

PRIDE ACADEMY CHARTER-08006020 - 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	Pride Academy Charter School	404	04/06/2020	CAP Accepted
Corrective Action History	CAP Accepted Dianne Kennedy 04/21/2020 01:24 PM	CAP Accepted			
	CAP Submitted LASHONDA DOCKERY 03/13/2020 10:37 AM	Beginning 3/9/2020 the SFA printed out a reimbursable breakfast sign and posted near the serving line. We will make having signage posted a part of our yearly meal manual. We will create a check off list off all things that need to be posted for meals (ex. and justice for all poster meal, reimbursable lunch poster, reimbursable breakfast poster) and make that a part of our in house food program review.			
	Flagged Dianne Kennedy 03/06/2020 09:56 AM	There was no signage identifying a reimbursable breakfast. Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable breakfast. Posting only a menu does not meet this requirement. 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	Pride Academy Charter School	411	04/06/2020	CAP Accepted
Corrective Action History	CAP Accepted Dianne Kennedy 04/21/2020 01:22 PM	CAP Accepted			
	CAP Submitted LASHONDA DOCKERY 03/13/2020 10:33 AM	The food service director will now take training from the ICN website on meal patterns. All meals are currently vended and the vendor provides the SFA with a monthly menu. All monthly menu's will be double checked in advance to make sure that all meal patterns are being followed. If a menu change needs to occur, we will consult with the nutrition staff at the vendor to make sure that we are still strictly following the correct meal patterns. We will implement this change starting March 2020.			
	Flagged Dianne Kennedy 03/06/2020 09:57 AM	On planned menu, a legume (red kidney beans) was planned to be served on January 7, 2020. However, the substitution was green bean which is not a legume causing the SFA to miss legume vegetable subgroup for the week. Substitutions made for vegetables must still meet the weekly sub group requirements. 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		208	04/06/2020	CAP Accepted
Corrective Action History	CAP Accepted Dianne Kennedy 04/21/2020 01:22 PM	CAP Accepted			
	CAP Submitted LASHONDA DOCKERY 03/13/2020 10:26 AM	We will create a verification document that is to be followed and signed by and administrator to make sure all of the steps of the verification process are being done correctly. A step will be added into the document to have all verification applications verified by the confirming official.			
	Flagged Dianne Kennedy 03/06/2020 09:55 AM	There is no signature on application where CO signs to confirm a Confirmation Review has taken place. The Confirming Official must record on the Verification Tracker the date of the confirmation 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.			

PRIDE ACADEMY CHARTER-08006020 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
SFA On-Site Monitoring	SFA/Sponsor On-Site Monitoring		900		CAP Removed
Corrective Action History	CAP Removed Dianne Kennedy 03/05/2020 10:10 AM	CAP Removed			
	Flagged LASHONDA DOCKERY 10/18/2019 12:26 PM				
Group 2: CA Count (2)				04/06/2020	CAP Accepted
	Section	Form subsection	Site	Question #	
	Certification and Benefit Issuance	Certification and Benefit Issuance		131	
	Certification and Benefit Issuance	Certification and Benefit Issuance		126	
Corrective Action History	CAP Accepted Dianne Kennedy 04/21/2020 01:29 PM	CAP Accepted			
	CAP Submitted LASHONDA DOCKERY 03/13/2020 10:42 AM	Currently all applications are determined using our food service software. Going forward after all applications are determined, we will double check all denied applications a second time to ensure all information was entered currently into the determining software. We will then have a second person manually double check all denied applications. This will ensure that any determining mistakes will be avoided.			
	Flagged Dianne Kennedy 03/06/2020 09:56 AM	During the state agency review of selected denied applications, determination errors were found. Errors were recorded on the Other Eligibility Certification and Benefit Issuance Errors Worksheet (SFA-2). The SFA must record the corrective action and date corrected on the SFA-2. The completed SFA-2 must be uploaded in Documents within the required deadline. 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. Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors. *****The number of Certification and Benefit Errors are greater or equal to 10%, therefore an Independent Review of applications must be completed for next school year. More details will be provided later in the school year regarding the process and expectations for the Independent Review.			
Group 1: CA Count (2)				04/06/2020	CAP Accepted
	Section	Form subsection	Site	Question #	
	Professional Standards	Professional Standards		1213	
	Professional Standards	Professional Standards		1214	

PRIDE ACADEMY CHARTER-08006020 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Dianne Kennedy 04/21/2020 01:24 PM				CAP Accepted
	CAP Submitted LASHONDA DOCKERY 03/09/2020 10:24 AM				<p>As of 3/9/2020 the School Nutrition Program Director (LaShonda Dockery) has completed 13 hours of annual training.(I have attached the certificate) The food service director completed the 'Food Safety In Schools' training through the INC website on 3/9/2020, which has made her complete the required 12 hours of annual training required.</p> <p>Going forward Pride Academy will implement the following corrective action measures to insure that all training requirements will be met in the future:</p> <ul style="list-style-type: none"> • A training schedule will be created yearly during the summer. • We will have all training completed before the school year starts and staff will complete training during our two weeks of summer orientation as professional development. All required training will be completed by the last day of September for each current school year. • A shared google drive log will be kept and monitored by the food service director and the school director. The log will be labeled "Professional Standards Training" and all staff will be required to input all training hours into the log. • The log will be verified and checked to make sure that all required staff are meeting their training requirements yearly.If a staff member has not met their training requirements in a timely fashion before the deadline, time in their schedule will be provided so that they may complete the training.
	Flagged Dianne Kennedy 03/06/2020 09:56 AM				<p>Has 5 hours of annual training. School Nutrition Program directors are required to complete at least 12 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 annual training requirements will be met and the measures taken to ensure this finding will not reoccur in the future. Indicate the date of implementation.</p> <p>The food service director does not have food safety training. The food service director is required to either have completed 8 hours of food safety training within the last 5 years prior to the on-site AR date or should have completed the training within 30 days of hire, if new. Food safety training must now be completed. A free Food Safety in Schools online training course is available from the Institute of Child Nutrition at www.theicn.org or the SFA can choose their own online or in person training resource to obtain the required food safety training. 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 when the food safety training will be completed.</p>