

MONTGOMERY TWP BD OF ED-03503320 - 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)	MONTGOMERY TWP BD OF ED-03503320	126	04/17/2023	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 05/18/2023 02:46 PM CAP Accepted				
	Corrective Action Plan: Submitted by David Palumbo 05/16/2023 01:33 PM				
	The parents were contacted on March 17, 2023. One parent supplied the SSN while the other parent indicated that they did not have a SSN.				
	Flagged by Corinne Santos-Hernandez 03/16/2023 03:24 PM Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. There were 2 applications with a total of 3 students. The 2 applications were missing the last 4 digits of the SSN. 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. Do not identify the students' names when providing the documentation under the SFA comments.				
Meal Counting and Claiming	Meal Counting and Claiming (Off-Site Assessment Tool) (300H)	MONTGOMERY TWP BD OF ED-03503320	305	04/17/2023	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 05/18/2023 02:46 PM CAP Accepted				
	Corrective Action Plan: Submitted by David Palumbo 05/16/2023 01:33 PM				
	The district's policy committee will be reviewing and revising this policy to include the required information. This policy will them be placed on a board agenda for approval.				
	Flagged by Corinne Santos-Hernandez 03/16/2023 03:25 PM All SFA's operating the NSLP and/or SBP must revise the existing meal charge policy. The policy must be provided in writing, to student's families and to staff responsible for policy enforcement. New Jersey has specific requirements regarding unpaid meal charges. These requirements were passed in the NJ Hunger-Free Students' Bill of Rights Act of May 2020. The requirements are as follows and must be revised immediately with the language about prohibiting lunch shaming and stigmatizing. The Unpaid Meal Charge Policy must have the revised date and the new requirements. For more detailed information on Unpaid Meal Charges, refer to the State Agency and USDA Guidance and Memos posted in SNEARS under the Resources link. 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.				
Revenue From Non-Program Foods	Revenue from Nonprogram Foods (Off-Site Assessment Tool) (710H)	MONTGOMERY TWP BD OF ED-03503320	709	12/01/2023	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Lisa Garland 12/12/2023 12:55 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Norah Borza 11/22/2023 09:35 AM				
	<p>The SFA has reviewed the pricing for the non-program foods and increased it for the 2023-2024 SY to sufficiently cover the costs of those non-program foods to comply.</p> <p>Flagged by Lisa Garland 11/21/2023 12:01 PM</p> <p>FINDING: Non-Program Food Revenue Tool.</p> <p>Revenues from the sales of non-program foods are insufficient to cover the costs of those non-program foods in the school food service account. Therefore, in-compliant per 7 CFR 210.14(f)</p> <p>Additional Revenue needed to comply</p> <p>Please submit a required Corrective Action Plan</p> <p>Thank You</p>				
Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	MONTGOMERY TWP BD OF ED-03503320	1005	04/17/2023	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 05/18/2023 02:48 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by David Palumbo 05/16/2023 01:33 PM				
	<p>The wellness committee will be reviewing Policy 8505 and will use Form 357.</p> <p>Flagged by Corinne Santos-Hernandez 03/16/2023 03:25 PM</p> <p>A copy of the assessment of the implementation of the local school wellness policy was provided. However, the Local Wellness Policy was last revised December 2017. The wellness policy must be assessed by the wellness committee, on a triennial basis or more recent depending on your local wellness policy and is mandatory by USDA. NJ Department of Agriculture also strongly encourages to complete an annual assessment and to utilize the Wellness Policy Assessment Tool (Form 357). Provide the date the assessment was completed. In addition, upload a copy of the assessment to the documents tab.</p>				
Group 1: CA Count (2)		MONTGOMERY TWP BD OF ED-03503320		04/17/2023	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 05/18/2023 02:48 PM CAP Accepted				
	Corrective Action Plan: Submitted by David Palumbo 05/16/2023 01:34 PM Civil Rights - Every July, food service staff and supervisors/application approval staff will be trained in civil rights using the NJ Department of Child Nutrition Webinar materials. Once, completed, the certification forms will be printed out and kept on file. Professional Standards - each year the appropriate staff members will receive training related to their duties.				
	Flagged by Corinne Santos-Hernandez 03/16/2023 11:17 AM Office, administrative or other staff who work on school nutrition program related activities regularly throughout the school year are required to meet annual training requirements. Staff working 20 or more hours per week must complete 6 hours of annual training that is relevant to their job duties. Teachers or staff serving breakfast/lunch in the classroom must complete 4 hours of training. Training may be obtained in many ways, such as in-person, online, through local meetings, live or recorded webinars, conferences, state agency training, etc. A variety of free and low-cost training resources and formats are available. A good resource is the database of training opportunities available at: https://theicn.org/ . All trainings from office or administrative staff, must be documented using either the Team Work Module in SOARS, USDA Tracking Tool or another method which includes the required fields as the USDA tracking tool. Explain, in detail, the specific steps that will be taken to meet the annual training requirement and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.				
	Flagged by Corinne Santos-Hernandez 03/16/2023 03:27 PM Civil rights training must be provided on an annual basis by September 30th to all frontline staff and those employees who supervise frontline staff. Frontline staff are defined as all employees who interact with Child Nutrition program applicants or applicants (e.g., cafeteria staff, free/reduced application approval). There were several employees who did not meet the annual deadline of completing the civil rights training. The SFA must keep documentation of the annual training that includes staff who attended, date of training and topics covered. Staff must complete the State Agency Civil Rights Self Study Guide or view the Civil Rights Webinar which can both be found in SNEARS. 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