

# Technical Assistance Log

LEARNING CENTER-00409491

TA Date	TA Log #	TA Area	Form	Question	SFA Title	SFA Contact	Reviewer	SFA Access
03/24/2022	2554	Civil Rights (On-Site Assessment Tool) (809H)				Carl Palacio, Linda Bauer, Jessica Lederman	Katie Hunter	<input checked="" type="checkbox"/>
<b>How Provided</b>	Phone			<b>Comments</b>	TA given during Exit Conference on correct procedure to fill out Form #86. Ta given during Exit Conference to update Site Details to reflect no PreK, and serving 9-12. TA given during Exit Conference on procedures to complete PR in full, missing signature, no grade grouping specified. SFA verbalized 9-12 is grade grouping being served. TA given during Exit Conference on putting daily menu items consists of on the SBP menu, to mirror verbiage that SFA has on NSLP menu. SFA verbalized understanding of all TA.			

## LEARNING CENTER-00409491 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Maintenance of Non-Profit School Food Service Account	Maintenance of Non-Profit School Food Service Account (Off-Site Assessment Tool) (700H)	LEARNING CENTER-00409491	701	03/03/2023	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lisa Garland 03/15/2023 05:58 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Carl Palacio 03/09/2023 07:22 PM				
	Our corrective action plan is to utilize the excess cash for additional food service staff				
<b>Corrective Action History</b>	Flagged by Lisa Garland 03/01/2023 12:51 PM				
	<b>FINDING:</b>				
	<b>Cash exceeds 3 X average monthly operating expenses, which is non-compliant with net cash resources requirements in 7 CFR 210.14</b>				
	<b>A CAP is required. Thank You</b>				
SFA On-Site Monitoring	SFA/Sponsor On-Site Monitoring (Off-Site Assessment Tool) (900H)	LEARNING CENTER-00409491	900	05/02/2022	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 05/02/2022 01:31 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Carl Palacio 04/29/2022 03:15 PM				
	Please see uploaded SSO Site Monitoring Form				
<b>Corrective Action History</b>	Flagged by Katie Hunter 04/01/2022 09:22 AM				

## LEARNING CENTER-00409491 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Professional Standards	Professional Standards (On-Site Assessment Tool)	LEARNING CENTER-00409491	1214	05/02/2022	CAP Removed
<b>Corrective Action History</b>	Corrective Action Plan: Removed by Katie Hunter 04/01/2022 09:03 AM CAP Removed				
	Flagged by Katie Hunter 04/01/2022 08:55 AM School Nutrition Program directors are required to complete at least 12 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: <a href="http://professionalstandards.nal.usda.gov/">http://professionalstandards.nal.usda.gov/</a> . Explain in detail, how the annual training requirements will be met and the measures taken to ensure this finding will not reoccur in the future. Indicate the date of implementation.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	LEARNING CTR-830	409	05/02/2022	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 05/02/2022 01:29 PM CAP Accepted				
	Corrective Action Plan: Submitted by Carl Palacio 04/29/2022 12:58 PM				
	The milk component portion for breakfast will have two varieties available to students documented on the production record as required by the School Breakfast Program by 4/11/22 and going forward. The five vegetable subgroups will be offered weekly and documented on the production record as intended by the NSLP. When a vegetable on the planned menu is unavailable, we will substitute it with another vegetable from the same sub group. This will begin the week of 4/12/22.				
	Flagged by Katie Hunter 04/01/2022 09:23 AM 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. At breakfast, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 3 components of the reimbursable breakfast, 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.				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	LEARNING CTR-830	410	05/02/2022	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 05/02/2022 01:33 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Carl Palacio 04/29/2022 12:59 PM				
	<p>The delivered vended meals will all follow the high school student portion for the daily and weekly minimum requirements. The production records will document all of needed NSLP components and vegetable sub groups in the lunches given. The production record will list the correct portion sizes that are required for the Grades 9-12 meal pattern for all of the lunches at the Crossroads Academy. As of 4/12/22, this will be implemented.</p> <p>Flagged by Katie Hunter 04/01/2022 09:23 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. 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> <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. 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> <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>				
SFA/Sponsor On-Site Monitoring	SFA/Sponsor On-Site Monitoring (On-Site Assessment Tool - Site) (901H)	LEARNING CTR-830	901	05/02/2022	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Katie Hunter 05/02/2022 01:32 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Carl Palacio 04/29/2022 03:16 PM				
	SEE added form #140 added here and in general documents				
Flagged by Katie Hunter 04/01/2022 09:23 AM					
All SFAs must conduct an on-site accountability review of lunch prior to February 1st each school year. The NSLP On-Site Accountability Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee.					
All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee.					
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