BORDENTOWN REG BD OF ED-00500475 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	BORDENTOWN REG BD OF ED-00500475		02/06/2023	CAP Removed
Corrective Action History	Corrective Action Plan: Removed by Amy Martin 01/04/2023 06:53 PM CAP Removed				
	Flagged by Amy Martin 01/04/2023 05:23 PM Offer vs Serve (OVS) policies must be updated by the SFA, for both breakfast and lunch. In addition, the Annual Application packet in SNEARS must be updated to reflect current practices. 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.				
Verification	Verification (On-Site Assessment Tool) (207H)	BORDENTOWN REG BD OF ED-00500475	213	02/06/2023	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 01/11/2023 07:38 PM CAP Accepted				
	Corrective Action Plan: Submitted by Charlene Senachai 01/10/2023 03:22 PM The Verification Results letter was edited/updated immediately on 1/4/2023 to reflect Chifonda Henry as the Hearing Official for appeals.				
	Flagged by Amy Martin 01/04/2023 02:52 PM Although the final letter contained the information required to appeal, the Determining Official was listed as the Hearing Official. The Verification Results letter must be updated to include the correct name and contact information. The Determining Official may not act as the Hearing Official. Explain, in detail, the specific steps that will be taken to meet the requirements and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.				
Meal Counting and Claiming	Meal Counting and Claiming (Off-Site Assessment Tool) (300H)	BORDENTOWN REG BD OF ED-00500475	305	02/06/2023	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History		Corrective Action Plan: Accepted by Amy Martin 01/11/2023 07:38 PM CAP Accepted			
		Corrective Action Plan: Submitted by Charlene Senachai 01/10/2023 03:27 PM Offer vs Serve is being implemented for all schools January 18, 2023. The policies are on for BOE approval 1st reading on 1/18/2023 and 2nd reading 2/1/2023; upon approval the policies will be updated in the Annual Application packet in SNEARS.			
		Flagged by Amy Martin 01/04/2023 02:52 PM Offer vs Serve (OVS) policies must be updated by the SFA, for both breakfast and lunch. In addition, the Annual Application packet in SNEARS must be updated to reflect current practices. Explain, in detail, how the finding was corrected. Include the date of implementation.			
Maintenance of Non-Profit School Food Service Account	Maintenance of Non-Profit School Food Service Account (Off-Site Assessment Tool) (700H)	BORDENTOWN REG BD OF ED-00500475	701	10/04/2023	CAP Accepted
Corrective Action History		Corrective Action Plan: Accepted by Lisa Garland 10/04/2023 11:14 AM CAP Accepted			
		Corrective Action Plan: Submitted by Chifonda Henry 10/03/2023 02:59 PM The District will purchase Food Services equipment with the Excess Surplus.			
		Flagged by Lisa Garland 09/27/2023 10:53 AM FINDING: Net Cash Resources exceeded three months average expenditures which represents incompliance per USDA CFR 210.14 Please submit a required Corrective Action Plan Thank You			
Professional Standards	Professional Standards (On-Site Assessment Tool)	BORDENTOWN REG BD OF ED-00500475	1217	02/06/2023	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 01/11/2023 05:15 PM CAP Accepted				
	Corrective Action Plan: Submitted by Dennis Sullivan 01/06/2023 04:16 PM Moving forward we will change our tracking of our monthly trainings to the correct format.				
	Flagged by Amy Martin 01/04/2023 02:52 PM Documentation of training hours completed by all employees must be kept. The USDA Training Tracking Tool or the SOARS Team Work tracker can be used to document training hours. Both tools contain all required fields for documenting compliance with professional standard training requirements. If the SFA is using a different tracking tool, it must include all required fields. 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 Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	MAC FARLAND INTER-848	318	02/06/2023	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 01/11/2023 05:14 PM CAP Accepted				
	Corrective Action Plan: Submitted by Dennis Sullivan 01/06/2023 03:49 PM Starting Monday 1/9/23 we will condense to one line of service to help eliminate human error. There will also be a refresher training on reimbursable meals.				
	Flagged by Amy Martin 01/04/2023 01:59 PM An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for lunch. 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. At lunch, one meal which contained a chicken patty sandwich and 1/2 cup of peas, was not claimed for reimbursement. This resulted in an underclaim for the site as this is a reimbursable meal. 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.				

BORDENTOWN REG BD OF ED-00500475 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	MAC FARLAND INTER-848	400	02/06/2023	CAP Removed
Corrective Action History	Corrective Action Plan: Removed by Amy Martin 01/03/2023 08:34 PM CAP Removed				
	Flagged by Amy Martin 01/03/2023 08:33 PM Although all required meal components were available on both serving lines, the vegetable of the day (peas {starch}) was only served on the "hot" line. The cold line contained a sign that the students may go get the hot vegetable from the other line, however no starch was available on the "cold" line. In addition to the sign, both "hot" and "cold" lines were offered 3.2 oz baby carrots (2x1.6oz bags).				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	MAC FARLAND INTER-848	402	02/06/2023	CAP Accepted

BORDENTOWN REG BD OF ED-00500475 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 01/11/2023 05:14 PM CAP Accepted Corrective Action Plan: Submitted by Dennis Sullivan 01/06/2023 04:11 PM Streamlining Service to one line will help ensure all components are contained on one line of service. We will be returning to Primeroedge as soon as training with the staff is completed. In the meantime all production logs will be completed the week prior using proper recipe numbers from Primeroedge. Having recipe numbers listed on production records ensures the correct recipe that should be followed. Flagged by Amy Martin 01/04/2023 01:59 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. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations. At lunch, the vegetable of the day (peas {starch}) was only served on the "hot" line. The cold line contained a sign that the students may go get the hot vegetable from the other line, however, no starch was available on the "cold" line. In addition to the sign, both "hot" and "cold" lines were offered 3.2 oz baby carrots (2x1.6oz bags). As observed, zero students that selected a cold meal, opted to go into the "hot" line to get peas. In addition, at lunch, the grilled cheese entrée recipe was not followed. According to staff, only 2 (two) slices of cheese were put on each sandwich. The nutrition label of the cheese used indicates that 2 (two) slices only provide 24g, which equals .75oz equivalent of meat/meat alternate and therefore not meeting the K-5 meal pattern. A cheese stick was also provided to the students selecting the grilled cheese entrée as of the third (last) lunch period (once the issue was identified). 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 - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	MAC FARLAND INTER-848	409	02/06/2023	CAP Removed

BORDENTOWN REG BD OF ED-00500475 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Removed by Amy Martin 01/04/2023 06:04 PM CAP Removed Flagged by Amy Martin 01/03/2023 03:44 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 p At breakfast, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 3 components of the reimbursable breakfast, 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 w				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	MAC FARLAND INTER-848	410	02/06/2023	CAP Accepted
	Corrective Action Plan: Accepted by Amy Martin 01/19/2023 04:50 PM CAP Accepted Corrective Action Plan: Submitted by Dennis Sullivan 01/12/2023 05:19 PM Prior to menus being posted they will be reviewed myself to ensure they meet the school lunch program requirements implement 2/1/23. Januarys was already looked at. We are in the process of retraining staff to use Primeroedge. In the meantime all paper production records will be fully completed the week prior to service and filled out correctly and completely. Training will start 1/17/23 and Primeroedge will be operating 2/1/23. Breakfast: In addition to grab and go bags students will have a choice of fresh or cupped fruit if they would want the extra fruit. 2/5/23 Lunch: Staff will check and replenish everything on the service line between services if needed. 2/5/23 Corrective Action Plan: Rejected by Amy Martin 01/11/2023 07:38 PM include date				

BORDENTOWN REG BD OF ED-00500475 - Corrective Action Report (Detail)

Corrective Action History	Corrective Action Plan: Submitted by Dennis Sullivan 01/06/2023 06:08 PM Prior to menus being posted they will be reviewed myself to ensure they meet the school lunch program requirements . We are in the process of retraining staff to use Primeroedge. In the meantime all paper production records will be fully completed the week prior to service and filled out correctly and completely. Breakfast: In addition to grab and go bags students will have a choice of fresh or cupped fruit if they would want the extra fruit. Lunch: Staff will check and replenish everything on the service line between services if needed.
	Flagged by Amy Martin 01/04/2023 02:52 PM At breakfast and lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agricultures Form web site for specific component and minimum quantity requirements. Both breakfast and lunch production records were incomplete. On multiple days throughout the review week, production records were missing crucial information. Unfortunately from the production records, it can not be ascertained whether the menu items were meeting meal pattern requirements. Other issues identified: Breakfast: The K-5 meal pattern was not met for the review week. On two out of the five days, only 1/2 cup of fruit was offered and served to students. The K-5 meal pattern requires 1 cup of fruit daily. Due to offering juice each day and being deficient in whole or canned fruit, the weekly juice allowance at breakfast was also exceeded. Lunch: On Tuesday of the review week, an insufficient quantity of vegetables was offered to students. According to the PR, only 10 portions of baby carrots were planned, and zero leftovers. All students must have access to all components in their proper quantities. These are first time Performance Standard 2 (PS2) violations. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews. 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.

Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	MAC FARLAND INTER-848	501	02/06/2023	CAP Accepted

BORDENTOWN REG BD OF ED-00500475 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 01/19/2023 04:50 PM CAP Accepted				
	Corrective Action Plan: Submitted by Dennis Sullivan 01/12/2023 05:21 PM All school staff will receive additional Offer vs Serve training. Training was completed on 1/9/23 .				
	Corrective Action Plan: Rejected by Amy Martin 01/11/2023 07:38 PM need date that training was completed				
	Corrective Action Plan: Submitted by Dennis Sullivan 01/06/2023 04:14 PM All school staff will receive additional Offer vs Serve training.				
	Flagged by Amy Martin 01/04/2023 02:52 PM Although training has been provided, the cafeteria staff would benefit from additional Offer Versus Serve (OVS) training. 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.				

Report Selections

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