

MANNINGTON BD OF ED-03302950 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American		1400	03/13/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 05/04/2020 11:35 AM	CAP Accepted			
	CAP Submitted KAREN MATHEWS 03/10/2020 02:33 PM	<p>HACCP food safety plan was reviewed and signed off by employees on March 6, 2020.</p> <p>Yearly review and signature will take place on the in-service day prior to the start of each school year in September.</p>			
	Flagged Lea Berry 02/13/2020 10:06 AM	<p>A copy of the written HACCP food safety plan was available, however it was not signed off by the employees. Employees should read through and sign off after being trained.</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	03/13/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 05/04/2020 11:35 AM	CAP Accepted			
	CAP Submitted KAREN MATHEWS 03/10/2020 02:37 PM	<ol style="list-style-type: none"> 1. Application 10: Received last four of Social Security Number - February 19, 2020. 2. Application 13: Received letter stating that there is no social security number - February 18, 2020. 			
	Flagged Lea Berry 02/13/2020 11:20 AM	<p>Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications.</p> <p>Application numbers 10 and 13 did not have the last four digits of the social or the box checked they did not have a social security number.</p> <p>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.</p>			

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Verification	Verification		209	03/13/2020	CAP Accepted
Corrective Action History	CAP Accepted Lea Berry 05/04/2020 11:35 AM	CAP Accepted			
	CAP Submitted KAREN MATHEWS 03/10/2020 02:31 PM	<ol style="list-style-type: none"> 1. Reached out to family 2/12/20 2. Received pay stubs back from mother and father on 2/17/20 (mother has since then started working again) 3. Reprocessed eligibility based on new pay stubs for both parents 4. Determination: Paid as of 2/21/20 			
	Flagged Lea Berry 02/13/2020 10:05 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 view the recorded Verification webinar available under the Training tab in SNEARS.</p> <p>The application selected had two incomes and when verified the household member wrote a note that the mother doesn't work anymore. A note is needed from the employer saying the household member is no longer employed.</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>			