

Technical Assistance Log

SPECTRUM 360-01409375

TA Date	TA Log #	TA Area	Form	Question	SFA Title	SFA Contact	Reviewer	SFA Access
02/18/2022	2507	Other				Tracy Hart, Operations Manager	Jill Logan	<input checked="" type="checkbox"/>
How Provided	Phone			Comments	Recipes missing directions for preparation. Directions for a recipe are important for consistency of end product and training for new staff.			
02/18/2022	2506	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)				Tracy Hart, Pomptonian Operations Manager	Jill Logan	<input checked="" type="checkbox"/>
How Provided	Phone			Comments	For lunch on Wednesday 1/12/2022, the meat/meat alternate crediting information is missing for the pasta with meatballs on the production record. The documentation provided does support that the pasta with meatballs meal does credit to 2M/MA.			
02/18/2022	2505	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)				Tracy Hart, Pomptonian Operations Manager	Jill Logan	<input checked="" type="checkbox"/>
How Provided	Phone			Comments	125CT Apples served during the week of review are credited as meeting 1 1/8C, but according to the USDA Food Buying Guide, apples of this size credit to 1C.			

SPECTRUM 360-01409375 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	SPECTRUM 360-01409375	800	03/18/2022	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Jill Logan 03/21/2022 08:52 AM				
	CAP Accepted				
Corrective Action History	Corrective Action Plan: Submitted by SCOTT TRIOLA 03/18/2022 04:21 PM				
	<p>The correct and full non-discrimination statement will be included in the Letter to Parent and on the cafeteria website and printed/posted program materials. Where there is no room to include the full statement "This institution is an equal opportunity provider" will be used in its place.</p> <p>Flagged by Jill Logan 02/18/2022 11:18 AM</p> <p>The SFA must use the most current non-discrimination statement on all program materials made available to the public. All materials/documents distributed to households or posted on the school's website must contain one of the two nondiscrimination statements found from the link below: https://www.fns.usda.gov/civil-rights/usda-nondiscrimination-statement-other-fns-programs.</p> <p>Explain, in detail, how the correct non discrimination statement will be incorporated in program materials and the measures taken to ensure that it will not reoccur in the future.</p> <p>Indicate the date of implementation.</p>				
Civil Rights	Civil Rights (On-Site Assessment Tool) (809H)	SPECTRUM 360-01409375	810	03/18/2022	CAP Removed
Corrective Action History	Corrective Action Plan: Removed by Jill Logan 02/18/2022 07:27 AM				
	CAP Removed				
Corrective Action History	Flagged by Jill Logan 02/18/2022 07:28 AM				
	Already flagged for CA on Off-Site Tool as the nondiscrimination provided is incorrect				
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	Academy 360 Lower School-1421	325	03/18/2022	CAP Accepted

SPECTRUM 360-01409375 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	<p>Corrective Action Plan: Accepted by Jill Logan 03/28/2022 09:58 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by SCOTT TRIOLA 03/25/2022 12:50 PM</p> <p>Beginning Friday, March 18, 2022 training will focus on ensuring the daily sales report and rosters equal the claim submitted for reimbursement. An excel sheet will be utilized to ensure that all rosters are received and recorded properly into the POS. Total meals claimed will be verified prior to submission.</p>				
	<p>Corrective Action Plan: Rejected by Jill Logan 03/21/2022 08:57 AM</p> <p>Please indicate the date of implementation.</p>				
	<p>Corrective Action Plan: Submitted by SCOTT TRIOLA 03/18/2022 04:29 PM</p> <p>The training will focus on ensuring the daily sales report and rosters equal the claim submitted for reimbursement. An excel sheet will be utilized to ensure that all rosters are received and recorded properly into the POS. Total meals claimed will be verified prior to submission.</p>				
	<p>Flagged by Jill Logan 02/18/2022 11:18 AM</p> <p>Lunch counts must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim.</p> <p>For the review period of Jan 2022, lunch meal counts were incorrectly entered into the claim for reimbursement. Both the daily sales report (Jan 2022) and rosters total to 916, but the claim entered is for 917.</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 (On-Site Assessment Tool - Site) (409H)	Academy 360 Lower School-1421	409	03/18/2022	CAP Accepted

SPECTRUM 360-01409375 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	<p>Corrective Action Plan: Accepted by Jill Logan 03/28/2022 10:00 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by SCOTT TRIOLA 03/25/2022 01:18 PM</p> <p>Beginning Friday, March 18, 2022 we will reinforce training on the straight-serve meal pattern to ensure that the people serving the meal will confirm all components, including vegetable, are contained in the meal prior to claiming. For kitchen staff additional training will include a focus on meal production, maintenance and completion of production records to ensure meals are comprised of all menued components. Spot checking of meal service and production records will be implemented on a regular basis to ensure this is being done.</p>				
	<p>Corrective Action Plan: Rejected by Jill Logan 03/21/2022 08:58 AM</p> <p>Please indicate the date of implementation.</p>				
	<p>Corrective Action Plan: Submitted by SCOTT TRIOLA 03/18/2022 04:20 PM</p> <p>We will reinforce training on the straight-serve meal pattern to ensure that the people serving the meal will confirm all components, including vegetable, are contained in the meal prior to claiming. For kitchen staff additional training will include a focus on meal production, maintenance and completion of production records to ensure meals are comprised of all menued components. Spot checking of meal service and production records will be implemented on a regular basis to ensure this is being done.</p>				
	<p>Flagged by Jill Logan 02/18/2022 11:18 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.</p> <p>On Monday 1/10/2022 (Serve Only in the Classroom) for lunch, 55 lunch meals were claimed, but only 54 green beans were prepared with 9 portions left-over. 10 meals did not receive or have access to green beans, the vegetable of the day.</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 (On-Site Assessment Tool - Site) (409H)	Academy 360 Lower School-1421	410	03/18/2022	CAP Accepted

SPECTRUM 360-01409375 - Corrective Action Report (Detail)

Corrective Action History	<p>Corrective Action Plan: Accepted by Jill Logan 03/28/2022 09:59 AM</p> <p>CAP Accepted</p>
	<p>Corrective Action Plan: Submitted by SCOTT TRIOLA 03/25/2022 01:18 PM</p> <p>Our staff did serve one cup of vegetable per student, but inadvertently used an old version of the production record. Additional training on the straight-serve meal pattern will focus on ensuring the portion size served is reflected on the production records. Spot checks will be done to ensure this is happening beginning Friday March 18, 2022.</p>
	<p>Corrective Action Plan: Rejected by Jill Logan 03/21/2022 08:58 AM</p> <p>Please indicate the date of implementation.</p>
	<p>Corrective Action Plan: Submitted by SCOTT TRIOLA 03/18/2022 04:27 PM</p> <p>Our staff did serve one cup of vegetable per student, but inadvertently used an old version of the production record. Additional training on the straight-serve meal pattern will focus on ensuring the portion size served is reflected on the production records. Spot checks will be done to ensure this is happening.</p>

SPECTRUM 360-01409375 - Corrective Action Report (Detail)

	<p>Flagged by Jill Logan 02/18/2022 11:18 AM</p> <p>At lunch, 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>Tuesday 1/11/2022 - 58 meals claimed, 58 - 1/2C portions of black beans served. Only students receiving Nardone French Bread Pizza (22 meals) and Grilled Chicken Caesar Salad (1 meal) received additional vegetables. Beef Nacho meals (26) and Bagel Bag meals (9) contained no additional vegetable leading to a portion size issue for vegetables. 35 meals are taken back.</p> <p>Wed 1/12/2022 - 55 meals claimed, 55 -1/2C portions of corn served. Only students receiving Pasta with meatballs (37), Nardone French Bread Pizza (12) and Grilled Chicken Caesar Salad (1) received additional vegetables. Bagel Bag Meals (5) contained no additional vegetables leading to a portion size issue for vegetables. 5 meals are taken back.</p> <p>Thursday 1/13/2022 - 55 meals claimed, 26 - 1/2C portions of broccoli served and 29 - 1/2C portions of apple slices served. Nardone French Bread Pizza meals (26) and Grilled Chicken Caesar Salad meals (3) had access to additional vegetables. 26 meals (Sweet & Sour Chicken and Bagel Bag meals) did not have access to the full vegetable and fruit requirement under Serve Only. 26 meals taken back.</p> <p>Friday 1/14/2022 - 59 meals claimed, 59 - 1/2C portions of carrots served. Students receiving Pizzeria Pizza (57) contained additional vegetables to meet the vegetable requirement under Serve Only. Bagel Bag meals (2) contained no additional vegetables leading to a portion size issue for vegetables. 2 meals are taken back.</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 (On-Site Assessment Tool - Site) (901H)	Academy 360 Lower School-1421	901	03/18/2022	CAP Accepted

SPECTRUM 360-01409375 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Jill Logan 03/21/2022 08:56 AM CAP Accepted				
	Corrective Action Plan: Submitted by SCOTT TRIOLA 03/18/2022 04:30 PM The on-site accountability review was completed and the forms have been uploaded in SOARS for your review. The waiver allowed this to be conducted off-site and we were able to review and monitor the accountability while keeping socially distanced. This was completed on 3/4/22 For corrective action, on-site review of the programs will be conducted using the appropriate accountability forms for applicable programs. This will be conducted by the Business Manage or designee prior to February 1st annually and records will be maintained in the Business Office.				
	Flagged by Jill Logan 02/18/2022 11:19 AM				
	All SFAs must conduct an on-site accountability review of lunch and breakfast prior to February 1st each school year. For school year 2021-2022, for those SFAs operating under the Seamless Summer Option (SSO), SFAs must utilize Site Monitoring Form #410. The on-site monitoring waiver under the COVID-19: Child Nutrition Response #94 waives the requirement that onsite monitoring must be completed onsite. The waiver does not waive the SFA monitoring requirement. This waiver is in effect until 30 days after the end of the public health emergency, declared by the Untied States Department of Health and Human Services. Accountability reviews must be conducted by an SFA employee. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.				
	<p>Indicate the date of implementation.</p>				

Report Selections

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