

VERNON TWP BD OF ED-03705360 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review	WALNUT RIDGE	318	07/26/2019	CAP Accepted
Corrective Action History	CAP Accepted Erlisa Levin 07/31/2019 11:10 AM	CAP Accepted			
	CAP Submitted MAUREEN REMNER 07/05/2019 09:15 AM	On the day of the review, a substitute aide was not familiar with the process of checking off the student who received the reimbursable lunch on the roster provided. The roster was left in the classroom. All faculty and staff at Walnut Ridge will receive training on how to correctly claim a student who received a reimbursable lunch. The training will be completed before school reopens for the 2019/2020 school year. Instructions on how to complete the roster will also be visible on the monthly rosters provided with the lunches.			
	Flagged Erlisa Levin 06/25/2019 10:33 AM				
On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review	WALNUT RIDGE	317	07/26/2019	CAP Accepted
Corrective Action History	CAP Accepted Erlisa Levin 07/31/2019 11:09 AM	CAP Accepted			
	CAP Submitted STEVEN KEPNES 07/29/2019 01:11 PM	Copies of all rosters will be provided at all POS areas. The Business Administrator will inform all school administrators to ensure that rosters are available at all POS areas beginning September 1, 2019.			
	Flagged Erlisa Levin 07/24/2019 09:54 AM	the meal roster must be accessible at the POS			
On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	GLEN MEADOW	404	07/26/2019	CAP Accepted
Corrective Action History	CAP Accepted Erlisa Levin 07/31/2019 11:09 AM	CAP Accepted			
	CAP Submitted STEVEN KEPNES 07/29/2019 01:12 PM	Signage will be made available at all locations, including kiosks, which will indicate the required components of breakfast. The sign will also inform the requirement that water or some other beverage cannot be exchanged for milk. The Business Administrator will work with the Food Service company to ensure that all signage is in place on the first serving day of the upcoming school year. Random inspections will be made (at least monthly) to ensure signs continue to be posted.			
	Flagged Erlisa Levin 07/10/2019 10:35 AM	Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable breakfast. Posting only a menu does not meet this requirement. 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.			
On-Site Assessment Tool	Certification and Benefit Issuance		126	07/26/2019	CAP Accepted
Corrective Action History	CAP Accepted Erlisa Levin 07/31/2019 11:08 AM	CAP Accepted			
	CAP Submitted STEVEN KEPNES 07/29/2019 01:13 PM	The district has worked with the Student Management Software company (Genesis) to require that parents enter a social security number. The software will not let the parent advance in the application process until a social security number is entered.			
	Flagged Erlisa Levin 07/29/2019 11:02 AM	some applications were missing required information			

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Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Certification and Benefit Issuance		136	07/26/2019	CAP Removed
Corrective Action History	CAP Removed Erlisa Levin 07/29/2019 11:03 AM	CAP Removed			
	Flagged Erlisa Levin 06/25/2019 10:34 AM				
On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review	GLEN MEADOW	319	07/26/2019	CAP Removed
Corrective Action History	CAP Removed Erlisa Levin 07/29/2019 10:52 AM	CAP Removed			
	Flagged Erlisa Levin 06/10/2019 01:06 PM				
Group 1: CA Count (4)				07/26/2019	CAP Accepted
	Section	Form subsection	Site	Question #	
	On-Site Assessment Tool	Verification		207	
	On-Site Assessment Tool	Verification		208	
	On-Site Assessment Tool	Verification		214	
	On-Site Assessment Tool	Verification		215	
Corrective Action History	CAP Accepted Erlisa Levin 07/31/2019 11:10 AM	CAP Accepted			
	CAP Submitted STEVEN KEPNES 07/30/2019 10:37 AM	All verifications and time frame will be followed based on the State's time line and process.			
	Flagged Erlisa Levin 06/25/2019 10:34 AM				