

# DUNELLEN BD OF ED-02301140 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period	LINCOLN MIDDLE SCHOOL	325	07/20/2020	CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Fatima Malik 07/02/2020 10:25 AM	CAP Accepted			
	CAP Submitted MICHAEL STRATTON 07/02/2020 09:04 AM	All lunch counts will be reviewed and verified on the production records prior to submitting and certifying the monthly claims. The supervisor will conduct a Production Record and Meal Claiming review class prior to the start of every school year to go over proper meal counting and claiming. The date of implementation was 6.20.20.			
	Flagged Fatima Malik 06/19/2020 01:33 PM	<p>Lunch counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim. 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>Production records for daily lunch meals were used to determine the total meals served each day of the review week. The production record was then compared to the edit check worksheet. On February 27th at lunch- there was an under claim of 1 meal. Based on the production record 196 reimbursable meals were served whereas in the edit check worksheet 195 were claimed.</p>			