

MIDLAND PARK BD OF ED-00303170 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		126	01/07/2018	CAP Accepted	
Corrective Action History			CAP Accepted Linda Scarpa 01/18/2018 01:48 PM	CAP Accepted			
			CAP Submitted STACY GARVEY 12/11/2017 11:30 AM	All applications have been corrected. Applications will be reviewed more closely in the future to ensure all information has been completed and determined correctly.			
			Flagged Linda Scarpa 12/06/2017 02:19 PM				
On-Site Assessment Tool	On-Site Assessment Tool	Professional Standards (1212 - 1221)		1221	01/07/2018	CAP Accepted	
Corrective Action History			CAP Accepted Linda Scarpa 01/18/2018 01:48 PM	CAP Accepted			
			CAP Submitted STACY GARVEY 12/11/2017 11:20 AM	All staff who work on National School Lunch/Breakfast related activities will received the required annual training. This will occur during the month of January each year.			
			Flagged Linda Scarpa 12/06/2017 02:19 PM	Administrative, office and/or other school staff (e.g. teachers serving and/or counting meals in the classroom) who regularly work on National School Lunch and/or School Breakfast related activities throughout the school year must meet professional standard training requirements. Staff working 20 or more hours on School Nutrition program related activities are required to complete at least 6 hours of annual training. Part time staff (working less than 20 hours per week) are required to complete at least 4 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: http://professionalstandards.nal.usda.gov/ . 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 - Site	On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review (317-321)	MIDLAND PARK HIGH	321	01/07/2018	CAP Accepted	
Corrective Action History			CAP Accepted Linda Scarpa 01/18/2018 01:50 PM	CAP Accepted			
			CAP Submitted STACY GARVEY 12/20/2017 02:37 PM	We are currently working diligently with the district to promote breakfast. We have multiple ideas that we have put in to place, such as e-mail blasts, morning announcements and flyers to remind the students the importance of a balanced breakfast. Our cashiers are continuously being trained on what a "reimbursable meal" is so they can correctly identify what a student should have on their plate and remind the student the choices they are being "offered".			
			Flagged Linda Scarpa 12/06/2017 02:20 PM	Breakfast meal counts, by category (free, reduced and/or paid) for the review period must be comparable to the meal counts for the day of review. Counts for the day of review that are significantly different from the review month are indicative of a problem with the meal counting system. SFAs are reminded that second meals and/or other ineligible meals (adults, a la carte, etc.) cannot be counted and claimed. 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. Fiscal action will be taken. An over claim may be assessed.			

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Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review (400-408)	MIDLAND PARK HIGH	401	01/07/2018	CAP Accepted	
Corrective Action History			CAP Accepted Linda Scarpa 01/18/2018 01:49 PM	CAP Accepted			
			CAP Submitted STACY GARVEY 12/20/2017 02:37 PM	Every few weeks all employees are given training on a variety of cafeteria subjects. We will continue to train our staff on each subject. After the Administrative Review was completed we held another "quick steps" training which covered "meal or no meal". We reiterated to our staff how important it is to recognize a complete meal for reimbursement. Three components, of which one must be a fruit or vegetable, out of five components (grain, protein, fruit, vegetable & milk) must be present on a students plate for it to be considered a reimbursable meal.			
			Flagged Linda Scarpa 12/06/2017 02:20 PM	Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food components in the proper quantities. One component selected must be ½ cup fruit and/or vegetable. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. If the SFA does not have offer versus serve, students must take all 5 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable lunch. 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 - Site	On-Site Assessment Tool - Site	Offer vs Serve - Day of Review (500-502)	MIDLAND PARK HIGH	500	01/07/2018	CAP Accepted	
Corrective Action History			CAP Accepted Linda Scarpa 01/18/2018 01:50 PM	CAP Accepted			
			CAP Submitted STACY GARVEY 12/20/2017 02:37 PM	We are continually training our employees through "quick step" training exercises throughout the school year. After the Administrative Review we held another "quick steps" to remind our staff on the importance of offer vs. serve. We reiterated to our staff how the student must "choose" their required meal components and instead of placing a component on the students plate we should be informing the student of all of the choices we "offer" (including our award winning farm stand with a wide array of fresh fruits and vegetables).			
			Flagged Linda Scarpa 12/06/2017 02:20 PM	At lunch, under offer versus serve, all 5 required meal components must be offered to students in minimum required quantities. Students must take a minimum of 3 food components in the required portion size. One component selected must be at least ½ cup fruit and/or vegetable. 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.			