

# Technical Assistance Log

HUDSON CO VOC BD OF ED-01702295

TA Date	TA Log #	TA Area	Form	Question	SFA Title	SFA Contact	Reviewer	SFA Access
06/22/2022	2617	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	Meal Components and Quantities - Review Period	410	Food Service Coordinator	Mario Rodriguez	Jill Dailey	<input checked="" type="checkbox"/>
<b>How Provided</b>	Phone			<b>Comments</b>	Production records must document how each menu item contributes to the meal pattern based on supporting crediting documentation. Foods items like fruit should be listed out separately as how they contribution to the meal pattern depends on their size and/or portion. The reimbursable meal column on the production record should document all students regardless of eligibility status and only a la carte and adult meals should be documented in the non-reimbursable column on the production record. Lastly, the production records should be reviewed and signed daily by either a food service manager or director. It is strongly recommended to have all staff watch the NJDA webinar on production records located in SNEARS.			
06/22/2022	2614	SFA/Sponsor On-Site Monitoring (On-Site Assessment Tool - Site) (901H)	SFA/Sponsor On-Site Monitoring	901	Food Service Coordinator	Mario Rodriguez	Jill Dailey	<input checked="" type="checkbox"/>
<b>How Provided</b>	Phone			<b>Comments</b>	Question #10 on the on-site SSO Monitoring Forms for lunch and breakfast asks, "Does the attendance of students for the day, exceed the meal counts for the day?" For each site's breakfast and lunch monitoring form the response was "No", but according to the documented "Attendance of Students" and "Total Meals Served" the attendance of students does exceed the total meals served for each meal type and site. This is important because if more meals were served and claimed then the number of students in attendance for the day this would indicate multiple meals per students being claimed.			

## HUDSON CO VOC BD OF ED-01702295 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	EXPLORE MIDDLE SCHOOL-11454	409	07/25/2022	CAP Accepted
	<p>Corrective Action Plan: Accepted by Jill Dailey 07/05/2022 11:33 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by ASUNCION LOS BANOS 07/01/2022 12:34 PM</p> <p>Starting September 7, 2022 for the 2022-2023 school year, HCST will insure the lunch meal pattern is followed where each student is served daily (Monday to Friday) 1/2 cup of fruit, 3/4 cup of vegetables, 1 oz of whole grain, 1 oz of meat or meat alternative, 1 cup of 1% milk as per Form 198. Documentation of the production records will be more carefully completed as per the instructions on Form 83 (Daily HACCP Menu Production Record and Instructions). We will also review the resource available on SNEARS called "Nutritional Quality Series Webinar #3: Daily Menu Production Record". We will also reviewed the CN Labeling/Product Formulation on the resource page of the SNEARS website. We will use these information to support the daily production record.</p>				
	<p>Corrective Action Plan: Rejected by Jill Dailey 07/01/2022 09:29 AM</p> <p>Please provide a date of implementation. Thank you.</p>				
	<p>Corrective Action Plan: Submitted by ASUNCION LOS BANOS 06/29/2022 11:13 AM</p> <p>HCST will insure the lunch meal pattern is followed where each student is served daily (Monday to Friday) 1/2 cup of fruit, 3/4 cup of vegetables, 1 oz of whole grain, 1 oz of meat or meat alternative, 1 cup of 1% milk as per Form 198. Documentation of the production records will be more carefully completed as per the instructions on Form 83 (Daily HACCP Menu Production Record and Instructions). We will also review the resource available on SNEARS called "Nutritional Quality Series Webinar #3: Daily Menu Production Record". We will also reviewed the CN Labeling/Product Formulation on the resource page of the SNEARS website. We will use these information to support the daily production record.</p>				

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<p><b>Corrective Action History</b></p>	<p>Flagged by Jill Dailey 06/23/2022 11:16 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>During the week of review, at lunch, fruit is not documented on the production records and therefore unable to determine if this component was offered and made available to students. Also, students taking a deli sandwich or burger did not have access to the vegetable of the day on days a vegetable of the day was available.</p> <p><b>Monday</b> - 86 meals disallowed no access to fruit. (28 students taking deli sandwiches or burgers did not have access to the green beans &amp; carrots - already included in the 86 disallowed meals)</p> <p><b>Tuesday</b> - 82 meals disallowed no access to fruit. (26 students taking deli sandwiches or burgers did not have access to the green beans &amp; carrots (mixed vegetable) - already included in the 82 disallowed meals)</p> <p><b>Wednesday</b> - 102 meals disallowed no access to fruit. (30 students taking deli sandwiches or burgers did not have access to the broccoli - already included in the 102 disallowed meals)</p> <p><b>Thursday</b> - 83 meals disallowed no access to fruit. Also, no vegetable of the day planned. Only students receiving vegetable quesadilla and vegetable rice received 1/4C of vegetables. (17 students has no access to vegetables and 66 meals were insufficient for vegetables - already included in the 83 disallowed meals)</p> <p><b>Friday</b> - According to the production records, students receiving the main entrée of pizza received a yogurt parfait with dried cranberries and raisins - based on the recipe credits to 1.5C of fruit. Students taking a deli sandwich or burger had no access to fruit or the tossed salad served to those students receiving the main pizza entrée. 6 meals disallowed.</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><b>Indicate the date of implementation.</b></p>
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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	EXPLORE MIDDLE SCHOOL-11454	410	07/25/2022	CAP Accepted
<p>Corrective Action Plan: Accepted by Jill Dailey 07/01/2022 09:28 AM</p> <p>CAP Accepted</p> <hr/> <p>Corrective Action Plan: Submitted by ASUNCION LOS BANOS 06/29/2022 11:18 AM</p> <p>Starting September 7, 2022, HCST will implement portion sizes planned for each component to meet both daily and weekly minimum requirements for each appropriate grade group for lunch (Form 198) and breakfast (Form 91). We will also use the resources in SNEARS under CN Labeling/Product Formulation for menu planning and production record documentation.</p>					

# HUDSON CO VOC BD OF ED-01702295 - Corrective Action Report (Detail)

<b>Corrective Action History</b>	<p>Flagged by Jill Dailey 06/23/2022 11:17 AM</p> <p>At lunch and breakfast, 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. 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>For the week of review at both lunch and breakfast, proper supporting crediting documentation (including CN Labels, PFS, Nutrition Facts Labels..etc.) were missing for the majority of menu items and therefore could not determine how each menu item credited and contributed to the meal pattern. A few examples at lunch include, veggie burger, egg rolls, chicken tenders, pizza, and deli meats. A few examples at breakfast include, turkey bacon and missing manufacturer label or picture of box for waffles/pancakes.</p> <p>For SY 2021-2022, 100% of all grain items offered must meet the whole-grain rich criteria. Submitted documentation for items served at both breakfast and lunch showed that several items did not meet this criteria including, but not limited to, waffles and pancakes served at breakfast and the pasta used for pasta salad and Big Daddy's Pizza served for lunch.</p> <p>Also, during the week of review at lunch, the legume, red/orange, and starchy vegetable sub-groups were missing. The site was also insufficient for vegetables on Thursday and because of lack of supporting crediting documentation was unable to determine how Friday's tossed salad credited towards the meal pattern.</p> <p>At breakfast, daily offerings of oatmeal and cereal met crediting requirements for the daily grains 1 ounce equivalent, but did not meet the weekly requirement. These daily breakfast offerings are therefore insufficient for weekly grain requirements.</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.</p> <p><b>Indicate the date of implementation.</b></p>				
	Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)	EXPLORE MIDDLE SCHOOL-11454	1405	07/25/2022

## HUDSON CO VOC BD OF ED-01702295 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Jill Dailey 07/01/2022 09:27 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by ASUNCION LOS BANOS 06/29/2022 11:00 AM				
	<p>For all future sanitation inspection request, HCST will document phone, email, and mail communications. We will request for these inspections at least twice during each school year. The food safety inspection request will be conducted by a State or local governmental agency responsible for food safety inspections.</p> <p>Flagged by Jill Dailey 06/23/2022 11:14 AM</p> <p>SFA did not have both food safety inspections for the current school year. 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.</p> <p>The two most recent sanitation inspections for Explore Middle School submitted for the AR were 8/2020 and 6/2022. The SFA was unable to provide written documentation that they reached out to the local health department requesting two inspections for the current school year.</p> <p><b>Describe in the corrective action how this will be corrected.</b></p>				

**Report Selections**

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