

GREATER BRUNSWICK CHARTER-08006635 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	Greater Brunswick Charter School	401	06/21/2019	CAP Accepted
Corrective Action History	CAP Accepted Fatima Malik 06/20/2019 02:47 PM	CAP Accepted			
	CAP Submitted CARMEN RINE 06/19/2019 10:32 AM	<p>The Food Service Director spoke with the teacher who failed to serve 3 students fruit on 5/9/19 to ensure she was aware of the USDA standards for serve only and would be in compliance moving forward.</p> <p>The Food Service Director will observe classrooms during meal times to ensure all components are served and proper procedures are in compliance. Individuals who are not in compliance will be expected to review the USDA guidelines for serve only schools with the Food Service Director. This procedure and observations went into effect on May 13, 2019.</p>			
	CAP Rejected Fatima Malik 05/23/2019 04:13 PM	Needs date of implementation.			
	CAP Submitted CARMEN RINE 05/23/2019 09:10 AM	Teachers and other staff who serve meals at GBCS will be required to attend a full staff meeting where the requirements of Serve Only meals are reviewed. The Food Service Director/Manager will observe classrooms during meal time to ensure all components are served and proper procedures are in compliance.			
	Flagged Fatima Malik 05/21/2019 03:23 PM	<p>Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. Since 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 review 3 meals in the classroom had no fruit. Since the SFA participates in Serve only, fruit is a required component.</p> <p>Explain in detail, how the finding was 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	Professional Standards		1213	06/21/2019	CAP Accepted

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Corrective Action History	CAP Accepted Fatima Malik 06/20/2019 02:47 PM	CAP Accepted			
	CAP Submitted CARMEN RINE 06/19/2019 10:35 AM	The course for food safety required by the USDA was completed on June 17, 2019 by the food service director. Please see the attached certificate.			
	Flagged Fatima Malik 05/21/2019 03:22 PM	<p>The food service director is required to either have completed 8 hours of food safety training within the last 5 years prior to the on-site AR date or should have completed the training within 30 days of hire, if new. Food safety training must now be completed. A free Food Safety in Schools online training course is available from the Institute of Child Nutrition at https://theicn.docebosaas.com/learn/course/external/view/elearning/21/FoodSafetyinSchools or the SFA can choose their own online or in person training resource to obtain the required food safety training. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p>Indicate the date when the food safety training was completed.</p>			
On-Site Assessment Tool - Site	Meal Counting and Claiming - Review Period	Greater Brunswick Charter School	323	06/21/2019	CAP Accepted
Corrective Action History	CAP Accepted Fatima Malik 06/14/2019 10:11 AM	CAP Accepted			
	CAP Submitted CARMEN RINE 05/23/2019 09:37 AM	<p>When the number of meals exceeds the number of eligible students adjusted for attendance the attendance record for the day is compared to the number of students who received meals to ensure that all students of that particular category are in attendance and in fact did receive a meal. This remark will be made on the Edit Check Worksheet. The explanation is made on our monthly attendance document that is used when entering monthly USDA school meal reimbursement numbers. It will now also be added to the Edit Check Worksheet.</p> <p>Date of correction: May 23, 2019</p>			
	Flagged Fatima Malik 05/21/2019 03:22 PM	<p>When conducting edit checks, if the free, reduced price, or paid counts on any day exceed the number of eligible students adjusted for attendance, an explanation must be provided. The explanation should be recorded in the "Comments" column of the Edit Check Worksheet. On April 30th, 2019 the free counts exceeded the number of eligible students adjusted for attendance.</p> <p>Explain in detail, how the finding was 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	Food Safety, Storage and Buy American		1400	06/21/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Fatima Malik 06/14/2019 10:11 AM	CAP Accepted			
	CAP Submitted CARMEN RINE 05/23/2019 09:43 AM	The HACCP standard operating procedures were completed on May 15, 2019 and are kept in the kitchen. The procedures were reviewed with the kitchen staff on May 15, 2019. The plan to review and revise the HACCP SOP has been added to the Food Director's yearly checklist. Date completed: May 15, 2019			
	Flagged Fatima Malik 05/21/2019 03:22 PM	The SFA must have a food safety plan in place that includes HACCP standard operating procedures (SOP), as well as monitoring, corrective action, and record keeping procedures. Further guidance on required elements for the HACCP plan can be found in "HACCP Based Standard Operating Procedures" available on the NJDOA website. A copy of the written HACCP food safety plan must be available at each school. Explain in detail, how the finding was 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	Greater Brunswick Charter School	409	06/21/2019	CAP Accepted
Corrective Action History	CAP Accepted Fatima Malik 06/14/2019 10:10 AM	CAP Accepted			
	CAP Submitted CARMEN RINE 05/23/2019 09:47 AM	Following a very helpful conversation with the USDA auditors who reviewed our program this year, the Food Service Director has conferenced with the food vendor and has made corrections to the no dairy meals that GBCS receives for 2 students. A meat/meat alternative component has been added to those meals in the form of nut butter, legumes, and/or a turkey sandwich. This change has been reviewed with the no dairy students to gain their input as to what they would like to eat at lunch. Date of correction: May 15, 2019			
	Flagged Fatima Malik 05/21/2019 03:28 PM	At lunch, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 5 components of the reimbursable lunch, 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. During the review period 2 meals in the classroom had no meat/meat alternative. Since the SFA participates in Serve only, meat/meat alt is a required component. 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	Greater Brunswick Charter School	402	06/21/2019	CAP Accepted

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Corrective Action History	CAP Accepted Fatima Malik 06/14/2019 10:09 AM	CAP Accepted			
	CAP Submitted CARMEN RINE 05/23/2019 10:01 AM	This issue has been addressed with our food vendor. They put into place a protocol to premeasure all servings before sending them to GBCS, ensuring we are receiving the correct amount of servings. This protocol is different from what they were originally doing which was relying on weight of food instead of volume. Date corrected: May 13, 2019			
	Flagged Fatima Malik 05/21/2019 03:23 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. To determine the creditable amount for each menu item's contribution to the meal pattern, refer to the following resources: Child Nutrition (CN) Labels, Signed Manufacturers Product Formulation Statements, USDA Food Buying Guide, Whole Grain Rich (WGR) Resource, USDA Foods Information Sheets. Sweet potato fries ran out for the last classroom so 15 students had insufficient quantity of vegetable. Students received 1/2 cup peas only. It is a repeat violation as there was a missing grain component in the 2014 Review. Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
Off-Site Assessment Tool	Certification and Benefit Issuance		112	06/21/2019	CAP Removed
Corrective Action History	CAP Removed Fatima Malik 05/21/2019 03:29 PM	CAP Removed			
	Flagged Fatima Malik 05/21/2019 03:24 PM	The benefit issuance system must identify how eligibility was determined (e.g., through an application, direct certification and/or migrant/homeless/runaway/foster with a letter, etc.) The State Agency Master Eligibility List (#128) is recommended because it includes all required information. 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.			