

# BRIGANTINE BD OF ED-00100570 - Corrective Action Report

| Section                            | Form subsection                                       | Site Name   | Question # | Due Date   | Status       |
|------------------------------------|---|---|------------|------------|--------------|
| Smart Snacks in School             | Smart Snacks in School                                | BRIGANTINE COMMUNITY SCHOOL   | 1105       | 03/06/2020 | CAP Accepted |
| <b>Corrective Action History</b>   | CAP Accepted Lorena Paredes<br>02/24/2020 12:12 PM    | CAP Accepted  |            |            |              |
|                                    | CAP Submitted JONATHAN HOUDART<br>02/24/2020 11:43 AM | Arizona iced tea and broccoli/cheddar soup were taken off the a-la-carte serving line and are no longer available for sale to the students.<br><br>Date of implementation - 2/4/2020.   |            |            |              |
|                                    | Flagged Lorena Paredes 02/06/2020<br>07:15 AM         | Arizona iced tea and broccoli/cheddar soup do not meet smart snack standards<br><br>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. |            |            |              |
| Certification and Benefit Issuance | Certification and Benefit Issuance                    |   | 126        | 03/06/2020 | CAP Accepted |

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|--|---|---|------------|------------|--------------|
| <b>Corrective Action History</b>               | CAP Accepted Lorena Paredes<br>02/24/2020 12:11 PM    | CAP Accepted  |            |            |              |
|  | CAP Submitted JONATHAN HOUDART<br>02/24/2020 11:43 AM | <p>The SFA contacted the parent over the phone and in writing on February 6, 2020 to let him know that the SNAP case number on this application was incorrect. Both the phone call and the letter stated that the children’s lunch status would change from free status to paid status if the parent did not correct the problem within ten days (by letting the district know what the correct case number is). The district also called and spoke to the parent several other times during the following week. However, the parent failed to provide a correct case number during this time and his children were changed to paid status on February 18, 2020 (the first day of school after the ten-day period), and the district sent a letter to the parent stating such.</p> <p>Date of implementation - 2/18/2020.</p> |            |            |              |
|  | Flagged Lorena Paredes 02/06/2020<br>04:18 PM         | One application with an incorrect case number was found during the State Agency review of the selected applications. Error was recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors.   |            |            |              |
| Meal Components and Quantities - Review Period | Meal Components and Quantities - Review Period        | BRIGANTINE COMMUNITY SCHOOL   | 409        | 03/06/2020 | CAP Accepted |

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|--|---|---|------------|------------|--------------|
| <b>Corrective Action History</b>               | CAP Accepted Lorena Paredes<br>02/24/2020 12:08 PM    | CAP Accepted  |            |            |              |
|  | CAP Submitted JONATHAN HOUDART<br>02/24/2020 11:43 AM | Separate production records are now being completed and filled out in entirety for PreK and K-8 recording all meal components on each. A system for double-checking ensuring that all of components are filled out accurately is now in place by the Food Service Director.<br><br>Date of implementation - 2/7/2020.   |            |            |              |
|  | Flagged Lorena Paredes 02/06/2020<br>04:14 PM         | In reviewing production records, a total of 100 meals for review period in Preschool meal pattern were missing fruit and vegetable component. 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 recorded correctly and used to make sure menus are in compliance with the meal pattern. In addition, separate production records for each meal pattern must be maintained. 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. |            |            |              |
| Meal Components and Quantities - Day of Review | Meal Components and Quantities - Day of Review        | BRIGANTINE COMMUNITY SCHOOL   | 401        | 03/06/2020 | CAP Accepted |
| <b>Corrective Action History</b>               | CAP Accepted Lorena Paredes<br>02/24/2020 12:07 PM    | CAP Accepted  |            |            |              |
|  | CAP Submitted JONATHAN HOUDART<br>02/24/2020 11:42 AM | All PreK teachers/aides/substitutes serving in the classrooms have been retrained and given documentation on how to accurately recognize and serve a reimbursable meal. Date of implementation - 2/7/2020.  |            |            |              |
|  | Flagged Lorena Paredes 02/06/2020<br>07:13 AM         | Lunch for PreK classroom - 1 missing fruit, 1 missing milk, 1 missing fruit and milk components.<br><br>Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. Because the SFA does not have OVS in PreK classes, students must take all 5 components in the proper quantities. Food service staff/cashiers and teachers serving in the classroom 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.   |            |            |              |
| Certification and Benefit Issuance             | Certification and Benefit Issuance                    |   | 131        | 03/06/2020 | CAP Accepted |

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| <b>Corrective Action History</b> | CAP Accepted Lorena Paredes<br>02/24/2020 12:06 PM    | CAP Accepted   |            |            |                |
|                                  | CAP Submitted JONATHAN HOUDART<br>02/24/2020 11:42 AM | The SFA determined this application in error – the application should have been determined as free, but was instead incorrectly determined as denied. Upon discovery of this error by the state agency reviewer, the determining official changed the student’s status from paid to free and contacted the parent to let her know that the student would be eligible for free meals. To ensure that this error does not again occur in the future, the SFA will attend the next training for determining to be held over the summer and will proofread income applications more closely.<br>Date of implementation – 2/4/2020. |            |            |                |
|                                  | Flagged Lorena Paredes 02/06/2020<br>04:19 PM         | During the state agency review of selected denied applications, one determination error was found. Error was recorded on the Other Eligibility Certification and Benefit Issuance Errors Worksheet (SFA-2). The SFA must record the corrective action and date corrected on the SFA-2. 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.   |            |            |                |
| Professional Standards           | Professional Standards                                |  | 1206       | 03/06/2020 | CAP<br>Removed |
| <b>Corrective Action History</b> | CAP Removed Lorena Paredes<br>02/06/2020 07:11 AM     | CAP Removed  |            |            |                |
|                                  | Flagged JONATHAN HOUDART<br>10/09/2019 01:00 PM       |  |            |            |                |