

MULLICA TWP BD OF ED-00103480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	MULLICA TWP BD OF ED-00103480	806	01/05/2024	CAP Accepted
Corrective Action History	<p>Corrective Action Plan: Accepted by Jill Dailey 12/18/2023 10:51 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by KAREN GFROEHRER 12/07/2023 10:56 AM</p> <p>Civil Rights training for Maschio food service staff is provided annually by Maschio's Food Services, Inc.</p> <p>Civil Rights training will be provided annually as part of the annual Public School Works on-line training module. The SFA will keep documentation of the annual training that includes staff who attended, date of training and topics covered. A report is generated through the software that includes all required information. The training will be provided to Teachers/Aides in grades Preschool through 4th grade, secretary to the superintendent (lunch applications), business administrator, assistant to the business administrator, elementary principal and elementary school secretary. Public School Works has been contacted and the training has been added to their annual training.</p> <p>Flagged by Jill Dailey 11/30/2023 10:33 AM</p> <p>Annual civil rights training is required for all staff who interact with program participants or applicants (e.g. cafeteria staff, free/reduced application approval). The SFA must keep documentation of the annual training that includes staff who attended, date of training and topics covered. Staff must complete the State Agency Civil Rights Self Study Guide or view the Civil Rights Webinar which can both be found in SNEARS.</p> <p>Teachers/Aides in Grades 1-4 must receive annual civil rights training as breakfast is served in their classrooms. Per documentation and conversations with the BA, only Pre-K and K teachers received this required training for the 23-24 school year.</p> <p>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 of implementation.</p>				
Professional Standards	Professional Standards (On-Site Assessment Tool)	MULLICA TWP BD OF ED-00103480	1219	01/05/2024	CAP Accepted

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<p>Corrective Action History</p>	<p>Corrective Action Plan: Accepted by Jill Dailey 12/18/2023 10:50 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by KAREN GFROEHRER 12/07/2023 11:04 AM</p> <p>Professional standards training for Maschio food service staff is provided annually by Maschio's Food Services, Inc.</p> <p>Professional standards training will be provided annually as part of the annual Public School Works on-line training module. The SFA will keep documentation of the annual training that includes staff who attended, date of training and topics covered. A report is generated through the software that includes all required information. The training will be provided to Teachers/Aides in grades Preschool through 4th grade, secretary to the superintendent (lunch applications), business administrator, assistant to the business administrator, elementary principal and elementary school secretary. Public School Works has been contacted and the training has been added to their annual training.</p>				
<p>Corrective Action History</p>	<p>Flagged by Jill Dailey 11/30/2023 10:33 AM</p>				
	<p>Administrative, office and/or other school staff (e.g. teachers serving and/or counting meals in the classroom) who regularly work on National School Lunch and/or School Breakfast related activities throughout the school year must meet professional standard training requirements. Employees outside of the School Nutrition Program whose responsibilities include duties related to the operation of the School Nutrition Program must complete 4 hours of training annually. Training should be related to their specific duties.</p> <p>Teachers/Staff members serving and counting meals in the classroom did not meet the required training. Teachers were provided information on the School Meal Pattern and OVS at breakfast on 11/28/2023, the start of the AR. Staff serving lunch in the classroom should also be provided training specific to this meal service.</p> <p>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 of implementation.</p>				
<p>Meal Counting and Claiming - Day of Review</p>	<p>Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)</p>	<p>MULLICA TWP ELEMENTARY-205</p>	<p>318</p>	<p>01/05/2024</p>	<p>CAP Accepted</p>

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<p>Corrective Action History</p>	<p>Corrective Action Plan: Accepted by Jill Dailey 12/18/2023 12:12 PM CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jonathan Sysvestre 12/18/2023 10:59 AM The CAP was implemented on 11/29/23 as soon as the review was over.</p>				
	<p>Corrective Action Plan: Rejected by Jill Dailey 12/18/2023 10:53 AM Please indicate the date of implementation.</p>				
	<p>Corrective Action Plan: Submitted by Jonathan Sysvestre 11/30/2023 04:19 PM We have spoken to the teacher in question to review the proper way to handle meal counts, and she must use the rosters. Moving forward, the school is add the ovs trainings to the start of year training packets. When there is a sub in a classroom, we spoke about the school call down to the cafeteria so we can assist with meal counting so we don't run into this issue again.</p>				
	<p>Flagged by Jill Dailey 11/30/2023 10:34 AM An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for breakfast. Point of service means that point in the food service operation where a determination can be made that a reimbursable free, reduced price or paid meal has been served to an eligible child. Rosters are used for breakfast in the classroom. For the month of review, rosters were reviewed and it was found that on 10/10/2023, one classroom had the students sign a sheet of paper as acknowledgement that they received a reimbursable breakfast meal. Based on information from the SFA, it is possible that there was a substitute in the room during breakfast. Sign-in sheets are not acceptable forms of documentation for meal counts. Trained staff such as teachers or food service staff need to document meal counts to ensure a complete, reimbursable meal is taken. This seemed to be an isolated incident. 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>Meal Components and Quantities - Day of Review</p>	<p>Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)</p>	<p>MULLICA TWP ELEMENTARY-205</p>	<p>401</p>	<p>01/05/2024</p>	<p>CAP Accepted</p>

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<p>Corrective Action History</p>	<p>Corrective Action Plan: Accepted by Jill Dailey 12/18/2023 12:12 PM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jonathan Sysvestre 12/18/2023 10:59 AM</p> <p>The CAP was implemented on 11/29/23 as soon as the review was over.</p>				
	<p>Corrective Action Plan: Rejected by Jill Dailey 12/18/2023 10:53 AM</p> <p>Please indicate the date of implementation.</p>				
	<p>Corrective Action Plan: Submitted by Jonathan Sysvestre 11/30/2023 04:23 PM</p> <p>We have spoken to the teacher in question about the proper components that make up a meal. We have the make it a meal signs in the classrooms and have sent PowerPoints to all pre-k - 4 teachers to review so they understand what a reimbursable meal is. This is also something the school is adding to their start of the year trainings for the teachers.</p>				
	<p>Flagged by Jill Dailey 11/30/2023 10:33 AM</p> <p>Students must take the required number of components for breakfast in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food items in the proper quantities. One item selected must be ½ cup fruit and/or vegetable. Food service staff/cashiers/teachers must receive training on how to accurately recognize a reimbursable meal under offer versus serve.</p> <p>On the Day of Review at breakfast, a student in the 4th grade was observed only taking a chocolate milk and the teacher marked this student as having received a reimbursable meal. The teacher was informed that the student must take all required components to claim as a reimbursable meal under OVS. The teacher informed the student and the student declined and put the chocolate milk back. The teacher corrected her roster. Teachers need to understand what a reimbursable meal is under OVS. If policy allows a la carte for a milk at breakfast in the classroom, teachers should be informed how to document this on the roster. No meals taken back as the correction to the roster was made.</p> <p>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 of implementation.</p>				
<p>Meal Components and Quantities - Day of Review</p>	<p>Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)</p>	<p>MULLICA TWP ELEMENTARY-205</p>	<p>402</p>	<p>01/05/2024</p>	<p>CAP Accepted</p>

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Corrective Action History	Corrective Action Plan: Accepted by Jill Dailey 12/18/2023 12:12 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jonathan Sysvestre 12/18/2023 10:58 AM				
	The CAP was implemented on 11/28 as soon as the finding occurred.				
	Corrective Action Plan: Rejected by Jill Dailey 12/18/2023 10:53 AM				
	Please indicate the date of implementation.				
Corrective Action History	Corrective Action Plan: Submitted by Jonathan Sysvestre 11/30/2023 04:16 PM				
	We have already instructed our staff to inspect all product upon opening them to confirm it was indeed what we ordered. If the item is not as labeled, or a different item, they are to report to the FSD who will make the decision to serve the product or revise the meal to make it compliant.				
	Flagged by Jill Dailey 11/30/2023 10:33 AM				
	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.				
	On the day of review at lunch bagel/cereal bags were prebagged with 1.6oz baby carrots and those same carrots were also being offered on the line. SA staff informed the FSD and dietitian that the 1.6oz baby carrot bags do not meet 1/2C vegetable requirement. Food service staff quickly added another bag of baby carrots to the prebagged lunch meals and began serving 2 bags of carrots to students picking from the line. The FSMC was able to provide documentation that the 2.6 ounce bags of baby carrots were ordered, but apparently not received. Advised that staff should check orders received against the order form. Error was quickly corrected by food service staff; no meals taken back.				
	Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.				
Corrective Action History	Indicate the date of implementation.				

Report Selections

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged