

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	Philips Acad CS-08006094	126	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:23 PM CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:31 PM Corrections and comments have been made in the errors tab for each error.				
	Flagged by Katie Hunter 12/13/2019 11:38 AM				
Verification	Verification (On-Site Assessment Tool) (207H)	Philips Acad CS-08006094	214	01/13/2020	CAP Accepted

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:31 PM CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:29 PM Since results of the verification are due by November 15th, the SFA will do the following: <ul style="list-style-type: none">- submit the verification report to state by October 15th- select applications for verification based on the results of the verification- send out letters to the applicants selected within 3 days of the selection- use the verification tracker to track progress				
	Flagged by Katie Hunter 12/13/2019 11:38 AM The SFA must update student eligibility status when there are changes in eligibility due to verification results. Changes in eligibility which result in increased benefit levels must be made as soon as possible, but no longer than 3 operating days of the date the SFA makes the final decision with verification. Households for whom benefits were to be reduced or terminated, due to verification, must be given 10 calendar days written advance notice of the change. 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..				

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Professional Standards	Professional Standards (Off-Site Assessment Tool) (1200H)	Philips Acad CS-08006094	1206	01/13/2020	CAP Removed
Corrective Action History	Corrective Action Plan: Removed by Katie Hunter 12/13/2019 11:46 AM				
	CAP Removed				
	Flagged by Christopher Garay 10/17/2019 04:12 PM				
Professional Standards	Professional Standards (On-Site Assessment Tool)	Philips Acad CS-08006094	1219	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:24 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:32 PM				
	On 12/18/19, PACS Newark updated our record keeping protocols to ensure all teachers serving and/or counting meals have completed all required training hours. Logs documenting participation in required professional development have been added to our existing records, and all future professional development will be included in these records. All those participating in service and/or counting will complete required training hours before the end of the academic year (June 13th, 2020).				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:38 AM				
	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. Staff working 20 or more hours on School Nutrition program related activities are required to complete at least 6 hours of annual training. Part time staff (working less than 20 hours per week) are required to complete at least 4 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: http://professionalstandards.nal.usda.gov/ . 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..				
Infant and Pre-K Meal Pattern	Infant and Pre-K Meal Pattern (Other Programs)	Philip's Academy Charter School	3	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:30 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:34 PM				
	On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving of age-appropriate milk. The Culinary Team worked with our vendors to ensure we would have sufficient supply to ensure all Pre-K students were served milk with all meals.				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:44 AM				
	All meal components must be available throughout the entire meal service. 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.				

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Infant and Pre-K Meal Pattern	Infant and Pre-K Meal Pattern (Other Programs)	Philip's Academy Charter School	10	01/13/2020	CAP Removed
Corrective Action History	Corrective Action Plan: Removed by Katie Hunter 01/08/2020 02:06 PM				
	CAP Removed				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:44 AM				
Infant and Pre-K Meal Pattern	Infant and Pre-K Meal Pattern (Other Programs)	Philip's Academy Charter School	11	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:30 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:34 PM				
	On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving of age-appropriate milk. Both Fat-Free White and 1% White are offered daily. The Culinary Team worked with our vendors to ensure we would have sufficient supply to ensure all Pre-K students were served milk with all meals.				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:44 AM				
	Only unflavored low-fat (1 percent) or unflavored fat-free (skim) milk is allowed to be served to children 2-5 years of age. 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.				
Infant and Pre-K Meal Pattern	Infant and Pre-K Meal Pattern (Other Programs)	Philip's Academy Charter School	14	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:31 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:34 PM				
	Beginning December 5, 2019, Pre-K has transitioned to "Serve-Only" service. Pre-K students are being served by teachers- Each plate contains the total amount of meal components, in mandated portions with all components present on each plate, including milk.				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:44 AM				
	Family style meal service has not been implemented properly. 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.				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	Philip's Academy Charter School	318	01/13/2020	CAP Accepted

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:24 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:32 PM				
	Starting on December 5th, 2019, the PACS Newark Culinary Team, in coordination with school leadership, began to implement the changes suggested during our on-site review. We have ensured that all breakfast meals meet the applicable standards, and that all counted meals served during lunch include all mandatory components in the correct portion sizes. On January 7th, 2020 a professional development training was conducted to review proper procedures. A follow-up is scheduled for February 11th, 2020.				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:38 AM				
	The State Agency has determined that the inaccurate counting of meals observed at breakfast and lunch is an ongoing systemic problem. The meal counting system 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.				
	Meal Counting and Claiming - Day of Review	Philip's Academy Charter School	321	01/13/2020	CAP Accepted
	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)				
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:25 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:32 PM				
	Starting on December 5th, 2019, the PACS Newark Culinary Team, in coordination with school leadership, began to implement the changes suggested during our on-site review. We have ensured that all breakfast meals meet the applicable standards, and that all counted meals served during lunch include all mandatory components in the correct portion sizes. This will ensure that all counts are now accurate, as all meals served comply with the relevant standard. On January 7th, 2020 a professional development training was conducted to review proper procedures. A follow-up is scheduled for February 11th, 2020.				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:38 AM				
	Breakfast meal counts, by category (free, reduced and/or paid) for the review period must be comparable to the meal counts for the day of review. Counts for the day of review that are significantly different from the review month are indicative of a problem with the meal counting system. SFAs are reminded that second meals and/or other ineligible meals (adults, a la carte, etc.) cannot be counted and claimed. 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.				
	Meal Counting and Claiming - Review Period	Philip's Academy Charter School	325	01/13/2020	CAP Accepted
	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)				

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status	
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:25 PM					
	CAP Accepted					
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:32 PM					
	Starting on December 5th, 2019, the PACS Newark Culinary Team, in coordination with school leadership, began to implement the changes suggested during our on-site review. We have ensured that all breakfast meals meet the applicable standards, and that all counted meals served during lunch include all mandatory components in the correct portion sizes. On January 7th, 2020 a professional development training was conducted to review proper procedures. A follow-up is scheduled for February 11th, 2020.					
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:39 AM					
	The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast and lunch 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.					
	Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	Philip's Academy Charter School	400	01/13/2020	CAP Accepted
	Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:26 PM				
CAP Accepted						
Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:32 PM						
On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving of age-appropriate milk. The Culinary Team worked with our vendors to ensure we would have sufficient supply to ensure all Pre-K students were served milk with all meals.						
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:39 AM					
	All 5 required meal components for lunch must be available on every serving line/serving area prior to the beginning and during the entire meal service. If a serving line/serving area runs out of a component, the SFA must immediately add the missing meal component before any additional meals are claimed for reimbursement. To help assure that required food components are available, food service personnel should monitor the serving lines/serving areas throughout the meal service. Accurate production records must be kept and should be used to plan appropriate quantities of meal components. 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 (On-Site Assessment Tool - Site) (400H)	Philip's Academy Charter School	401	01/13/2020	CAP Accepted
	Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:26 PM				
CAP Accepted						
Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:32 PM						
On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving of age-appropriate milk. The Culinary Team worked with our vendors to ensure we would have sufficient supply to ensure all Pre-K students were served milk with all meals.						
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:39 AM					
	All 5 required meal components for lunch must be available on every serving line/serving area prior to the beginning and during the entire meal service. If a serving line/serving area runs out of a component, the SFA must immediately add the missing meal component before any additional meals are claimed for reimbursement. To help assure that required food components are available, food service personnel should monitor the serving lines/serving areas throughout the meal service. Accurate production records must be kept and should be used to plan appropriate quantities of meal components. 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 (On-Site Assessment Tool - Site) (400H)	Philip's Academy Charter School	401	01/13/2020	CAP Accepted
	Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:26 PM				
CAP Accepted						
Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:32 PM						
On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving of age-appropriate milk. The Culinary Team worked with our vendors to ensure we would have sufficient supply to ensure all Pre-K students were served milk with all meals.						
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:39 AM					
	All 5 required meal components for lunch must be available on every serving line/serving area prior to the beginning and during the entire meal service. If a serving line/serving area runs out of a component, the SFA must immediately add the missing meal component before any additional meals are claimed for reimbursement. To help assure that required food components are available, food service personnel should monitor the serving lines/serving areas throughout the meal service. Accurate production records must be kept and should be used to plan appropriate quantities of meal components. 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 (On-Site Assessment Tool - Site) (400H)	Philip's Academy Charter School	401	01/13/2020	CAP Accepted

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:26 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:32 PM				
	<p>On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving of age-appropriate milk. The Culinary Team worked with our vendors to ensure we would have sufficient supply to ensure all Pre-K students were served milk with all meals.</p> <p>Flagged by Katie Hunter 12/13/2019 11:39 AM</p> <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. 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>				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	Philip's Academy Charter School	402	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:27 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:33 PM				
	<p>On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving of age-appropriate milk and the correct portions for all other meal components. School leadership conduct periodic spot checks to ensure that all servers provide all required meal components to every participating student in the correct portions.</p> <p>Flagged by Katie Hunter 12/13/2019 11:39 AM</p> <p>Portion sizes offered for each required breakfast 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. 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>				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	Philip's Academy Charter School	403	01/13/2020	CAP Accepted

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:27 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:33 PM On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving size of milk. Additionally, both fat-free white and 1% white are being offered daily. The Culinary Team worked with our vendors to ensure we would have sufficient supply to ensure all relevant standards are met daily.				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:39 AM				
	A minimum of two varieties of fluid milk must be offered throughout the lunch meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low fat lactose reduced/lactose free milk. 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 (On-Site Assessment Tool - Site) (400H)	Philip's Academy Charter School	405	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:27 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:33 PM Starting on December 5th, 2019, the PACS Newark Culinary Team adjusted the manner in which breakfast is served to ensure every student is served a meal with all required components in the correct portion sizes. All components, including one of two types of milk, are offered together on the same tray/plate to ensure every student is served a compliant meal. PACS Newark leadership instructed all Pre-K staff on how to ensure all meals served meet expectations, and conduct periodic spot checks to ensure compliance with all relevant regulations.				
Corrective Action History	Flagged by Katie Hunter 12/13/2019 11:40 AM				
	For breakfast, a sufficient amount of prepared food must be placed on each table to provide the full required portions of each of the 3 components for all students. It is the responsibility of the supervising adult(s) to actively encourage each student to accept the required portion of each component of the breakfast meal pattern. Staff responsible for serving and overseeing the meal service should be trained to assure reimbursable meals are served. 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 (On-Site Assessment Tool - Site) (409H)	Philip's Academy Charter School	409	01/13/2020	CAP Accepted

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:28 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:33 PM				
	<p>On December 5th, 2019, the PACS Newark Culinary team, in coordination with school leadership, instructed all those serving in our Pre-K classrooms to always serve all mandated meal components in the correct portions, including an appropriate serving of age-appropriate milk. The Culinary Team worked with our vendors to ensure we would have sufficient supply to ensure all Pre-K students were served milk with all meals. Additionally, SFA leadership began completing and storing separate production records for Pre-K meal service to ensure adherence to all relevant regulations.</p> <p>Flagged by Katie Hunter 12/13/2019 11:40 AM</p> <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. 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>				
Civil Rights	Civil Rights (On-Site Assessment Tool - Site) (811H)	Philip's Academy Charter School	811	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:28 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:33 PM				
	<p>During the December 4th, 2019 on-site review, we posted the required "And Justice for All" poster (accessed from the USDA website) in a prominent location in each of the Pre-K classrooms. PACS Newark now has this required signage in a prominent location and visible to the students in all serving sites.</p> <p>Flagged by Katie Hunter 12/13/2019 11:40 AM</p> <p>SFA did not have the current USDA "And Justice for All" poster displayed in a prominent location and visible to the students in Pre-K classrooms. 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>				
SFA/Sponsor On-Site Monitoring	SFA/Sponsor On-Site Monitoring (On-Site Assessment Tool - Site) (901H)	Philip's Academy Charter School	901	01/13/2020	CAP Accepted

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:29 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:34 PM				
	On December 13th, 2019, to ensure the results of SFA On-Site Monitoring were stored appropriately and available for review upon request, SFA and SA leadership made changes to how the review document will be stored moving forward. Effective immediately, upon completion, the official conducting the SFA On-Site Monitoring document will scan it electronically, save it to our shared drive, as well as share it via email with SFA and SA leadership. A new On-Site Monitoring review was conducted on December 13th, 2019, and the accompanying documentation was stored as per our new procedure.				
					Flagged by Katie Hunter 12/13/2019 11:41 AM
	All SFAs must conduct an on-site accountability review of lunch & breakfast prior to February 1st each school year. The NSLP On-Site Accountability Review Form (#142) must be used. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee. The SFA must request and receive approval from the State Agency in order to extend the February 1 deadline to complete the on-site accountability review. 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.				
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)	Philip's Academy Charter School	1406	01/13/2020	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 01/17/2020 01:29 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Christopher Garay 01/14/2020 01:34 PM				
	On December 5, 2019, Food Safety Inspection Report was moved and posted in the Dining Room in a publicly visible location.				
	Flagged by Katie Hunter 12/13/2019 11:41 AM				
	No food safety inspection report was posted in a publicly visible location. SFA is responsible for obtaining two food safety inspections during the current school year and if current inspections are not already scheduled, SFA should request an inspection in writing from the Board of Health. Describe in the CAP how this will be corrected, list date of implementation.				
Fresh Fruit and Vegetable Program - Review Period	Fresh Fruit and Vegetable Program - Review Period (On-Site Assessment Tool - Site) (1900H)	Philip's Academy Charter School of Paterson	1901	03/04/2020	CAP Accepted

Philips Acad CS-08006094 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Janet Celi 06/11/2020 09:56 AM CAP Accepted				
	Corrective Action Plan: Submitted by Thea Heninger-Lowell 06/08/2020 04:35 PM The two items missing from the November voucher were added in December and payment was approved. To ensure correct processing and remediation of this issue, invoices are first reviewed by the Office Manager and then processed by the Director of School Operations before being filed to verify the monthly claims.				
	Flagged by Janet Celi 02/04/2020 09:20 AM The following items were not claimed on the November FFVP voucher: -11-03 Apples 2 cases @\$25.64 each TOTAL - \$51.28 -11-17 Apples 2 cases @ \$24.50 each TOTAL - \$49.00 These items can be placed on your December or January voucher. Invoices should be double checked each month to insure all monthly items purchased have been claimed for the appropriate month. Preferably another person, other than the person submitting the claim, should verify the items reported on the monthly FFVP vouchers.				

Report Selections

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