

Technical Assistance Log

ELYSIAN CHARTER SCHOOL-08006420

TA Date	TA Log #	TA Area	Form	Question	SFA Title	SFA Contact	Reviewer	SFA Access
06/15/2022	2615	Reporting and Recordkeeping (On-Site Assessment Tool) (1500H)			FSD	Susan Gilbertson - FSD	Corinne Santos-Hernandez	<input checked="" type="checkbox"/>
How Provided	Email			Comments	<p>The SFA is a serve only site with vended meals from NuWay. Production records need revision on creditable meal component contribution. They are as follows:</p> <p>May 9, 2022- Lean Beef Taco Meat - 2.5 oz meat/meat alternate, veg alt bean and cheese burrito - 2 grains May 12, 2022 - Veg alt WG Cheese Quesidilla - 2.5 meat/meat alternate May 13, 2022 - Turkey and Cheese on WW Bread - 3.5 oz portion size with 2.5 oz meat/meat alternate</p>			

ELYSIAN CHARTER SCHOOL-08006420 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	ELYSIAN CHARTER SCHOOL-08006420	806	07/20/2022	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 06/27/2022 10:11 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by SUSAN GILBERTSON 06/23/2022 12:42 PM				
	My two lunch ladies and myself, the food service director, all took the Civil Rights training in November We did miss the Sept. 30th deadline. We used the printed pamphlet and the webinar training provided in SNEARS. In the future, all staff will be sure to complete Civil Rights training by the Sept. 30th deadline, or whatever deadline is set by the Dept of AG. As the director, I will have this be a part of school opening procedures to be completed before school begins.				
	Flagged by Corinne Santos-Hernandez 06/20/2022 10:41 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.					
Professional Standards	Professional Standards (Off-Site Assessment Tool) (1200H)	ELYSIAN CHARTER SCHOOL-08006420	1205	07/20/2022	CAP Accepted

ELYSIAN CHARTER SCHOOL-08006420 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p>Corrective Action History</p>	<p>Corrective Action Plan: Accepted by Corinne Santos-Hernandez 06/27/2022 10:12 AM CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by SUSAN GILBERTSON 06/23/2022 12:56 PM I uploaded the wrong certificate. As the Food Service Director, I did complete the Serv Safe Certification on 22/25/2022, certificate # 21728298. My apologies for the over site in uploading the wrong documents. I have added the correct certificate now.</p>				
	<p>Flagged by Corinne Santos-Hernandez 06/20/2022 10:42 AM According to the Schedule A, Susan Gilbertson, is listed as the Food Service Director. Susan's food safety certification from ServSafe was completed on May 18, 2017 therefore exceeds five years. The date of expiration was May 18, 2022. The SFA must indicate in the corrective action the specific steps and time frames for the food service director to complete the food safety training. Explain, in detail, the specific steps that will be taken to meet the training requirement and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.</p>				
<p>Meal Components and Quantities - Review Period</p>	<p>Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)</p>	<p>ELYSIAN CHARTER SCHOOL -3057</p>	<p>410</p>	<p>07/20/2022</p>	<p>CAP Accepted</p>

ELYSIAN CHARTER SCHOOL-08006420 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	<p>Corrective Action Plan: Accepted by Corinne Santos-Hernandez 06/27/2022 10:12 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by SUSAN GILBERTSON 06/23/2022 01:06 PM</p> <p>The box lunches did contain milk - I opened the boxes and checked them myself. However, the milk was not noted on our vendor, Nu Way's Production Record and Elysian failed to also note the inclusion of milk on our in house production records. I have been in touch with Nu Way to advise them that some of their meal equivalencies are not being noted correctly, and that we both missed the inclusion of milk on production records for the day of the box lunches, even though milk was included in the box lunch.</p> <p>We will try to be more observant and detail oriented with production records next year.</p>				
	<p>Flagged by Corinne Santos-Hernandez 06/20/2022 10:42 AM</p> <p>At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture's Form web site for specific component and minimum quantity requirements. May 13, 2022- there were 12 boxed lunches served for students who went on a field trip. These boxed lunches did not contain a milk component.</p> <p>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>				

Report Selections

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