

EDISON TWP BD OF ED-02301290 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	EDISON TWP BD OF ED-02301290	803	02/15/2022	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lea Berry 02/10/2022 10:51 AM CAP Accepted				
	Corrective Action Plan: Submitted by Ann Kluck 01/13/2022 11:15 AM The Superintendent will submit the USDA Program Discrimination Complaint Form (#148) for each alleged discrimination in the school meal program via email to program.intake@usda.gov.				
	Flagged by Lea Berry 01/10/2022 11:57 AM SFAs must have a procedure for receiving and processing complaints alleging discrimination in the school meal programs. Complaints can be verbal or written.. The USDA Program Discrimination Complaint Form (#148) can be used and is available on the Department Of Agriculture web site at: www.nj.gov/agriculture/applic/forms/#5. Civil rights complaints can either be sent to the New Jersey Division of Food and Nutrition which is turn will forward the complaint to the Civil Rights Division of the Regional USDA Food and Nutrition Services Office. Complaints can also be sent directly to the U.S. Department of Agriculture by (1) mail: Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. 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 Lea Berry 01/10/2022 11:57 AM				
	Flagged by Lea Berry 11/16/2021 10:57 AM SFAs must have a procedure for receiving and processing complaints alleging discrimination in the school meal programs. Complaints can be verbal or written.. The USDA Program Discrimination Complaint Form (#148) can be used and is available on the Department Of Agriculture web site at: www.nj.gov/agriculture/applic/forms/#5. Civil rights complaints can either be sent to the New Jersey Division of Food and Nutrition which is turn will forward the complaint to the Civil Rights Division of the Regional USDA Food and Nutrition Services Office. Complaints can also be sent directly to the U.S. Department of Agriculture by (1) mail: Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. 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.				
	SFA On-Site Monitoring	SFA/Sponsor On-Site Monitoring (Off-Site Assessment Tool) (900H)	EDISON TWP BD OF ED-02301290	900	01/14/2022
Corrective Action History	Flagged by Lea Berry 02/10/2022 11:10 AM All SFAs being reviewed were required to complete the SSO On-Site Accountability Form (410) for both breakfast and lunch for each site prior to being audited. Please upload each sites breakfast and lunch SSO On-Site Accountability Form (410) as part of the corrective action.				
	Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	BENJAMIN FRANKLIN-1259	410	02/15/2022
	Corrective Action Plan: Accepted by Lea Berry 02/10/2022 11:09 AM CAP Accepted				

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<p>Corrective Action History</p>	<p>Corrective Action Plan: Submitted by Armida Caldwell 01/24/2022 11:58 AM</p> <p>The beans/peas subgroup was not met for the week. According to the recipe provided, you must serve a 2/3 cup of the bean and corn salad for it to equal a 1/2 cup. A half of cup was provided which means only 1/4 cup was met for the week.</p> <p><i>Please see the attached document titled, "2 Week Vegetable and Fruit Rotations- Elementary Schools". We also created one for middle schools and high schools. As you will see, appropriate portion sizes are printed next to the vegetable/ fruit. This rotation schedule, based on grade level, is currently posted in all of our kitchens. Trainings have been completed to ensure all staff understand the importance of following the schedule and offering a variety of fruits and vegetables throughout the week as well as offering the correct portion sizes.</i></p> <p><i>Our Resident Dietitian has created a weekly production record audit schedule to ensure all production records are being completed accurately throughout the district.</i></p> <p>The daily swap outs are not meeting the weekly vegetable subgroup requirements. According to the recipe carrots are being put in the bags daily. I would suggest putting the half cup of fruit requirement in the bag and then let the students choose from the daily vegetable requirements. The meal pattern is 3/4 cup for vegetables. Even if you provide the carrots in the bag the students must be allowed to take another serving. The students need to know this.</p> <p><i>Please see the attached document titled, "Maschio's Daily Breakfast Bag and Swap Out Guideline". This was created in order to ensure our middle and elementary schools serve the appropriate portions of vegetables and fruits throughout the week. This form is a guideline for the kitchen, not posted on serving lines. The bags are prepared with a 1/2 cup of fruit and a 2.6 ounce bag of baby carrots. As the students make their way through the lunch line, they are given the option to select another fruit or vegetable. So a student can select a muffin bag swap out and decide they would like to have another vegetable and fruit as well.</i></p> <p><i>Please see the attached document titled, "Make it a Free Meal". This sign is posted around every serving line and near every register.</i></p> <p><i>Please see the attached document titled, "Swap Out Meal OVS". This sign is posted at every elementary school serving line so students who select the swap out of the day know they can also take an additional fruit and/or vegetable.</i></p> <p>Celery should be documented on the production record under the portions size as number of sticks. With what is being purchased 6 sticks would be a half a cup.</p> <p><i>Please see the attached document titled, "2 Week Vegetable and Fruit Rotations- Elementary School". You will see that where celery is listed there is also a portion size listed as 6 sticks per serving. Production records will be monitored for accuracy.</i></p>

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	<p>Flagged by Lea Berry 02/10/2022 11:13 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.</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. 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 issues -</p> <p>The beans/peas subgroup was not met for the week. According to the recipe provided, you must serve a 2/3 cup of the bean and corn salad for it to equal a 1/2 cup. A half of cup was provided which means only 1/4 cup was met for the week.</p> <p>The daily swap outs are not meeting the weekly vegetable subgroup requirements. According to the recipe carrots are being put in the bags daily. I would suggest putting the half cup of fruit requirement in the bag and then let the students choose from the daily vegetable requirements. The meal pattern is 3/4 cup for vegetables. Even if you provide the carrots in the bag the students must be allowed to take another serving. The students need to know this.</p> <p>Celery should be documented on the production record under the portions size as number of sticks. With what is being purchased 6 sticks would be a half a cup.</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.</p>				
	SFA/Sponsor On-Site Monitoring	SFA/Sponsor On-Site Monitoring (On-Site Assessment Tool - Site) (901H)	BENJAMIN FRANKLIN-1259	901	02/15/2022

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lea Berry 02/10/2022 10:50 AM CAP Accepted				
	Corrective Action Plan: Submitted by Armida Caldwell 01/24/2022 11:58 AM A completed SSO Site Monitoring Form for each site has been uploaded to Documents. There are three files containing completed SSO Site Monitoring Forms. Flagged by Lea Berry 01/07/2022 03:12 PM All SFAs must conduct an SSO on-site accountability review of lunch and breakfast prior to the Administrative Review this year. The SSO On-Site Accountability Review Form (#410) must be used. Accountability reviews must be conducted by an SFA employee. Here is a link to the form. https://www.nj.gov/agriculture/applic/forms/Form%20410%20SSO%20Monitoring.pdf Upload all completed assessments as part of corrective action.				
SFA/Sponsor On-Site Monitoring	SFA/Sponsor On-Site Monitoring (On-Site Assessment Tool - Site) (901H)	WOODROW WILSON MIDDLE-1258	901	02/15/2022	Flagged
Corrective Action History	Flagged by Lea Berry 02/10/2022 11:10 AM All SFAs being reviewed were required to complete the SSO On-Site Accountability Form (410) for both breakfast and lunch for each site prior to being audited. Please upload each sites breakfast and lunch SSO On-Site Accountability Form (410) as part of the corrective action.				

Report Selections

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