

ACADEMY CHARTER HS-08006010 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Meal Counting and Claiming - Review Period	ACAD CHARTER HS	325	04/29/2019	CAP Accepted
Corrective Action History	CAP Accepted Dianne Kennedy 05/16/2019 01:25 PM	CAP Accepted			
	CAP Submitted DAVID BLOCK 04/17/2019 09:20 AM	To correct this error, the SFA will be using claim sheets for each day, rather than a claim sheet for the week. This will ensure that meal counts will be easier to count, thus cutting down on the chance of error. Additionally, the SFA will have a second member of the staff reviews the sheets to ensure and accurate count. This corrective action was implemented on 3.29.19			
	Flagged Dianne Kennedy 03/29/2019 09:54 AM	Under claim for in month of February. Breakfast: SA count 1509 SFA 1502 Lunch: SA 1866 SFA 1856. Lunch and breakfast counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim. 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	Verification		215	04/29/2019	CAP Accepted
Corrective Action History	CAP Accepted Dianne Kennedy 05/16/2019 01:25 PM	CAP Accepted			
	CAP Submitted DAVID BLOCK 04/17/2019 09:24 AM	The SFA will complete and send the verification letters at an earlier date in order to meet the November 15th deadline. The SFA will ensure that letters will be sent no later than a month prior to the November 15th deadline. This corrective action was implemented and memorialized in the SFA's Standard Operating Procedures on April 4th, 2019.			
	Flagged Dianne Kennedy 03/29/2019 09:54 AM	One verification was completed 12/13/18. 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	Verification		208	04/29/2019	CAP Accepted

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Corrective Action History	CAP Accepted Dianne Kennedy 05/16/2019 01:25 PM	CAP Accepted			
	CAP Submitted DAVID BLOCK 04/17/2019 09:44 AM	The SFA will record on the application the date of the confirmation review. The SFA will ensure that this occurs by having the Confirming Official, as well as the Food Service Director review the materials and updates on the date of the confirmation review.. This corrective action was implemented and memorialized in the SFA's Standard Operating Procedures on April 4th, 2019.			
	Flagged Dianne Kennedy 03/29/2019 09:55 AM	The Confirming Official must record on the application the date of the confirmation 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.			
On-Site Assessment Tool	Certification and Benefit Issuance		126	04/29/2019	CAP Accepted
Corrective Action History	CAP Accepted Dianne Kennedy 05/16/2019 01:24 PM	CAP Accepted			
	CAP Submitted DAVID BLOCK 04/17/2019 09:46 AM	The SFA will use multiple checks of case numbers to ensure the case number accuracy. The SFA will ensure that this occurs by having the Confirming Official, as well as the Food Service Director review the case numbers as well as the Eligibility Certification and Benefit Issuance Worksheet (SFA-1). This corrective action was implemented and memorialized in the SFA's Standard Operating Procedures on April 4th, 2019.			
	Flagged Dianne Kennedy 03/29/2019 09:55 AM	Incorrect Case number which caused incorrect determination of applications the State Agency found in the reviewed selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) Refer to SFA-1.The SFA must indicate the date of correction for all application errors.			
Off-Site Assessment Tool	Meal Counting and Claiming		308		CAP Removed
Corrective Action History	CAP Removed Dianne Kennedy 03/26/2019 11:09 AM	CAP Removed			
	Flagged DAVID BLOCK 09/28/2018 11:18 AM				
Off-Site Assessment Tool	Certification and Benefit Issuance		121		CAP Removed
Corrective Action History	CAP Removed Dianne Kennedy 03/26/2019 11:09 AM	CAP Removed			
	Flagged DAVID BLOCK 10/01/2018 10:30 AM				
Group 1: CA Count (2)				04/29/2019	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
	Section	Form subsection	Site	Question #	
	On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	ACAD CHARTER HS	404	
	On-Site Assessment Tool - Site	Offer vs Serve - Day of Review	ACAD CHARTER HS	502	
Corrective Action History	CAP Accepted Dianne Kennedy 05/16/2019 01:26 PM	CAP Accepted			
	CAP Submitted DAVID BLOCK 04/17/2019 09:52 AM	<p>The SFA will display signage posted to identify the components of the reimbursable breakfast and lunch. This signage will be at the beginning of the serving line and will identify the components of the reimbursable breakfast and lunch. Additionally, all food service staff / cashiers will receive training on how to accurately recognize a reimbursable meal under offer versus serve.</p> <p>These steps were all implemented and/or corrected as of April 12, 2019.</p>			
	Flagged Dianne Kennedy 03/29/2019 09:55 AM	<p>No signage posted to identify the components of the reimbursable breakfast and lunch. Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable breakfast and lunch. Posting only a menu does not meet this requirement. 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>There is no signage about OVS. Each serving line/serving area must have signage posted at or near the beginning of the serving line (or in classrooms, if applicable) identifying what constitutes a reimbursable meal. Schools using offer versus serve must identify what a student must select, including the requirement to take at least ½ cup fruit or vegetable. Note: Only posting a menu does not meet requirements. A sample sign (Form 300) is available on the Department of Agriculture's Form website. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus 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.</p>			