue ratio via the tool will equal or exceed the SSA's food cost ratio. We will increase revenues on adult prices to be sufficient to cover the cost. This will be monitored by Lisa Ridgway, Assistant Business Administrator effective immediately.</p>		
	Flagged Lisa Garland 01/22/2019 01:21 PM		<p>Finding: Revenue from Non-program Foods</p> <p>The NPFR Tool did NOT match the figures to the SFA's Exhibit B-5 Statement of Revenues, Expenses and Changes In Fund Net Position & did NOT include all of its nonprogram revenues and costs in its calculation.</p> <p>In addition, Revenue Ratio DID NOT equal or exceed its Food Cost Ratio as required under 7 CFR 210.14(f).</p> <p>Please review the NPFRT webinar in SNEARS on the proper completion of the tool:</p> <p>Under Resources, Training, NPFRT Webinar June 2015.</p>		