

# Administrative Review Report

## MILFORD BD OF ED - 019-03180 Hunterdon County

## Findings and Corrective Action:

<b>Site Name</b>		
<b>Form Name</b>	On-Site Assessment Tool	
<b>Question #</b>	209	
<b>Due Date</b>	05/21/2017	
<b>Corrective Action Status</b>	CAP Submitted	
<b>Corrective Action History</b>	CAP Submitted JUDY HOLLADAY 05/10/2017 04:05 PM	Guardian was contacted for additional financial information but stated that financial records were destroyed after filing of tax returns. Applicant is currently on paid meals. Recommendation of acquiring additional information if needed will be used on future verifications.
	Flagged Katie Hunter 04/21/2017 03:41 PM	To complete verification more effectively, the SFA needs to request further documentation of the guardians pay stubs. Only 2 weeks were requested and the pay rate fluctuated greatly. Suggested to SFA to collect 4 weeks of pay stubs to get a more complete average of income for verification.
<b>Site Name</b>	MILFORD BORO	
<b>Form Name</b>	On-Site Assessment Tool - Site	
<b>Question #</b>	1407	
<b>Due Date</b>	05/21/2017	
<b>Corrective Action Status</b>	CAP Accepted	
<b>Corrective Action History</b>	CAP Accepted Katie Hunter 05/05/2017 11:41 AM	CAP Accepted
	CAP Submitted JUDY HOLLADAY 05/02/2017 02:12 PM	temp logs uploaded
	Flagged Katie Hunter 04/21/2017 03:45 PM	Please provide April 2017 temperature logs for the ice cream cooler and the milk cooler.