

ALLOWAY BD OF ED-03300060 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Smart Snacks in School	Smart Snacks in School	ALLOWAY TWP SCHOOL	1104	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:43 AM	CAP Accepted			
	CAP Submitted CINDY TARRY 01/13/2020 09:58 AM	Fruit by the Foot pulled from snack rack on Jan 10th, 2020 and will not be sold.			
	Flagged Lea Berry 01/10/2020 09:34 AM	The fruit by the foot does not meet smart snack standards. This product should not be sold or given away. Please indicate when corrective action takes place.			
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review	ALLOWAY TWP SCHOOL	402	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:43 AM	CAP Accepted			
	CAP Submitted CINDY TARRY 01/13/2020 09:56 AM	I will offer 3/4 cup of vegetable everyday. If not 3/4 cup, 2 1/2 cup servings and signage to let students know what is offered.			
	Flagged Lea Berry 01/10/2020 09:41 AM	<p>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.</p> <p>On day of review, only half a cup of veggie was offered. No other vegetable on the line. There was not signage telling the students they can take two portions. The meal pattern for K-8 is 3/4 cup of vegetable.</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 - Review Period	Meal Components and Quantities - Review Period	ALLOWAY TWP SCHOOL	409	02/10/2020	CAP Accepted

ALLOWAY BD OF ED-03300060 - Corrective Action Report

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Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:41 AM	CAP Accepted			
	CAP Submitted CINDY TARRY 01/13/2020 10:08 AM	Will offer more dark green vegetables and beans on current January menu as menu states "menu subject to change" and continue with future menu's.			
	Flagged Lea Berry 01/10/2020 09:34 AM	<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.</p> <p>The dark green and the bean vegetable sub groups were not met for the review period.</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 Counting and Claiming	Meal Counting and Claiming		314	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:40 AM	CAP Accepted			
	CAP Submitted Shannon DuBois-Brody 01/22/2020 01:11 PM	The SNEARS Site Details of the Application Packet was updated on 1/22/2020 to reflect the sponsor no longer claiming pre-k milk. The change is effective 12/1/19, the earliest date the system would allow for the change to retro back.			
	Flagged Lea Berry 01/10/2020 09:33 AM	The sponsor is no longer claiming pre-k milk. The agreement must be updated in SNEARS as part of the corrective action. Indicate the date this was completed.			
Local School Wellness	Local School Wellness		1006	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:40 AM	CAP Accepted			
	CAP Submitted Shannon DuBois-Brody 01/22/2020 01:18 PM	The results of the most recent completed assessment of the Local School Wellness Policy will be posted on the SFA's website at www.allowayschool.org . Date of implementation is no later than June 30, 2020.			
	Flagged Lea Berry 01/10/2020 09:30 AM	SFAs are required to inform the public (including parents, students and others in the community) about the results of the most recent assessment of the Local School Wellness Policy. Acceptable methods may include disseminating printed or electronic copies or posting the completed assessment on the SFA's school web site. 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.			

ALLOWAY BD OF ED-03300060 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Verification	Verification		209	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:40 AM	CAP Accepted			
	CAP Submitted Shannon DuBois-Brody 01/22/2020 12:31 PM	The new verifying official will view the Verification webinar prior to initiating the Verification for the 20-21 school year. The Business Administrator will also review the process with the new verifying official and double check the verification process. Date of implementation: September 1, 2020.			
	Flagged Lea Berry 01/10/2020 09:40 AM	<p>The SFA must 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 go forward view the recorded Verification webinar available under the Training tab in SNEARS.</p> <p>The verifying official thought the application was error prone due to annualizing all applications. If only one income was on the application it was annualized. After review of the other applications, there are no error prone applications. The verifying official no longer works for the SFA. Make sure the new hire understands they can't annualize applications and what error prone means.</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>			
Certification and Benefit Issuance	Certification and Benefit Issuance		126	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:30 AM	CAP Accepted			
	CAP Submitted Shannon DuBois-Brody 01/22/2020 02:32 PM	Attached letter discontinuing eligibility as of 2/5/20 was mailed to households on 1/22/20 with incorrectly determined and/or incomplete application.			
	Flagged Lea Berry 01/10/2020 09:32 AM	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.			
Local School Wellness	Local School Wellness		1005	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:29 AM	CAP Accepted			
	CAP Submitted Shannon DuBois-Brody 01/22/2020 02:37 PM	A meeting will be held with the Wellness Committee prior to June 30th to assess the school's Wellness Policy.			
	Flagged Lea Berry 01/10/2020 09:30 AM	A copy of the most recent assessment of the implementation of the local school wellness policy was not provided. The wellness policy must be assessed by the wellness committee, at least once a school year. Provide the date the assessment was completed. In addition, upload a copy of the assessment do the documents tab.			

ALLOWAY BD OF ED-03300060 - Corrective Action Report

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SFA/Sponsor On-Site Monitoring	SFA/Sponsor On-Site Monitoring	ALLOWAY TWP SCHOOL	901	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:28 AM	CAP Accepted			
	CAP Submitted Shannon DuBois-Brody 01/22/2020 03:26 PM	On-Site Review completed January 22, 2020. See attached.			
	Flagged Lea Berry 01/10/2020 09:40 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. 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	ALLOWAY TWP SCHOOL	410	02/10/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 02/11/2020 11:28 AM	CAP Accepted			
	CAP Submitted CINDY TARRY 01/13/2020 09:54 AM	<p>Will make sure 3/4 cup of vegetable is offered daily and signage available for students to see what is offered.</p> <p>3/4 cup of vegetable implemented Jan 10th 2020 and signage implemented week of Jan 13th 2020. We previously had signage which was located just outside cafeteria door. Due to basketball games the signs were broken and unfortunately not replaced.</p>			
	Flagged Lea Berry 01/10/2020 09:40 AM	<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.</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.</p> <p>On 12/9/19 only a half a cup of vegetable was offered. The meal pattern is 3/4 cup of vegetable. It is highly suggested to serve 3/4 cup of vegetable or serve to half cup portions of a vegetable daily and have signage to let the students know they can take two vegetables.</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 On-Site Monitoring	SFA/Sponsor On-Site Monitoring		900	02/10/2020	CAP Removed

ALLOWAY BD OF ED-03300060 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History	CAP Removed Lea Berry 01/06/2020 10:58 AM	CAP Removed			
	Flagged Shannon DuBois-Brody 10/18/2019 09:24 PM				