

FRELINGHUYSEN BD OF ED-04101670 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (Off-Site Assessment Tool) (100H)	FRELINGHUYSEN BD OF ED-04101670	101	06/24/2022	CAP Accepted
Corrective Action History	<p>Corrective Action Plan: Accepted by Lorena Paredes 06/10/2022 12:43 PM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jenny Deuel 06/10/2022 11:07 AM</p> <p>To prevent this from happening in the future the SNP Policy Attestations section will be cross referenced with a master list of officials/officers to ensure that all individuals are correctly identified. Jenny Deuel will be determining official and Ruth Toronzi will be hearing official. The corrections were made on 6/6/2022.</p> <p>Flagged by Lorena Paredes 05/25/2022 11:00 AM</p> <p>As per our conversation on 5/19/22, Jenny Deuel is the Determining Official. However, the official designated by the SFA to make eligibility determinations on its behalf for free and reduced price meals as stated in the approved Agreement and Policy Statement in SNEARS is Ruth Toronzi.</p> <p>For Corrective Action, SFA must amend its Agreement and Policy Statement found in the SNP Policy Attestations section of the Application Packet to reflect the individual, Jenny Deuel, responsible for making the eligibility determinations. SFA must also explain 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 (Off-Site Assessment Tool) (100H)	FRELINGHUYSEN BD OF ED-04101670	108	06/24/2022	CAP Accepted

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	<p>Corrective Action Plan: Accepted by Lorena Paredes 06/10/2022 09:51 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jenny Deuel 06/07/2022 02:39 PM</p> <p>Ruth Toronzi will be the Hearing Official that can be contacted should a family disagree with the school's decision regarding the status of the free and reduced lunch. Jenny Deuel will be Verifying Official and Determining Official processing applications. Because an individual other than the original reviewing official must review each approved application selected for verification to be sure the initial determination was accurate, Stephanie Bonaparte will be Confirming Official.</p> <p>Separating the responsibilities will ensure that all applications for free and reduced lunch are processed correctly. In the future the BA will be Verifying and Determining Official while others members of the staff are assigned confirming and hearing official. This change was made on June 5, 2022.</p>				
Verification	<p>Flagged by Lorena Paredes 05/25/2022 10:59 AM</p> <p>As per communication on 5/19/22, Jenny Deuel has the roles of Determining Official, Confirming Official, Verification Official, and Hearing Official. The Hearing Official cannot be a person involved with the application approval or the Verification process. Information on the various roles can be found in the 'Training' tab in SNEARS or https://www-agr.state.nj.us/AG_SNEARS2/resourcesAndTraining/training. Please also refer to the 'Resources' tab in SNEARS or https://www-agr.state.nj.us/AG_SNEARS2/resourcesAndTraining/resources for the USDA Eligibility Manual for School Meals.</p> <p>For Corrective Action, SFA must amend its Agreement and Policy Statement found in the SNP Policy Attestations section of the Application Packet to reflect the individual designated as the Hearing Official. SFA must also explain the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>				
	Verification (Off-Site Assessment Tool) (200H)	FRELINGHUYSEN BD OF ED-04101670	201	06/24/2022	CAP Accepted

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/10/2022 09:52 AM CAP Accepted				
	Corrective Action Plan: Submitted by Jenny Deuel 06/07/2022 02:35 PM Jenny Deuel will be Verifying Official and Determining Official processing applications. Because an individual other than the original reviewing official must review each approved application selected for verification to be sure the initial determination was accurate, Stephanie Bonaparte will be Confirming Official. Should a family/families disagree with the school's determination for free and reduced lunch, they may ask for a hearing by calling or writing to Ruth Toronzi, Hearing Official. Separating the responsibilities will ensure that all applications for free and reduced lunch are processed correctly. In the future the BA will be Verifying and Determining Official while others members of the staff are assigned confirming and hearing official. This change was made on June 5, 2022.				
Corrective Action History	Flagged by Lorena Paredes 05/25/2022 10:45 AM As per communication on 5/19/22, Jenny Deuel has the roles of Determining Official, Confirming Official, Verification Official, and Hearing Official. The Verifying Official is the individual responsible for the Verification process. This individual can also be the Determining Official. Information on the Determination of Applications and the various roles can be found in the 'Training' tab in SNEARS or https://www-agr.state.nj.us/AG_SNEARS2/resourcesAndTraining/training . Please also refer to the 'Resources' tab in SNEARS or https://www-agr.state.nj.us/AG_SNEARS2/resourcesAndTraining/resources for the USDA Eligibility Manual for School Meals. 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.				
	Verification	Verification (Off-Site Assessment Tool) (200H)	FRELINGHUYSEN BD OF ED-04101670	202	06/24/2022

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	<p>Corrective Action Plan: Accepted by Lorena Paredes 06/10/2022 09:52 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Jenny Deuel 06/07/2022 02:38 PM</p> <p>Stephanie Bonaparte will be the Certifying Official. Because an individual other than the original reviewing official must review each approved application selected for verification to be sure the initial determination was accurate, Stephanie Bonaparte will be Confirming Official. Jenny Deuel will act as Determining Official and Verifying Official. Should a family/families disagree with the school's determination for free and reduced lunch, they may ask for a hearing by calling or writing to Ruth Toronzi, Hearing Official.</p> <p>Separating the responsibilities will ensure that all applications for free and reduced lunch are processed correctly. In the future the BA will be Verifying and Determining Official while other members of the staff confirming and hearing official. This change was made on June 5, 2022.</p>				
	<p>Flagged by Lorena Paredes 05/25/2022 10:45 AM</p> <p>As per communication on 5/19/22, Jenny Deuel has the roles of Determining Official, Confirming Official, Verification Official, and Hearing Official. The Confirming Official must be an individual who did not make the original eligibility determination on the applications. Information on the Determination of Applications and the various roles can be found in the 'Training' tab in SNEARS or https://www-agr.state.nj.us/AG_SNEARS2/resourcesAndTraining/training. Please also refer to the 'Resources' tab in SNEARS or https://www-agr.state.nj.us/AG_SNEARS2/resourcesAndTraining/resources for the USDA Eligibility Manual for School Meals.</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>				
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	FRELINGHUYSEN BD OF ED-04101670	800	06/24/2022	CAP Accepted

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status	
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/10/2022 10:42 AM					
	CAP Accepted					
	Corrective Action Plan: Submitted by Jenny Deuel 06/07/2022 12:49 PM					
	The website has been updated to include the updated non-discrimination statement in a separate tab for the cafeteria. The statement will be updated as needed. By creating a separate tab on the website the assessment and all accompanying forms will be easily accessible ensuring that updates are done in a timely fashion. The website was update with all of the required documentation on June 5, 2022.					
Corrective Action History	Flagged by Lorena Paredes 05/25/2022 09:49 AM					
	Although program materials including the Direct Certification letter, Eligibility letter, and menu (shortened version is used) contain the correct non-discrimination statement, SFA is using incorrect non-discrimination statement on district's website. All program materials made available to the public including the statement posted on the school's website must contain the nondiscrimination statement found on the USDA website at https://www.fns.usda.gov/civil-rights/usda-nondiscrimination-statement-other-fns-programs . Explain, in detail, how the correct non discrimination statement will be updated on the website and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.					
	Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	FRELINGHUYSEN BD OF ED-04101670	1005	06/24/2022	CAP Accepted
	Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/10/2022 09:48 AM				
CAP Accepted						
Corrective Action Plan: Submitted by Jenny Deuel 06/07/2022 12:32 PM						
The assessment had been completed with the wellness committee in November 2021. A copy has been uploaded.						
Corrective Action History	Flagged by Lorena Paredes 05/25/2022 09:49 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 on a triennial basis or more recent, depending on your local wellness policy. Provide the date the assessment was completed. In addition, upload a copy of the assessment to the documents tab. You may use form 357 found on the NJDA website at https://www.nj.gov/agriculture/applic/forms/ .					
	Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	FRELINGHUYSEN BD OF ED-04101670	1006	06/24/2022	CAP Accepted

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/10/2022 09:48 AM CAP Accepted				
	Corrective Action Plan: Submitted by Jenny Deuel 06/07/2022 12:05 PM The website has been updated to include a cafeteria tab that includes the Local Wellness Policy assessment as well a Local Wellness Policy Summary for the public to utilize to learn more about the assessment. By creating a separate tab on the website the assessment and all accompanying forms will be easily accessible ensuring that updates are done in a timely fashion. The website was update with all of the required documentation on June 5, 2022.				
	Flagged by Lorena Paredes 05/25/2022 09:48 AM Although the website was provided, the most recent Local Wellness Policy assessment was not linked or made available to the public. 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.				
School Breakfast and Summer Food Service Program Outreach	School Breakfast and Summer Food Service Program Outreach (Off-Site Assessment Tool) (1600H)	FRELINGHUYSEN BD OF ED-04101670	1601	06/24/2022	CAP Accepted

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lorena Paredes 06/10/2022 09:52 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jenny Deuel 06/07/2022 02:10 PM				
	<p>The website has been updated to include a cafeteria tab that includes the Summer Food Service Program for the public to utilize to learn more about the Summer Food Service Program and to locate Summer Food Service Program locations.</p> <p>By creating a separate tab on the website the Summer Food Service Program information will be easily accessible to families and will ensure that updates are done in a timely fashion. The website was update with all of the required documentation on June 5, 2022.</p>				
	Flagged by Lorena Paredes 05/25/2022 09:50 AM				
	<p>Although your SFA did not participate in the Summer Food Service Program or the Seamless Summer Option during the 2021 summer months, your SFA should have and must still inform eligible families about the availability and location of free meals for students through the Summer Food Service Program. This information can be sent to households or posted on the district's website.</p> <p>Explain in detail how the finding will be corrected and the measures taken to ensure that it will not occur in the future. Indicate the date of implementation.</p>				

Report Selections

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged