

PENNSAUKEN TWP BD ED-00704060 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Smart Snacks in School	HOWARD M PHIFER M S	1105	03/18/2019	CAP Accepted
Corrective Action History	CAP Accepted Amy Martin 03/08/2019 10:07 AM	CAP Accepted			
	CAP Submitted KEITH MELONI 02/21/2019 10:59 AM	On February 7, 2019, the non compliant Popsicle brand Scribblers were dispersed to Food Service Employees so that no other Popsicles were sold to students. We will refrain from purchasing this product in the future. The McCain French Fries as of March 1, 2019 will not longer be purchased by the district. A substitute French Fry (McCain French Fry #MCX04717 or USFood #5969720) will be substituted in place of the spiral battered season fry. This french fry is a 1/2" straight cut reduced sodium fry that has 150 calories and 170 mg of sodium per 85 grams which meets smart snack guidelines.			
	Flagged Amy Martin 02/14/2019 12:05 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.) 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. Two items, the McCain potato, french-fry spiral battered seasoned #7374432 exceeded the maximum sodium limits (contained 420mg per 85g) and the Popsicle brand Scribblers were not in compliance as the first ingredient was not a fruit, vegetable, dairy, or protein food. The product's ingredients were water, high fructose corn syrup... 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	HOWARD M PHIFER M S	402	03/18/2019	CAP Accepted
Corrective Action History	CAP Accepted Amy Martin 03/08/2019 10:07 AM	CAP Accepted			
	CAP Submitted KEITH MELONI 02/21/2019 11:00 AM	On February 6, 2019 corrective action was made to ensure that all vegetables offered (not just the vegetable of the day) met the 3/4 cup serving size. Standard recipes were already in place that indicated this to be done daily however there was a miscommunication with the employee assigned to this task. A meeting was held pre-shift on the morning of February 6, 2019 discussing this standard operating procedure with the staff. Additionally, the standard recipe book was discussed in detail. A follow up internal review conducted on Tuesday February 19, 2019 by management showed that all vegetables were correctly portioned at 3/4 cup.			
	Flagged Amy Martin 02/14/2019 12:05 PM	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. While the minimum daily requirements for the 6-8 grade group were being offered, only the vegetable of the day (carrots on day of review) were packaged in the minimum daily requirement of 3/4 cup. The remaining vegetables were all packaged in 1/2 cup portions. Students were only allowed to take one vegetable, therefore those selecting any vegetable other than the carrots, were only given 1/2 cup; which does not meet the daily requirement, All vegetables offered must either be packaged in 3/4 cup serving or students must be allowed to take two, so that they have the option to take the required 3/4 cup 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.			

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Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review	HOWARD M PHIFER M S	318	03/18/2019	CAP Accepted
Corrective Action History	CAP Accepted Amy Martin 03/08/2019 10:06 AM	CAP Accepted			
	CAP Submitted KEITH MELONI 02/21/2019 10:59 AM	On February 6, 2019 a memorandum was issued to secondary school principals (Phifer Middle, Pennsauken Intermediate, and Pennsauken High School) outlining to approved methods for recording "in school suspension" student meals. The memo stated that the preferred method for record recording student meals is via pin pad. This is the method that allows students to walk down, select their meal and then enter their individual pin number in the POS system. While this is the suggested method, there are students that simply should not be permitted to leave the "in school suspension" room due to extreme behavior issues. If the principal or assistant principal deems this to be the case, then we will move to the roster method. This method, which is currently in place at most schools, will have the students order their meal, have the meal brought down to them and then have the non-teaching assistant or vice principal mark off the child on the roster once a complete meal has been distributed to the student. The roster will then be brought down to the Food Service Department so that the child can be manually added to the daily counts. A follow up meeting is scheduled for Monday February 25, 2019 with all building administrators to clearly outline the approved methods for student meal collection. An surprise internal inspection by the Food and Nutrition Director at each location is set for the first week in March 2019 to ensure that one of these two approved procedures are being followed correctly.			
	Flagged Amy Martin 02/14/2019 12:05 PM	Although no errors in counting and claiming were observed on the day of review, the state auditor is aware that the practices observed by the students from the "in-school suspension" may not reflect the claiming practices used everyday. An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for lunch 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 child. 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. In addition, teachers/aides checking the roster must have applicable training (civil rights and offer vs 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.			
Group 1: CA Count (2)				03/18/2019	CAP Accepted
	Section	Form subsection	Site	Question #	
	On-Site Assessment Tool - Site	Smart Snacks in School	DELAIR	1106	
	On-Site Assessment Tool - Site	Smart Snacks in School	HOWARD M PHIFER M S	1106	

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Corrective Action History	CAP Accepted Amy Martin 03/08/2019 10:07 AM				CAP Accepted
	CAP Submitted KEITH MELONI 02/21/2019 11:01 AM				Pennsauken School District will hold an administrators meeting on Monday February 25, 2019 where the state/federal guidelines for fundraisers will be redistributed to all building administrators, and building principals. In addition, the Food and Nutrition Director will discuss the variety of items that can be obtained through the Food and Nutrition Department that will meet smart snack requirements. Also, the smart snack nutritional guidelines will be distributed so that if any principal or teacher wishes to purchase items on their own, they can do it with the knowledge of what is acceptable under state/federal policy. Any future fundraiser products will either be ordered through the Food and Nutrition Department or will comply with the smart snack guidelines.
	Flagged Amy Martin 02/14/2019 12:07 PM				<p>Fundraiser exemptions are not allowed in New Jersey. Therefore, all foods/beverages sold as fundraisers during the school day (defined by midnight the night before until 30 minutes after the end of the school day) must meet Smart Snack requirements. The sale of cookie dough, frozen pizza and other items ordered and distributed in a precooked state or in bulk quantities (multiple servings in a package) for consumption at home is not required to meet the standards as they are not intended to be consumed on school campus. During the AR, a student organization was selling pretzels for Valentines Day. The pretzels are to be distributed at the end of the day, but unfortunately is not allowed unless they meet Smart Snacks standards. 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>Fundraiser exemptions are not allowed in New Jersey. Therefore, all foods/beverages sold as fundraisers during the school day (defined by midnight the night before until 30 minutes after the end of the school day) must meet Smart Snack requirements. The sale of cookie dough, frozen pizza, and other items ordered and distributed in a precooked state or in bulk quantities (multiple servings in a package) for consumption at home is not required to meet the standards as they are not intended to be consumed on school campus. During the AR, a student organization was selling candy for Valentines Day. The candy was to be distributed at the end of the day, but unfortunately is not allowed. 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>