

## SHORE REG HS DIST-02504760 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	SHORE REG HS DIST-02504760	126	01/23/2023	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 02/03/2023 08:07 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Corey Lowell 02/01/2023 01:03 AM				
	Guardian has not been able to verify case #. Student status changed to paid.				
	Corrective Action Plan: Rejected by Lorena Paredes 01/23/2023 07:30 PM				
	Please double-check Case Number as this number does not meet the criteria for a valid NJ SNAP case number.				
	Corrective Action Plan: Submitted by Corey Lowell 01/23/2023 07:19 PM				
	The case number is [REDACTED] District officials will ensure that all case numbers follow the accepted format going forward.				
	Corrective Action Plan: Rejected by Lorena Paredes 01/23/2023 07:09 PM				
	Application #22230002 (student with initials [REDACTED]) has incorrect case number with ten digits. Correct case numbers begin with "C", "S", or "G" followed by six numeric characters and can sometimes end with a three-digit county code for a total of either six or nine digits.				
Corrective Action Plan: Submitted by Corey Lowell 01/23/2023 01:59 PM					
As of 1/17/23, all application errors were corrected including missing signatures, missing SSN, and incorrect case number for TANF. For 2023-2024, the certifying officer will review all applications after the determining official.					
Flagged by Lorena Paredes 12/19/2022 10:59 PM					
Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors.					
The number of Certification and Benefit Errors are greater or equal to 10%, therefore an Independent Review of applications must be completed for next school year. More details will be					

## SHORE REG HS DIST-02504760 - Corrective Action Report (Detail)

	provided at a later time.				
Verification	Verification (Off-Site Assessment Tool) (200H)	SHORE REG HS DIST-02504760	200	01/23/2023	CAP Removed
<b>Corrective Action History</b>	<p>Corrective Action Plan: Removed by Lorena Paredes 12/19/2022 10:56 PM</p> <p>CAP Removed</p> <p>Flagged by Lorena Paredes 12/06/2022 03:53 PM</p> <p>The SFA must only verify the number of applications indicated in Part 1 of the Verification Collection Report in SNEARS.</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 (Off-Site Assessment Tool) (200H)	SHORE REG HS DIST-02504760	201	01/23/2023	CAP Accepted

## SHORE REG HS DIST-02504760 - Corrective Action Report (Detail)

<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 01/23/2023 07:10 PM			
	CAP Accepted			
	Corrective Action Plan: Submitted by Corey Lowell 01/23/2023 02:00 PM			
	In December, the hearing officer was updated to Jon Warner in the Letter to Parent online. Mr. Warner is the Director of Guidance. This is also the plan for 2023-2024 and going forward.			
	Flagged by Lorena Paredes 12/19/2022 10:50 PM			
	Corey Lowell is stated as the Hearing Officer. When a hearing occurs, it must be conducted and the decision made by a hearing official who did not participate in making the decision under appeal <b>or</b> in any previously held conference. This includes verifying or confirming applications.			
	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.			
Verification	Verification (Off-Site Assessment Tool) (200H)	SHORE REG HS DIST-02504760	202	01/23/2023 CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 01/23/2023 07:23 PM			
	CAP Accepted			
	Corrective Action Plan: Submitted by Corey Lowell 01/23/2023 01:56 PM			
	The finding was corrected in December by listing Jon Warner, the Director of Guidance, as the hearing officer. The Letter to Parent was updated in SNEARS in December. This is also the corrective action plan going forward into 2023-2024.			
	Flagged by Lorena Paredes 12/19/2022 06:01 PM			
	Corey Lowell is stated as the Confirming and Hearing Officer. When a hearing occurs, it must be conducted and the decision made by a hearing official who did not participate in making the decision under appeal <b>or</b> in any previously held conference. This includes verifying or confirming applications. Hearing Officer cannot have any other role in determining of applications. Determining Officer and Verifying Officer can be the same individual. Confirming Officer must be different and Hearing Officer must be a separate individual as well.			
	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.			

## SHORE REG HS DIST-02504760 - Corrective Action Report (Detail)

Verification	Verification (On-Site Assessment Tool) (207H)	SHORE REG HS DIST-02504760	209	01/23/2023	CAP Accepted
<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Lorena Paredes 01/23/2023 07:18 PM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Corey Lowell 01/23/2023 01:57 PM</p> <p>The gross paystub was obtained on 1/10/23. The gross weekly pay is █████, which still qualifies the family for free meals. Staff involved with the verification process will view the recorded webinar early in 23-24 to ensure this does not reoccur in the future.</p> <p>Flagged by Lorena Paredes 12/19/2022 06:02 PM</p> <p>Application #2223020 was verified incorrectly. SFA used net pay instead of gross pay for verification of application. The SFA must contact household to obtain detailed paystub and complete the verification process according to guidelines established in The Eligibility Manual for School Meals. It is recommended that staff responsible for the verification process view the recorded Verification webinar available under the Training tab in SNEARS.</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 - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	SHORE REGIONAL HIGH SCHOOL-209331	402	01/23/2023	CAP Accepted
<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Lorena Paredes 01/23/2023 06:11 PM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Jacki Wagner 12/20/2022 01:25 PM</p> <p>Staff have been retrained to check packaging size sent from produce vendor to ensure package size for carrots is at least 2.6oz, and will include 2 packs when we are sent the smaller 1.6 oz pack size. Also reviewed offer vs serve guidelines and recipes to make sure all components are being included in pre-packed menu items in the appropriate and required portion sizes.</p> <p>Flagged by Lorena Paredes 12/19/2022 06:02 PM</p> <p>Ham and cheese sub package contained only one 1.6 oz. bag of carrots. 2.6 oz. is needed to equal 1/2 cup serving of vegetable. Prior to the sale of any ham and cheese sub meal, food service was informed and two 1.6 oz. bag of carrots were</p>				

## SHORE REG HS DIST-02504760 - Corrective Action Report (Detail)

then given to fulfill 1/2 cup vegetable requirement

Portion sizes offered for each required lunch component must meet daily and weekly minimum requirements for the appropriate grade group (K-5, 6-8, K-8, 9-12). When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture Forms web site for specific requirements. To determine the creditable amount for each menu item's contribution to the meal pattern, refer to the following resources: Child Nutrition (CN) Labels, Signed Manufacturers Product Formulation Statements, USDA Food Buying Guide, Whole Grain Rich (WGR) Resource, USDA Foods Information Sheets.

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.

### **Report Selections**

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