

WASHINGTON TWP BD OF ED-04105530-04105530 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Verification	Verification		208	12/29/2019	CAP Accepted
Corrective Action History	CAP Accepted Dianne Kennedy 01/06/2020 12:42 PM	CAP Accepted			
	CAP Submitted MAUREEN MILLER 12/12/2019 01:32 PM	In future, when the form #242 is updated by the Dept. of Agriculture to include Confirming Official signature and date we will ensure the revised form is completed and all required fields are signed and dated. Confirming Official signed and dated bottom of form #242. Date of implementation 12/11/19.			
	Flagged Dianne Kennedy 11/29/2019 08:54 AM	There was not a confirming official signature indicating that the confirmation review was reviewed. The Confirming Official must record on the Verification Tracker the date of the confirmation review. 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.			
Certification and Benefit Issuance	Certification and Benefit Issuance		126	12/29/2019	CAP Accepted
Corrective Action History	CAP Accepted Dianne Kennedy 01/06/2020 12:41 PM	CAP Accepted			
	CAP Submitted MAUREEN MILLER 12/11/2019 02:17 PM	<p>██████████ - date corrected 12/2/19</p> <p>██████████ - date corrected 12/6/19</p> <p>██████████ - date corrected 11/27/19</p> <p>██████████ - date corrected 11/27/19</p>			
	Flagged Dianne Kennedy 11/29/2019 08:54 AM	Incomplete applications (3 missing SSN and 1 missing adult signature) 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. The number of Certification and Benefit Errors are greater or equal to 10%, therefore an Independent Review of applications must be completed for next school year. More details will be provided later in the school year regarding the process and expectations for the Independent Review. The			
Professional Standards	Professional Standards		1206		CAP Removed
Corrective Action History	CAP Removed Dianne Kennedy 11/26/2019 09:23 AM	CAP Removed			
	Flagged HOLLY REAMER 10/10/2019 12:29 PM				
Meal Counting and Claiming	Meal Counting and Claiming		302		CAP Removed
Corrective Action History	CAP Removed Dianne Kennedy 11/26/2019 09:15 AM	CAP Removed			
	Flagged Dianne Kennedy 11/26/2019 09:15 AM	The SFA must have a backup system for counting student meals, in case the primary system is compromised. An example would be if the SFA uses a computerized POS system and the power fails. A backup system could be a paper roster if the POS software program is unavailable. 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.			

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Verification	Verification		200		CAP Removed
Corrective Action History	CAP Removed Dianne Kennedy 11/26/2019 09:14 AM	CAP Removed			
	Flagged Dianne Kennedy 11/26/2019 09:14 AM	The Verification Collection Report was not electronically submitted in SNEARS by November 30th. 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.			
Certification and Benefit Issuance	Certification and Benefit Issuance		121		CAP Removed
Corrective Action History	CAP Removed Dianne Kennedy 11/26/2019 09:14 AM	CAP Removed			
	Flagged Dianne Kennedy 11/26/2019 09:14 AM	To ensure students' meal benefits eligibility is up to date, the SFA must have a backup system to maintain all the benefit issuance documents. Although necessary for all SFAs, this is especially important in electronic systems in case the system goes down. 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.			