

WILLINGBORO BD OF ED-00505805 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review	WILLINGBORO HIGH	402	06/19/2020	CAP Accepted
Corrective Action History	CAP Accepted Kate Marsh 10/21/2020 02:19 PM	CAP Accepted			
	CAP Submitted Krystal Tanner 10/19/2020 07:48 AM	As of the first day of meal service by Whitsons (9/8/20) bread and grain items are either CN labeled or have an ingredient/crediting declaration to ensure that all components are served in their proper proportions. All documentation is available upon request. If there is ever any question concerning bread or grain crediting by management, the bread and grain chart can and will be used to confirm proper weight and crediting amounts.			
	CAP Rejected Jill Logan 07/06/2020 12:14 PM	Please indicate date of implementation by 7/10/20.			
	CAP Submitted Anthony Spadola 06/29/2020 10:15 AM	Order a hamburger bun that is 56 grams, that will ensure the grain is 2.0 for grades 9-12. Also, order a 3 pack or give 2-2packs of graham crackers to ensure the grain is 1.0.			
	Flagged Kate Marsh 05/19/2020 12:40 PM	<p>Portion sizes offered for each required breakfast AND 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.</p> <p>At the time of the review, the hamburger bun used for hamburger/cheeseburgers and all chicken patty sandwiches is 51g. This only counts as 1.75 grain and the minimum for grades 9-12 is 2 grain daily.</p> <p>The graham cracker served at breakfast weighs 0.49oz which only counts as 0.5 grain. The minimum grain for grades 9-12 is 1 grain daily at breakfast. A different pack of crackers or 2 packs must be served.</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>			
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period	HAWTHORNE PARK	409	06/19/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kate Marsh 10/21/2020 02:18 PM	CAP Accepted			
	CAP Submitted Krystal Tanner 10/19/2020 07:52 AM	As of the first day of service by Whitsons (9/8/20) menus are created within a program that indicates if the meal contains all of the required components. Crediting is indicated for each food component. This is also automatically translated onto the production records. Incomplete meals have not and will not be served in the future. Management reviews the menus repeatedly to ensure all meal components are served in proper quantities.			
	CAP Rejected Kate Marsh 07/02/2020 12:24 PM	Please indicate date of implementation by 7/10/20.			
	CAP Submitted Anthony Spadola 06/29/2020 10:00 AM	Review all menus to ensure that the M/MA component is listed on the production records as well as the menu.			
	Flagged Kate Marsh 05/19/2020 12:40 PM	<p>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 pattern.</p> <p>On 2/27/20, chicken sausage was not documented on the production record for French Toast Stick option. Therefore, according to the production records, 270 lunch meals were missing the M/MA component and are disallowed.</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>			
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period	WILLINGBORO HIGH	410	06/19/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kate Marsh 10/21/2020 02:18 PM	CAP Accepted			
	CAP Submitted Krystal Tanner 10/19/2020 07:58 AM	As of the first day of meal service by Whitsons on 9/8/20, all meal components are reviewed and assured to contain the proper crediting. Breakfast and lunch meal patterns are followed by grade groups properly. 2 pack graham crackers are used and 2 packs are always provided at a time. Bread rolls, and buns are purchased from a vendor (Rockland Bakery) that has provided the proper documentation to ensure the proper crediting. Back up documentation, production records, recipes, formulation declarations, etc are available upon request.			
	CAP Rejected Kate Marsh 07/02/2020 12:24 PM	Please indicate date of implementation by 7/10/20.			
	CAP Submitted Anthony Spadola 06/29/2020 10:00 AM	Order a hamburger that is 56 grams, that will ensure the grain is 2.0 for grades 9-12. Also, order a 3 pack or give 2-2 packs of graham crackers to meet the 1 grain daily for grades 9-12.			
	Flagged Kate Marsh 05/19/2020 12:40 PM	<p>Portion sizes offered for each required breakfast AND 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.</p> <p>For the review period, the hamburger bun used for hamburger/cheeseburgers and all chicken patty sandwiches is 51g. This only counts as 1.75 grain and the minimum for grades 9-12 is 2 grain daily.</p> <p>The graham cracker served at breakfast weighs 0.49oz which only counts as 0.5 grain. The minimum grain for grades 9-12 is 1 grain daily at breakfast. A different pack of crackers or 2 packs must be served.</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>			
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review	WILLINGBORO HIGH	401	06/19/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kate Marsh 10/21/2020 02:17 PM	CAP Accepted			
	CAP Submitted Krystal Tanner 10/19/2020 07:41 AM	All staff, not only cashiers, will, and are in the process of receiving repetitive training on ensuring proper meal components are received by students in order to claim a legitimate reimbursable meal. Cashiers will be informed that they are the last form of defense, and must know that 3 out of the 5 components must be received, with one of those components having to consist of a fruit or a vegetable. Management will continuously monitor to ensure all staff is trained properly.			
	CAP Rejected Kate Marsh 07/02/2020 12:24 PM	Please clarify that meals will not be withheld from students and indicate date of implementation by 7/10/20.			
	CAP Submitted Anthony Spadola 06/29/2020 10:00 AM	Retrain the staff of what a reimbursable meal is and lunch tray will not be given to students unless it has all of the components of a reimbursable meal.			
	Flagged Kate Marsh 05/19/2020 12:40 PM	<p>Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food components in the proper quantities. One component selected must be ½ cup fruit and/or vegetable. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. If the SFA does not have offer versus serve, students must take all 5 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch.</p> <p>Technical assistance was provided to ensure cashiers do not enter a reimbursable meal in the POS prior to the student receiving the entire meal.</p> <p>On the day of review, 7 meals went through the Tortilla and Deli line that were missing the required F/V component. 3 wraps, 2 nachos, 2 sandwiches only.</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>			
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period	WILLINGBORO HIGH	409	06/19/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kate Marsh 10/21/2020 02:17 PM	CAP Accepted			
	CAP Submitted Krystal Tanner 10/19/2020 07:37 AM	As of the first day of meal service by Whitsons, on 9/8/20, all meals include all required meal components. Production records reflect the components being served and follow the proper meal pattern guidelines. Standardized recipes are followed, which determine and indicate crediting for respective components. Recipes and CN labels are available upon request.			
	CAP Rejected Kate Marsh 07/02/2020 12:23 PM	Please indicate date of implementation by 7/10/20.			
	CAP Submitted Anthony Spadola 06/29/2020 09:56 AM	management and staff are to ensure that the production records accurately reflect what is being served.			
	Flagged Kate Marsh 05/19/2020 12:40 PM	<p>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 pattern.</p> <p>Production records for the review period were missing the fruit component. All items offered must be listed on the production records daily. As a result, 1983 meals will be disallowed for the week of 2/24/20.</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>			
SFA/Sponsor On-Site Monitoring	SFA/Sponsor On-Site Monitoring	HAWTHORNE PARK	901	06/19/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kate Marsh 07/02/2020 12:25 PM	CAP Accepted			
	CAP Submitted Anthony Spadola 06/29/2020 10:12 AM	Under the direction of the business administrator. THE SBP On-Site Accountability Review form (#29) will be used for the current year prior to February 1st.			
	Flagged Kate Marsh 05/19/2020 12:40 PM	<p>All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee. The previous on site was completed on 12/14/18.</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>			
Afterschool Snack Program	Afterschool Snack Program	HAWTHORNE PARK		06/19/2020	CAP Accepted
Corrective Action History	CAP Accepted Kate Marsh 07/02/2020 12:25 PM	CAP Accepted			
	CAP Submitted Anthony Spadola 06/29/2020 10:11 AM	Under the direction of the Business Administrator, the afterschool program director will monitor the program within the first 4 weeks of the program.			
	Flagged Kate Marsh 05/19/2020 12:40 PM	<p>The program must be monitored within the first 4 weeks of operation each year. As discussed at the exit conference findings were found in this area.</p> <p>Explain in detail, how the finding(s) 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>			
SFA/Sponsor On-Site Monitoring	SFA/Sponsor On-Site Monitoring	WILLINGBORO HIGH	901	06/19/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Kate Marsh 07/02/2020 12:25 PM	CAP Accepted			
	CAP Submitted Anthony Spadola 06/29/2020 10:11 AM	Under the direction of the Business Administrator, the SBP On-Site Accountability Review Form (#292) will be used for the current year prior to February 1st.			
	Flagged Kate Marsh 05/19/2020 12:40 PM	<p>All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee. The previous onsite was completed on 12/18/18.</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>			