

# JACKSON TWP BD OF ED-02902360 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period	LUCY N HOLMAN ELEM	409	03/14/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Corinne Santos-Hernandez 03/10/2020 09:50 AM	CAP Accepted			
	CAP Submitted JOSEPH IMMORDINO 03/09/2020 07:44 AM	<p>1. Our electronic Production records are in the process of being updated to comply with proper meal requirements and recipe numbers. In the mean time manual production records will be used to ensure accuracy.</p> <p>2. The Tostitos Scoops will no loner be available for lunch as an entree item. Scoops will be sold as an a la carte item only.</p> <p><b>Implementation date: 2/21/2020</b></p>			
	Flagged Corinne Santos-Hernandez 02/13/2020 02:36 PM	<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. 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>1. Production records are not documented with the proper meal component contribution for the menu item. These include: cold assorted cereal bags, deli sandwiches, turkey sausage (Jenny-O), bagel fun lunch bag, PB&amp;J fun lunch bag, tostitos scoops served with beef taco mix, Big Daddy Pizza, PB&amp;J sandwich, biscuit served with chicken nuggets, and peas and carrots. Advised that all production records should be revised with the correct meal component contribution.</p> <p>2. Tostitos scoops served with beef taco mix does not meet the grain requirements. Each bag is only .875 oz and does not meet the 1 oz grain equiv. This was served on January 9, 2020 for lunch.</p> <p>During the review period, Tostitos Scoops was served for the middle school and the elementary school with the beef taco mix. The tortilla scoops does not meet the grain ounce equiv. Each bag is a .875 oz. Production record is uploaded in the documents tab for review if needed. Portion size issue for grain did not meet for one day during the USDA lunch week menu.</p>			

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Section	Form subsection	Site Name	Question #	Due Date	Status
Dietary Specification Assessment Tool (On Site Observation)	Dietary Specification Assessment Tool (On Site Observation)	LUCY N HOLMAN ELEM	6	03/14/2020	CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Corinne Santos-Hernandez 03/10/2020 09:50 AM	CAP Accepted			
	CAP Submitted JOSEPH IMMORDINO 03/09/2020 07:44 AM	<p>Heavy Mayonnaise will be removed once item has been depleted and removed from our order guide. Low-fat, or Fat Free mayonnaise, sour cream, and dressings will be added to our order guide for dietary compliance.</p> <p><b>Implementation date: 2/21/2020.</b></p>			
	Flagged Corinne Santos-Hernandez 02/13/2020 02:38 PM	<p>Reduced-fat, low fat, or fat-free mayonnaise, sour cream, and/or salad dressings should always be offered instead of full-fat varieties. Technical assistance was provided.</p> <p>Heavy Mayonnaise was observed in the walk in fridge, condiment station and dry storage area.</p>			
Certification and Benefit Issuance	Certification and Benefit Issuance		126	03/14/2020	CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Corinne Santos-Hernandez 03/05/2020 03:11 PM	CAP Accepted			
	CAP Submitted JOSEPH IMMORDINO 02/27/2020 11:55 AM	<p>Both applications were on-line application. Our department caught the errors prior to the AR and contacted the families of the changes.</p> <p>Moving forward, as a fail-safe, our district implemented ALL on-line applications will be put in a pending status, until such time as we review the applications prior to final determination.</p> <p>This was completed by PaySchools (our POS administrator) on February 2/11/20.</p> <p><b>Implementation date: 2/11/2020</b></p>			
	Flagged Corinne Santos-Hernandez 02/13/2020 02:33 PM	<p>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 provided later in the school year regarding the process and expectations for the Independent Review.</p>			

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Offer vs Serve - Day of Review	Offer vs Serve - Day of Review	CARL W GOETZ MIDDLE SCH	502	03/14/2020	CAP Accepted
Corrective Action History	CAP Accepted Corinne Santos-Hernandez 03/05/2020 03:10 PM	CAP Accepted			
	CAP Submitted JOSEPH IMMORDINO 02/27/2020 11:55 AM	New signs have been printed and distributed to staff at next Manager's meeting.  <b>Implementation date: 2/21/2020</b>			
	Flagged Corinne Santos-Hernandez 02/13/2020 02:35 PM	Each serving line/serving area must have signage posted at or near the beginning of the serving line (or in classrooms, if applicable) identifying what constitutes a reimbursable meal. Schools using offer versus serve must identify what a student must select, including the requirement to take at least ½ cup fruit or vegetable. Note: Only posting a menu does not meet requirements. A sample sign (Form 300) is available on the Department of Agriculture's Form website. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. 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.			
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period	CARL W GOETZ MIDDLE SCH	409	03/14/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	CAP Accepted Corinne Santos-Hernandez 03/05/2020 03:10 PM	CAP Accepted			
	CAP Submitted JOSEPH IMMORDINO 02/27/2020 11:55 AM	<p>1. Our electronic Production records are in the process of being updated to comply with proper meal requirements and recipe numbers. In the mean time manual production records will be used to ensure accuracy.</p> <p>2. The Tostitos Scoops will no loner be available for lunch as an entree item. Scoops will be sold as an a la carte item only.</p> <p><b>Implementation date: 2/21/2020</b></p>			
	Flagged Corinne Santos-Hernandez 02/13/2020 02:37 PM	<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. 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>1. Production records are not documented with the proper meal component contribution for the menu item. These include: cold assorted cereal bags, deli sandwiches, turkey sausage (Jenny-O), bagel fun lunch bag, PB&amp;J fun lunch bag, tostitos scoops served with beef taco mix, Big Daddy Pizza, PB&amp;J sandwich, biscuit served with chicken nuggets, and peas and carrots. Advised that all production records should be revised with the correct meal component contribution.</p> <p>2. Tostitos scoops served with beef taco mix does not meet the grain requirements. Each bag is only .875 oz and does not meet the 1 oz grain equiv.</p> <p>3. During the review period, Tostitos Scoops was served at the middle school and the elementary school with the beef taco mix. The tortilla scoops does not meet the grain ounce equiv. Each bag is a .875 oz. Production record is uploaded in the documents tab for review if needed. Portion size issue for grain did not meet for one day during the USDA lunch week menu.</p>			
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review	CARL W GOETZ MIDDLE SCH	404	03/14/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Corinne Santos-Hernandez 03/05/2020 03:10 PM	CAP Accepted			
	CAP Submitted JOSEPH IMMORDINO 02/27/2020 11:55 AM	<p>Signage was posted at time of AR. Moving forward, closer observations will be made at time of school visits. Also better communication and training of staff will be implemented. Monthly menus are distributed with the intention of them to be posted.</p> <p><b>Implementation date: 2/21/2020.</b></p>			
	Flagged Corinne Santos-Hernandez 02/13/2020 02:42 PM	<p>Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable breakfast and lunch. Signage was not available to students to inform them that they can take 2 portions. The kitchen staff was very supportive in offering the students another fruit or vegetable. Students were taking more than the minimum required for a reimbursable meal to meet the 3/4 cup requirement. 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>			
Smart Snacks in School	Smart Snacks in School	CARL W GOETZ MIDDLE SCH	1105	03/14/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Corinne Santos-Hernandez 03/05/2020 03:10 PM	CAP Accepted			
	CAP Submitted JOSEPH IMMORDINO 02/27/2020 11:58 AM	<p>Once this product has been depleted, this product will be removed from our order guide. All other new snacks will be run through the Smart Snack Calculator for compliance.</p> <p><b>Implementation date: 2/21/2020</b></p>			
	Flagged Corinne Santos-Hernandez 02/13/2020 02:35 PM	<p>All food and beverage items sold a la carte to students during the school day must meet Smart Snack requirements. The requirements apply to items sold anywhere on the school campus (including but not limited to the cafeteria, vending machines, school store, etc.) The Alliance for a Healthy Generation calculator can be used to determine if a food or beverage meets Smart Snack requirements. A link to the calculator is available under Resources in SNEARS. 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>Baked Ruffles - cheddar cheese and sour cream 31.8 gram bags did not meet the smart snacks standards due to sodium exceeding 200 mg.</p>			
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review	LUCY N HOLMAN ELEM	404	03/14/2020	CAP Accepted

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Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Accepted Corinne Santos-Hernandez 03/05/2020 03:09 PM				CAP Accepted
	CAP Submitted JOSEPH IMMORDINO 02/27/2020 11:54 AM				<p>Signage was posted at time of AR. Moving forward, closer observations will be made to ensure compliance. Better communication and training of staff will be implemented. Monthly menus are distributed with the intention of them to be posted. This was an oversight of the kitchen lead.</p> <p><b>Implementation Date: 2/21/2020</b></p>
	Flagged Corinne Santos-Hernandez 02/13/2020 02:34 PM				<p>Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable breakfast and lunch. Signage was not available to students to inform them that they can take 2 portions. The kitchen staff was very supportive in offering the students another fruit or vegetable. Students were taking more than the minimum required for a reimbursable meal to meet the 3/4 cup requirement. 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>The menu of the day was also not available or posted for the students to see. The kitchen lead corrected the finding and posted a menu when this was addressed. 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>