

## PINELANDS REG BD OF ED-02904105 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Off-Site Assessment Tool	Revenue from Nonprogram Foods		709	10/18/2019	CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Lisa Garland 10/28/2019 09:50 AM	CAP Accepted			
	CAP Submitted TINA ARTUSA 10/18/2019 02:00 PM	<p>Moving forward, we will use the NPRT based off the B5 and not the NPRT based off the financial which was originally sent.</p> <p>The latter is used internally. The correct NPRT is attached above.</p> <p>The webinar was watched.</p>			
	Flagged Lisa Garland 10/15/2019 02:47 PM	<p><b>Finding: Revenue from Non-program Foods</b></p> <p>The NPFR Tool did NOT match the figures to the SFA's Exhibit B-5 Statement of Revenues, Expenses and Changes In Fund Net Position &amp; did NOT include all of its nonprogram revenues and costs in its calculation.</p> <p>Please review the NPFRT webinar in SNEARS on the proper completion of the tool:</p> <p>Under Resources, Training, NPFRT Webinar June 2015.</p> <p><b>A Corrective Action Plan is required</b></p>			
On-Site Assessment Tool - Site	Meal Counting and Claiming - Review Period	PINELANDS REG HIGH	325	04/28/2019	CAP Accepted

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<b>Corrective Action History</b>	CAP Accepted Casey Miller 04/18/2019 02:21 PM				CAP Accepted
	CAP Submitted TINA ARTUSA 04/02/2019 01:03 PM				<p>New lunch order form created 3-18-19.</p> <p>New folder created 3-18-19 to house all lunch order forms.</p> <p>Form has name, meal choice, side choice, fruit choice, and milk choice. Student circles what meal components they would like. Last column on order form is reimbursable meal.</p> <p>Order form is then brought to kitchen to be prepared. Meals are packaged up according to order form. Mr. Lowe picks up lunches at 12:30 pm daily.</p> <p>Mr. Lowe has been retrained on what constitutes a reimbursable meal.</p> <p>When her passes out the lunches at the alternative building, he then checks the column for reimbursable meal if it meets the component requirement.</p> <p>After meal service, Mr. Lowe then returns the order forms to food service and then the meals are run in the point of sale.</p>
	Flagged Casey Miller 03/28/2019 11:46 AM				<p>An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for lunch for the students that eat in the classroom. Point of service means the point in the food service operation where a determination can be made that a reimbursable free, reduced price or paid meal has been served to an eligible child.</p> <p>The state agency has determined that the inaccurate method of counting and recording of meals for lunch for the students that eat in the classroom for the review period is an ongoing systemic problem. The system of counting meals must be corrected.</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. Fiscal action will be taken. An over claim may be assessed.</p>

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On-Site Assessment Tool	Verification		208	04/28/2019	CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Casey Miller 04/18/2019 02:17 PM	CAP Accepted			
	CAP Submitted TINA ARTUSA 04/08/2019 11:49 AM	Once applications that are selected for verification are reviewed, they will then be given to the Business Administrator, Nicholas K. Brown to review and sign to validate and confirm.			
	Flagged Casey Miller 03/28/2019 11:58 AM	The Confirming Official must complete a confirmation review of applications selected for verification. The date of the confirmation review and signature of the confirming official should be documented on the application reviewed. 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.			
On-Site Assessment Tool	Verification		214	04/28/2019	CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Casey Miller 04/18/2019 02:16 PM	CAP Accepted			
	CAP Submitted TINA ARTUSA 04/08/2019 11:49 AM	Verified applications which result in a decrease or termination of benefits will be given 10 calendar days' written advance notice of the change in benefit.			
	Flagged Casey Miller 03/28/2019 12:09 PM	Households for whom benefits were to be reduced or terminated, due to verification, must be given 10 calendar days written advance notice of the change. 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..			
On-Site Assessment Tool	Verification		209	04/28/2019	CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Casey Miller 04/18/2019 02:15 PM	CAP Accepted			
	CAP Submitted TINA ARTUSA 04/08/2019 11:50 AM	Meal applications selected for verification will be selected by using the 3% Focus Method Option instead of random method computer selection.			
	Flagged Casey Miller 03/28/2019 12:09 PM	Several applications selected for verification were not error prone. Applications selected for verification must be chosen randomly from error prone applications. If there are not enough error prone applications to meet the required sample size, the SFA must randomly select additional approved applications to meet the required number. 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.			
On-Site Assessment Tool - Site	Smart Snacks in School	PINELANDS REG HIGH	1106	04/28/2019	CAP Accepted

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<b>Corrective Action History</b>	CAP Accepted Casey Miller 04/18/2019 02:15 PM	CAP Accepted			
	CAP Submitted TINA ARTUSA 04/08/2019 12:05 PM	effective 3-19-19, all snacks sold in the school store will be smart snack compliant. All monies generated from the school store will go to the cafeteria account. Pizza sales will be eliminated during conflicting hours of food serve operations.			
	Flagged Casey Miller 03/28/2019 11:45 AM	<p>Under the NJ Administrative Code competitive food policy, fundraiser exemptions are not allowed in New Jersey. Therefore, all food and beverage items sold a la carte anywhere on the school campus during the school day must meet Smart Snack standards. This includes items sold in the cafeteria, vending machines, school stores, fundraisers etc. Also, all income derived from the sale of competitive food and beverage items within a school during the hours when the school lunch and school breakfast programs are in operation must accrue to the accounts of those programs.</p> <p>As discussed at the exit conference, findings were found in this area regarding the sale of food in the school store during lunch and the sale of food in the commons after the last bell, which do not meet regulations under the competitive food policy.</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>			
On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review	PINELANDS REG HIGH	318	04/28/2019	CAP Removed
<b>Corrective Action History</b>	CAP Removed Casey Miller 03/25/2019 03:34 PM	CAP Removed			
	Flagged Lorena Paredes 03/19/2019 11:18 AM	<p>An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for lunch at the alternative school. Point of service means that point in the food service operation where a determination can be made that a reimbursable free, reduced price or paid meal has been served to an eligible child. 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 State Agency has determined that the inaccurate counting of meals observed at lunch at the alternative school is an ongoing systemic problem. The meal counting system must be corrected. 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. Fiscal action will be taken. An over claim may be assessed.</p>			