

Marist High School-01809702 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Certification and Benefit Issuance		126	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 06/07/2019 02:25 PM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/28/2019 11:35 AM	<p>Dates of Corrections for all Applications are as follows:</p> <p>April 25th : [REDACTED] were corrected</p> <p>April 26th : [REDACTED]</p> <p>May 1st : [REDACTED] corrected</p> <p>May 3rd : [REDACTED] was corrected</p> <p>May 7th : [REDACTED] was corrected</p> <p>May 8th : [REDACTED] was corrected</p> <p>May 9th : [REDACTED] was corrected</p> <p>May 10th : [REDACTED] was corrected</p>			
	CAP Rejected Katie Hunter 05/24/2019 09:21 AM	The SFA must indicate the date of correction for all application errors.			
	CAP Submitted ALICE MIESNIK 05/20/2019 03:14 PM	All errors have been corrected and uploaded for SFA-1 and SFA-2, letters were sent to the home notifying the family of the correction.			
	Flagged Katie Hunter 04/25/2019 02:50 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	SFA/Sponsor On-Site Monitoring	Marist High School	901	05/25/2019	CAP Accepted

Marist High School-01809702 - Corrective Action Report

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Corrective Action History	CAP Accepted Katie Hunter 06/07/2019 02:25 PM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/28/2019 01:02 PM				
		We created an internal checklist on April 25th 2018 that will be reviewed quarterly so that due dates, such as this one, will not be missed.			
	CAP Rejected Katie Hunter 05/24/2019 09:20 AM	Indicate the date of implementation.			
	CAP Submitted ALICE MIESNIK 05/20/2019 03:01 PM	WE have created an internal checklist that will be reviewed quarterly so that due dates, such as this one, will not be missed.			
Flagged Katie Hunter 04/25/2019 02:48 PM		<p>All SFAs must conduct an on-site accountability review of lunch prior to February 1st each school year. The NSLP On-Site Accountability Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee.</p> <p>All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee. 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>The SFA must request and receive approval from the State Agency in order to extend the February 1 deadline to complete the on-site accountability review. 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>			

Marist High School-01809702 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Verification		215	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 06/07/2019 02:25 PM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/28/2019 01:04 PM				
		We created an internal checklist on April 25th that will be reviewed quarterly so that due dates, such as this one, will not be missed.			
	CAP Rejected Katie Hunter 05/24/2019 09:18 AM	Indicate the date of implementation.			
	CAP Submitted ALICE MIESNIK 05/20/2019 03:08 PM	We have created an internal checklist that will be reviewed quarterly to insure that due dates such as this one are not missed.			
Flagged Katie Hunter 04/25/2019 02:50 PM	The SFA must complete the Verification Process which includes sending the "We Have Checked Your Application Letter" (Form 244) by the November 15th deadline. 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	Civil Rights		810	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 06/07/2019 02:24 PM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/28/2019 01:11 PM				
		All of the documents on the school website that are associated with the Service program now have the non-discrimination policy listed at the end as of May 20th, 2019			
	CAP Rejected Katie Hunter 05/24/2019 09:19 AM	Indicate the date of implementation.			
	CAP Submitted ALICE MIESNIK 05/20/2019 03:04 PM	All of the documents on the school website that are associated with the Service program now have the non-discrimination policy listed at the end.			
Flagged Katie Hunter 04/25/2019 02:49 PM	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 . 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	Marist High School	401	05/25/2019	CAP Accepted

Marist High School-01809702 - Corrective Action Report

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Corrective Action History	CAP Accepted Katie Hunter 06/07/2019 02:23 PM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/28/2019 01:11 PM	ADDITIONAL TRAINING WAS GIVEN on May 2nd 2019			
	CAP Rejected Katie Hunter 05/24/2019 09:16 AM	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.			
	CAP Submitted ALICE MIESNIK 05/20/2019 03:15 PM	ADDITIONAL TRAINING WAS GIVEN.			
	Flagged Katie Hunter 04/25/2019 02:50 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. 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	Food Safety, Storage and Buy American	Marist High School	1406	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 05/24/2019 09:21 AM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/20/2019 12:57 PM	We posted the most up-to date inspection report on April 23rd, 2019 and will be sure to post it , twice a year immediately after the inspections take place.			
	Flagged Katie Hunter 04/25/2019 02:48 PM	Either only one, none or an outdated food safety inspection report was not posted in a publicly visible location. Describe in the Corrective Action Plan how this will be corrected. Indicate date of implementation.			
On-Site Assessment Tool	Professional Standards		1215	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 05/24/2019 09:20 AM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/20/2019 02:11 PM	We will complete the hours required this year by June 30th. Going forward, we will review on a weekly basis the offerings in SNEARS, and now that there is a tracking tool, we'll be able to track our training hours.			
	Flagged Katie Hunter 04/25/2019 02:49 PM	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/ . 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.			
On-Site Assessment Tool	Professional Standards		1214	05/25/2019	CAP Accepted

Marist High School-01809702 - Corrective Action Report

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Corrective Action History	CAP Accepted Katie Hunter 05/24/2019 09:20 AM				CAP Accepted
	CAP Submitted ALICE MIESNIK 05/20/2019 02:58 PM				Now that we are familiar with the SNEARs training module, we will complete the training hours for this school year by June 30th and will be using the tracking tool for next school year to insure all house are met. The Director will be checking SNEARS on a weekly basis to complete the 12 hours of training required.
	Flagged Katie Hunter 04/25/2019 02:49 PM				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/ . 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.
On-Site Assessment Tool	Verification		211	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 05/24/2019 09:18 AM				CAP Accepted
	CAP Submitted ALICE MIESNIK 05/20/2019 03:10 PM				We have created an internal checklist which reminds us to use the 242 tracker by November 15th.
	Flagged Katie Hunter 04/25/2019 02:50 PM				The SFA's verification notification letter must include all required information. It is highly suggested that the SFA use the Form 242 Verification Tracker. 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	Verification		209	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 05/24/2019 09:17 AM				CAP Accepted
	CAP Submitted ALICE MIESNIK 05/20/2019 03:12 PM				We will implement using a highlighted example of an application to help the determining and confirming officer focus on the necessary fields. In-house training will be done annually.
	Flagged Katie Hunter 04/25/2019 02:50 PM				Applications selected for verification must be chosen randomly from error prone applications. If there are not enough error prone applications to meet the required sample size, the SFA must randomly select additional approved applications to meet the required number. 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. 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.

Marist High School-01809702 - Corrective Action Report

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Off-Site Assessment Tool	SFA/Sponsor On-Site Monitoring		900	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 05/24/2019 09:15 AM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/20/2019 03:26 PM	Using the quarterly checklist that has been created will insure that breakfast and lunch monitoring is done by February 1st.			
	Flagged Katie Hunter 05/08/2019 08:46 AM				
On-Site Assessment Tool - Site	Smart Snacks in School	Marist High School	1105	05/25/2019	CAP Accepted
Corrective Action History	CAP Accepted Katie Hunter 05/24/2019 09:14 AM	CAP Accepted			
	CAP Submitted ALICE MIESNIK 05/21/2019 10:38 AM	We will work with the Vending Machine Contractor to insure compliance with the Smart Snacks Standards. In addition, we will modify the machines to insure no food or beverage will be sold from vending machines during the school day.			
	CAP Rejected Katie Hunter 05/21/2019 09:53 AM	SFA answered CAP incorrectly for this question #.			
	CAP Submitted ALICE MIESNIK 05/20/2019 01:52 PM	We have created an internal checklist that will be reviewed quarterly so that due dates, such as this one, will not be missed.			
	Flagged Katie Hunter 04/25/2019 02:48 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. 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.			