

## LAUREL SPRINGS BD OF ED-00702540 - Corrective Action Report

| Section                          | Form subsection                                       | Site Name  | Question # | Due Date   | Status       |
|----------------------------------|---|--|------------|------------|--------------|
| On-Site Assessment Tool          | Verification  |  | 209        | 04/01/2019 | CAP Accepted |
| <b>Corrective Action History</b> | CAP Accepted Amy Martin 04/10/2019 10:41 AM           | CAP Accepted   |            |            |              |
|                                  | CAP Submitted SHARON ISARD 03/04/2019 10:35 AM        | All income will be calculated on Gross Wages for all future applications and verification.   |            |            |              |
|                                  | Flagged Amy Martin 02/27/2019 10:36 AM                | One application verified submitted a letter from their employer listing net income. The net income was used to certify the student for free meals. According to the Eligibility Manual for School Meals ( <a href="https://www.nj.gov/agriculture/pdf/eligibilitymanual.pdf">https://www.nj.gov/agriculture/pdf/eligibilitymanual.pdf</a> ), when provided proof of income for employment, a paycheck stub or pay envelope showing the amount and frequency of pay or a letter from the employer stating GROSS wages and frequency is acceptable. Gross wages must be used to calculate income from an employer. Explain how this will be corrected and indicate date of implementation. |            |            |              |
| On-Site Assessment Tool          | Verification  |  | 214        | 04/01/2019 | CAP Accepted |
| <b>Corrective Action History</b> | CAP Accepted Amy Martin 04/10/2019 10:40 AM           | CAP Accepted   |            |            |              |
|                                  | CAP Submitted SHARON ISARD 03/04/2019 10:36 AM        | Any household for whom benefits are being reduced or terminated will be given 10 calendar days written advanced notice of the change starting February 27, 2019.   |            |            |              |
|                                  | Flagged Amy Martin 02/27/2019 10:36 AM                | Households for whom benefits were to be reduced or terminated, due to verification, must be given 10 calendar days written advance notice of the change. 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..  |            |            |              |
| Off-Site Assessment Tool         | Revenue from Nonprogram Foods                         |  | 710        | 04/01/2019 | Flagged      |
| <b>Corrective Action History</b> | Flagged ANGELA WEHRLE 08/31/2018 09:24 AM             |  |            |            |              |
| Off-Site Assessment Tool         | Maintenance of Non-Profit School Food Service Account |  | 703        | 04/01/2019 | Flagged      |
| <b>Corrective Action History</b> | Flagged ANGELA WEHRLE 08/31/2018 09:21 AM             |  |            |            |              |