

HAZLET TWP BD OF ED-02502105 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|---|------------|------------|--------------|
| Civil Rights | Civil Rights | | 810 | 04/12/2020 | CAP Accepted |
| Corrective Action History | CAP Accepted Dianne Kennedy 06/11/2020 10:43 AM | CAP Accepted | | | |
| | CAP Submitted James Thorn 06/10/2020 03:53 PM | The final letter for the 5 Verified families had the full non-discrimination statement as a 2nd page - we are attaching here. Our procedure and forms from Realtime have the full disclosures. This was corrected on March 10, 2020 - see page 2 of the non-discrimination statement attached. | | | |
| | Flagged Dianne Kennedy 03/12/2020 11:50 AM | <p>The current USDA non-discrimination statement must be included on all program materials/documents distributed to households or posted on the SFA's website. The current statements [regular and shortened version for limited space (Form #213)], are available on the Department of Agriculture Forms web site or at the following link: http://www.fns.usda.gov/fns-nondiscrimination-statement.</p> <p>The final "We Have Checked Your Application" Form #244 verification letter did not have the full non-discrimination statement. Any program material that includes an eligibility determination must include the full statement.</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. Indicate the date of implementation.</p> | | | |
| Verification | Verification | | 208 | 04/12/2020 | CAP Accepted |

HAZLET TWP BD OF ED-02502105 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|--|--|--|------------|------------|--------------|
| Corrective Action History | CAP Accepted Dianne Kennedy 06/11/2020 10:43 AM | CAP Accepted | | | |
| | CAP Submitted James Thorn 06/10/2020 03:54 PM | <p>Confirming Official reviewed and approved, but since there was not line for Confirming Official signature, therefore it was not signed.</p> <p>Christopher Mullins has now gone back and signed the 5 Verification trackers where I confirmed the verified amounts and he confirmed the findings were correct. Please advise if you would like us to scan and attach.</p> <p>Going forward for future Verification, the Confirming Official will sign regardless of signature line provided.</p> | | | |
| | Flagged Dianne Kennedy 03/12/2020 11:50 AM | <p>A confirmation review of the applications selected for verification must be conducted by the Confirming Official. Documentation that a confirmation review took place must be documented by either checking the confirmation review box on the top of the the Verification Tracker and/or the confirming official must sign and date the application.</p> <p>Written documentation that a confirmation review was conducted was unavailable.</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. Indicate the date of implementation.</p> | | | |
| Meal Components and Quantities - Review Period | Meal Components and Quantities - Review Period | SYCAMORE DRIVE SCHOOL | 410 | 04/12/2020 | CAP Accepted |

HAZLET TWP BD OF ED-02502105 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|--|-----------|------------|----------|---|
| Corrective Action History | CAP Accepted Dianne Kennedy 06/11/2020 10:42 AM | | | | CAP Accepted |
| | CAP Submitted James Thorn 05/28/2020 10:31 AM | | | | The proper grain requirement with chicken nuggets is being met with additional whole grain product, Whole grain dinner roll, Pretzel rods, or whole grain bread stick. The recipe is followed and production logs reflect the necessary required grains for proper age group. Staff has been trained and instructed in the meal requirements and production logs. Moving forward the grain requirement will be met. We have performed a front line training for this meal as well as other meals where a supplemental grain may be required to be served by the staff. Lunch Meal Pattern charts were part of the training and I have performed follow up. This will be a part of our future training's in September with all staff in Hazlet Schools. |
| | Flagged Dianne Kennedy 03/12/2020 11:52 AM | | | | Week of Review (2/3/20-2/7/20): Chicken Nuggets were served as a alternate meal with no additional grain. According to the production records, five chicken nuggets yield to 2oz grain equivalents. However, the CN label read that five chicken nuggets yields to 1 oz grain equivalent. Therefore, the weekly grain requirement for that meal was not met. 84 chicken nuggets were served for the week of review. At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. The production records must document that both daily and weekly minimum quantities correctly for each component 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. 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. 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. |
| Professional Standards | Professional Standards | | 1206 | | CAP Removed |
| Corrective Action History | CAP Removed Dianne Kennedy 03/09/2020 03:04 PM | | | | CAP Removed |
| | Flagged James Thorn 10/11/2019 02:43 PM | | | | |
| Professional Standards | Professional Standards | | 1203 | | CAP Removed |
| Corrective Action History | CAP Removed Dianne Kennedy 03/09/2020 03:03 PM | | | | CAP Removed |
| | Flagged James Thorn 10/11/2019 02:36 PM | | | | |