

WAYNE BD OF ED-03105570 - 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)	WAYNE BD OF ED-03105570	126	04/24/2023	CAP Accepted	
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 04/14/2023 07:38 AM					
	CAP Accepted					
	Corrective Action Plan: Submitted by Sheryl Leidig 03/29/2023 03:16 PM					
	<p>Corrections were made to all applications noted with errors/exceptions during the Administrative Review. District will review applications to ensure that proper SNAP numbers are indicated on applications, specifically that applications are 6 or 9 digits. Applications will be reviewed against Direct Certification Lists as well as Homeless student listing to ensure that classifications on the applications are correct and that no changes in family situations occurred that would require adjustments to initial eligibility approvals. Applications will be reviewed for accuracy when received and any discrepancies will be resolved prior to application approval or denial. In addition, the application itself will be reviewed to ensure that all the appropriate information is contained within.</p>					
Corrective Action History	Flagged by Katie Hunter 03/24/2023 01:55 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 and/or SFA-2.) The SFA must indicate the date of correction for all application errors. Do not identify the students' names when providing the documentation under the SFA comments.</p>					
	Civil Rights	Civil Rights (On-Site Assessment Tool) (809H)	WAYNE BD OF ED-03105570	810	04/24/2023	CAP Accepted
	Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 04/14/2023 07:36 AM				
CAP Accepted						
Corrective Action Plan: Submitted by Sheryl Leidig 03/29/2023 02:35 PM						
<p>Information regarding receiving and processing civil rights complaints are part of the Free and Reduced Application. In addition, Form 148 has been added to the District website under Food Services (see page 6 of attached documentation). Any complaints received will be documented, retained and heard by the Hearing Officer on a case by case basis. Website was updated on 3/3/23. District has not received any complaints as of the date of this correction action plan.</p>						
Corrective Action History	Flagged by Katie Hunter 03/24/2023 01:55 PM					
	<p>SFA did not provide civil rights documentation from checklist: documentation of written or verbal complaints alleging discrimination, form 148.</p>					
	<p>Note, this was also a corrective action from the SY17-18 Administrative Review.</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>					
Professional Standards	Professional Standards (On-Site Assessment Tool)	WAYNE BD OF ED-03105570	1217	04/24/2023	CAP Accepted	

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 04/14/2023 07:37 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Sheryl Leidig 03/29/2023 02:40 PM				
	<p>Board Office staff will use the USDA Training Tracking Tool to document all professional standards training completed for the year. This will allow the District to document compliance with professional standard training requirements. In addition, District employees completed Civil Rights training through Safe Schools on 2/28/23 and 3/16/23. Board Office staff will continue to look for professional standards trainings that are applicable to their functions performed and log and upload all related training documentation (agenda, certificates, etc.) to the USDA Training Tracking Tool.</p> <p>Flagged by Katie Hunter 03/24/2023 01:55 PM</p> <p>Board Office staff did not provide professional standards training tracking or documentation. No Civil Rights training documentation for Board Office Staff.</p> <p>Documentation of training hours completed by all employees must be kept. The USDA Training Tracking Tool or the SOARS Team Work tracker can be used to document training hours. Both tools contain all required fields for documenting compliance with professional standard training requirements. If the SFA is using a different tracking tool, it must include all required fields. 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>				
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool) (1400H)	WAYNE BD OF ED-03105570	1403	04/24/2023	CAP Removed
Corrective Action History	Corrective Action Plan: Removed by Katie Hunter 03/24/2023 12:59 PM				
	CAP Removed				
	<p>Flagged by Katie Hunter 03/24/2023 12:31 PM</p> <p>Cucumbers from Mexico.</p> <p>Exemption documentation was not available for foods that did not meet the Buy American provision. Technical Assistance was given on-site to SFA, whom then completed the exemption documentation. Please upload that documentation as part of your Corrective Action Plan. 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>				
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)	ANTHONY WAYNE JR-45	1411	04/24/2023	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 04/14/2023 07:35 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by MICHAEL SCHMITT 03/28/2023 05:50 PM				
	Sodexo has made all of our purveyors like Sysco aware of our operational requirements with the NJ SBP and NSLP of Buy American. Please see form #149 attached. A possible replacement if the spec brand American cucumbers are not available is to order the Greenhouse Seedless Cucumbers. Another option is to substitute the vegetable offering in the Other sub group vegetable category. If you have any questions or if anything else is needed for this, please contact us at the Wayne Schools Foodservice Office. 973.317.2239. Thank you				
	Flagged by Katie Hunter 03/24/2023 01:55 PM				
	Cucumbers from Mexico.				
	The review of products on-site at reviewed schools storage facilities indicated violations with Buy American. Documentation must be on file for agricultural food components that are not produced or manufactured in the US. 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