

## ROSEVILLE COMMUNITY CHARTER SCHOOL-08006058 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Meal Counting and Claiming	Meal Counting and Claiming (On-Site Assessment Tool) (314H)	ROSEVILLE COMMUNITY CHARTER SCHOOL-08006058	314	04/14/2022	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 04/18/2022 10:51 AM CAP Accepted				
	Corrective Action Plan: Submitted by NADEISHA GREENE 04/08/2022 11:55 AM Roseville's user management in SNEARS was modified and approved on March 14, 2022. Detailed information for updating the user management section in SNEARS has been added to the school's operations manual and emailed out to the frontline staff members.				
	Flagged by Corinne Santos-Hernandez 03/14/2022 11:40 AM The SFA must have the user management section in SNEARS up to date with the correct users for the district. The Schedule A must be revised and approved to reflect that all current user management information is valid for the current school year. 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.				
	Corrective Action Plan: Removed by Corinne Santos-Hernandez 03/11/2022 08:57 AM CAP Removed				
	Flagged by Corinne Santos-Hernandez 03/14/2022 09:27 AM The SFA must have the user management section in SNEARS up to date with the correct users for the district. The Schedule A must be revised and approved to reflect that all current user management information is valid for the current school year. 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.				
	Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	ROSEVILLE COMMUNITY CHARTER SCHOOL-08006058	800	04/14/2022
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 04/18/2022 10:50 AM CAP Accepted				
	Corrective Action Plan: Submitted by NADEISHA GREENE 04/05/2022 12:16 PM Non-discrimination statement has been added to the school's website effective March 21, 2022. The information has also been added to our School Operations Manual effective March 2022.				
	Flagged by Corinne Santos-Hernandez 03/14/2022 11:39 AM 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: <a href="https://www.nj.gov/agriculture/divisions/fn/pdf/form213.pdf">https://www.nj.gov/agriculture/divisions/fn/pdf/form213.pdf</a> 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. Indicate the date of implementation.				
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	ROSEVILLE COMMUNITY CHARTER SCHOOL-08006058	806	04/14/2022	CAP Accepted

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<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 04/18/2022 10:50 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by NADEISHA GREENE 04/08/2022 11:41 AM				
	The Civil Rights training date and information was added to the School Operations Manual. Also the Civil Rights training was added to the frontline staff's calendar for a completion date of September 12, 2022.				
<b>Corrective Action History</b>	Flagged by Corinne Santos-Hernandez 03/14/2022 11:39 AM				
	Civil Rights training must be provided on an annual basis by September 30, 2021 to all frontline staff and those employees who supervise frontline staff. This was outlined in the NJ Back to School Reminders for School Year 2021-2022 Memo dated September 13, 2021 as well as Certified as part of the Annual Application packet (SNP Attestations). "Frontline staff" are defined as all employees who interact with Child Nutrition program applicants or participants. Acceptable training methods include the recently updated Civil Rights for School Nutrition Program Professionals webinar and the Civil Rights Self-Study Guide found in SNEARS. The SFA must keep documentation of the annual training that includes staff who attended, date of training and topics covered.				
	Training was completed in November 2021 for all frontline staff.				
	Explain, in detail, the measures taken to ensure that training will be completed prior to the deadline in subsequent years.				
Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	ROSEVILLE COMMUNITY CHARTER SCHOOL-08006058	1005	04/14/2022	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 04/18/2022 10:50 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by NADEISHA GREENE 04/13/2022 02:09 PM				
	The wellness policy was reviewed at the board meeting on March 23, 2022. The most recent assessment tool has been uploaded.				
<b>Corrective Action History</b>	Flagged by Corinne Santos-Hernandez 03/14/2022 11:39 AM				
	A copy of the most recent assessment of the implementation of the local school wellness policy was not provided. However, a copy of the Wellness Policy Evaluation Checklist that was conducted from school year 2011-2012 was provided. The wellness policy must be assessed by the wellness committee, at least once a school year. Provide the date the assessment was completed. In addition, upload a copy of the most recent assessment to the documents tab using the revised form #357 from August 2017.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	ROSEVILLE COMMUNITY CHARTER SCHOOL-9234	410	04/14/2022	CAP Accepted

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Corinne Santos-Hernandez 04/18/2022 10:51 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by NADEISHA GREENE 04/13/2022 02:27 PM</p> <p>This finding has been corrected. Uploaded you will find the production record for the week of March 14, 2022. Also, attached you will find the letter from Karson regarding serving two types of milks. This compliance information has been added to our school operation manual. Also, training has been completed on the Production Record.</p>				
	<p>Flagged by Corinne Santos-Hernandez 03/14/2022 11:40 AM</p> <p>SFA has a vended contract with Karson Food Service, Inc. Production records are completed from the vendor with the menu items, product name, creditable meal component contribution, portions planned and milk temperature. The production records and invoice for both meals (breakfast and lunch) are delivered daily but the invoice only documents one type of milk (1% white milk). The SFA was not aware to complete the production records after meal service to document the total meals (reimbursable meals) with the total milk usage. Due to the production records not being completed properly, photos of the 2 milk types and food for breakfast and lunch from the meal service were uploaded as documentation to back up the 2 milk variety that is offered and served to the students. SFA will inform the vendor to document in details the two types of milk that is delivered and offered to the students. Recommended to sponsors to watch the webinar series for Meal Pattern and Nutritional Quality as part of the corrective action plan so this does not repeat and will be corrected for the next administrative review. In addition, advised sponsor to have the vendor include detailed information for the milk type to include both milk served to students.</p> <p>At breakfast and 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. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations. 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>				
<p>Food Safety, Storage and Buy American</p>	<p>Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)</p>	<p>ROSEVILLE COMMUNITY CHARTER SCHOOL-9234</p>	<p>1405</p>	<p>04/14/2022</p>	<p>CAP Accepted</p>

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<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 04/18/2022 10:51 AM CAP Accepted				
	Corrective Action Plan: Submitted by NADEISHA GREENE 04/05/2022 12:16 PM The SFA has completed two food inspections within the school year. The same certificate was uploaded twice in error. The SFA food inspection is typical conducted in November/December and May of each school year.				
	Flagged by Corinne Santos-Hernandez 03/14/2022 11:39 AM				
	SFA did not have both food safety inspections for the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections.  SFA did not have documentation indicating that two food safety inspections were requested in the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected. SFA did not have both food safety inspections for the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected.				

**Report Selections**

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