

DELRAN TWP BD OF ED-00501060 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period	MILLBRIDGE	325	07/30/2020	CAP Accepted
Corrective Action History	CAP Accepted Amy Martin 08/19/2020 03:07 PM	CAP Accepted			
	CAP Submitted Stacy Clarke 08/18/2020 09:53 AM	We are currently scheduled to meet with the teachers at Millbridge on Thursday September 3 and at DIS on Friday September 4th			
	CAP Rejected Amy Martin 08/11/2020 10:32 AM	need training date for approval			
	CAP Submitted Stacy Clarke 07/07/2020 12:13 PM	We are going to give each teacher training so we can use rosters at the point of service for breakfast			
	Flagged Amy Martin 06/29/2020 10:11 AM	<p>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. At Millbridge, breakfast is served in the classroom. There is no point of service count at breakfast. Claim for reimbursement is based on pre-orders and absent student's accounts are credited.</p> <p>The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast for the review period is an ongoing systemic problem. The system of counting meals must be corrected. 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. Fiscal action will be taken. An over claim may be assessed.</p>			
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period	MILLBRIDGE	410	07/30/2020	CAP Accepted
	CAP Accepted Amy Martin 08/11/2020 10:35 AM	CAP Accepted			

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Corrective Action History	<p>CAP Submitted Stacy Clarke 07/07/2020 12:23 PM</p>	<p>1. we are going to have production record training of reach staff member. The emphasis will be placed on proper crediting information. This training will take place in August or when COVID allows us to do so. We will also be training the teachers rosters during their training prior to the school year. We are currently working with principals to make sure they understand what is being asked of the teachers and also to have teacher buy-in.</p> <p>2. for breakfast, we are going to offer more than juice, we will offer fresh, canned, and juice. We are going to create new order guides for the parents that will offer more variety of fruit/vegetable offerings. I believe the insufficient quantities will be fixed once the production records are properly filled out.</p> <p>3. Due to the difficulty of getting proper recipe from our pizza store, we are going to discontinue the use of outside pizza vendors.</p>
	<p>Flagged Amy Martin 06/29/2020 10:12 AM</p>	<p>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 Agriculture's Form web site for specific component and minimum quantity requirements.</p> <p>At breakfast, production records must document that both daily and weekly minimum quantities for each component are offered. Other supporting documentation (including but not limited to the USDA Food Buying Guide, food labels, CN labels, manufacturers product formulation statements, standardized recipes, etc.) must be used to determine the creditable amount each menu item contributes to the meal pattern to assure that required minimum quantities are offered.</p> <p>At lunch, both the menu and production records indicate that the legume vegetable subgroup was not provided during the review week. In addition, on 2/28/2020, a local pizzeria pizza was offered as part of the Child Nutrition program. Although we know that the pizza contains both grain and the meat/meat/alternate components, supporting documentation breaking down how the pizza credits towards the meal pattern requirement is not available. Lack of proper documentation results in insufficient quantities, This is a repeat violation as insufficient quantities were present on the last AR; therefore the 395 pizza entree meals from 2/28/2020 are disallowed.</p> <p>Breakfast production records show that only 1/2 fruit was offered for breakfast daily. Since the required fruit component at breakfast is 1 cup for the k-5 age/grade grouping, the daily requirements is not met. The juice offerings also exceed 50% of the weekly fruit allowance, which is not allowed. In addition, on 2/25/2020, the french toast with a portion size of "1" does not meet the required grain component. On 2/26/2020 a mini muffin, which only credits as .25 oz equivalents of grain were offered. In addition to the blueberry muffin, a 4oz yogurt was offered. Unfortunately the yogurt does not count towards the grain component (as a meat/meat alternate) until the first one ounce of grain is offered. Insufficient quantities (portion sizes) is a repeat violation from the</p>

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	<p>2016 AR; therefore all breakfast meals will be disallowed for the review week.</p> <p>It should be noted that the production records were poorly documented for the review week. Multiple discussions and questions had been asked in order to understand the documentation. On the last AR, record keeping was also an issue. Breakfast production records did not have any crediting information completed. Per regulations, production records must indicate how food items contribute to the meal pattern requirements. Production records must be properly kept, including correct recipe numbers, portion sizes, and crediting information.</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. Indicate the date of implementation. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews.</p>				
Meal Counting and Claiming	Meal Counting and Claiming		306	07/30/2020	CAP Accepted
Corrective Action History	CAP Accepted Amy Martin 08/11/2020 10:32 AM	CAP Accepted			
	CAP Submitted Stacy Clarke 07/07/2020 12:27 PM	I will be scanning the edit checks from the point of sale. Our program was updated in early March and the edit checks I printed in May did not contain the Attendance Factor, I believe the information was missing due to the update. I went back to my physical files and saw the monthly edit checks do have the Attendance Factor listed.			
	Flagged Amy Martin 06/29/2020 10:12 AM	Edit check worksheets must be completed and required comparisons made prior to submitting and certifying the reimbursement claim. The SFA must compare each site's daily counts of free, reduced and paid meals against the number of students in that site currently eligible for free, reduced and paid meals and the attendance adjusted eligible. Edit check worksheets submitted for the abbreviated Administrative Review, do not have an Attendance Factor (AF). 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.			