

KEARNY BD OF ED-01702410 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
Off-Site Assessment Tool	Off-Site Assessment Tool	Certification and Benefit Issuance (100 - 121)		120	05/30/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:35 AM	CAP Accepted			
			CAP Submitted CINDY SCHALLER 05/09/2018 10:20 AM	A- Student enrolled, given application upon enrollment, if parent/guardian completes it immediately, it's processed, in genesis, & uploaded to POS. Otherwise when application is received and approved. B- Transfer students, same as above and/or if DC. Kearny does every month, DC. C- Genesis communicates to the POS as inactive. D- Automatically calculated by Genesis, communicated to the POS.			
			Flagged Katie Hunter 04/30/2018 01:45 PM	#120 Needs to be answered a-d.			
Off-Site Assessment Tool	Off-Site Assessment Tool	Verification (200 - 204)		202	05/30/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:35 AM	CAP Accepted			
			CAP Submitted CINDY SCHALLER 05/09/2018 10:21 AM	The confirming official is: Mr. Ronald Smith, Business Administrator.			
			Flagged Katie Hunter 04/30/2018 01:46 PM	The confirming official must be an individual who did not make the original eligibility determination on the applications. 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.			
Off-Site Assessment Tool	Off-Site Assessment Tool	Professional Standards (1200 - 1211)		1204	05/30/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/04/2018 08:51 AM	CAP Accepted			
			CAP Submitted CINDY SCHALLER 05/01/2018 10:37 AM	Yes: 8/23/18 Food Service Dir. training started in August and is ongoing monthly through June, 2018. Through Jan 2018, at the time of the AR, the Food Service Dir had 9.75 hours of training, including webinars (posted in SOARS Teamwork). Monthly 1 hour trainings take place, the latest training was 4/17/18, is ongoing and continuous through June. Next scheduled 1 hour training is 5/15/18.			
			Flagged Katie Hunter 04/30/2018 01:45 PM	Food service directors must complete at least 12 hours of annual training that is relevant to their specific job duties. 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: http://professionalstandards.nal.usda.gov 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.			
Off-Site Assessment Tool	Off-Site Assessment Tool	Professional Standards (1200 - 1211)		1205	05/30/2018	CAP Accepted	

KEARNY BD OF ED-01702410 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:33 AM	CAP Accepted		
			CAP Submitted CINDY SCHALLER 05/09/2018 10:28 AM	Manager training at the time of the AR in Jan, we had 6.25 hours of training logged in TEAMWORK, in SOARS. We are on tract to exceed 10 hours required for Managers. Attached, index to our training topics covered through June. Training is continuous, ongoing, and tracked. Date Implemented: 8-24-2017.		
			Flagged Katie Hunter 04/30/2018 01:44 PM	Food service program managers must have at least 10 hours of annual training that is relevant to their specific job duties. 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: http://professionalstandards.nal.usda.gov 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.		
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		124	05/30/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:26 AM	CAP Accepted		
			CAP Submitted CINDY SCHALLER 05/09/2018 10:05 AM	Answered incorrectly - Answer is n/a		
			Flagged Katie Hunter 04/30/2018 01:44 PM	SFAs that demonstrated high levels of, or a high risk for administrative error associated with certification and benefit issuance were required to conduct a second review of applications. The SFA must complete the independent review and submit the results by the required deadline 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.		
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		126	05/30/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:34 AM	CAP Accepted		
			CAP Submitted CINDY SCHALLER 05/09/2018 11:01 AM	With technical assistance provided at the time of the review, corrections were made immediately, on the dates the reviewer was here. Corrections were made from the MEL to the POS. 4/30/18 at the exit conference, it was confirmed corrections were made.		
			Flagged Katie Hunter 04/30/2018 01:45 PM			
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		133	05/30/2018	CAP Accepted

KEARNY BD OF ED-01702410 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:33 AM	CAP Accepted			
			CAP Submitted CINDY SCHALLER 05/09/2018 12:39 PM	The DC was first found to have a mistake because Anthony White could not be found, after it was found that Anthony was adopted and was now Anthony Weber we were advised he should of been taken off the DC list and required to fill out an application. We did this while the reviewer was here. We called the parent, informed her he could no longer have a DC status, we asked her to submit an application, she did, it was approved through our System, which in turn goes immediately into the POS system. Application # 1398 attached, effective 2/15/18 was changed to Free Income status.			
			Flagged Katie Hunter 04/30/2018 01:44 PM	Documentation for students directly certified as SNAP, TANF and foster is required. Certification errors were found during the State Agency review of documentation for directly certified students. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all direct certification errors recorded. The completed SFA-1 must be uploaded in Documents within the deadline to complete corrective action. 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	On-Site Assessment Tool	Professional Standards (1212 - 1221)		1217	05/30/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:34 AM	CAP Accepted			
			CAP Submitted CINDY SCHALLER 05/09/2018 10:28 AM	Yes, Managers have met 6.25 hours as of Jan. 2017when AR was completed, posted in SOARS teamwork. Trainings continues, and is ongoing through June 2018. Attached is a copy of all training topicscovered during the school year, beginning with aManagersTraining Meeting on August 24, 2017through June 2017. Monthly trainingis scheduled to kick off the 18-19 school year on August 21, 2018 andthe trainingiscontinuousthrough June 2019. Attached is a copy of the training topic's index.			
			Flagged Katie Hunter 04/30/2018 01:45 PM	School Nutrition Program managers are required to complete at least 10 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 annual training requirements will be met and the measures taken to ensure this finding will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool	On-Site Assessment Tool	Professional Standards (1212 - 1221)		1221	05/30/2018	CAP Accepted	

KEARNY BD OF ED-01702410 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
Corrective Action History			CAP Accepted Katie Hunter 05/11/2018 08:55 AM	CAP Accepted			
			CAP Submitted CINDY SCHALLER 05/09/2018 10:27 AM	Standard Operating Procedure has been established, trained staff and faculty at Washington Elem School 4/20/17, prior to 5/1/17, the date of the roll out of the Breakfast in the Classroom. We posted the SOP on each Red Bag that goes to each classroom. At the start of the School year, we will review the SOP with all staff and faculty, Washington ES, again. Any Substitute Teacher's will also be guided to follow the SOP posted on the Red Bag in each classroom. Attached: Standard Operating Procedure - Washington Elem School Breakfast in the Classroom. Administrative staff is aware, and will complete 4 hours of annual training.			
			Flagged Katie Hunter 04/30/2018 01:44 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 Components and Quantities - Day of Review (400-408)	WASHINGTON	403	05/30/2018	CAP Accepted	
Corrective Action History			CAP Accepted Katie Hunter 05/04/2018 08:51 AM	CAP Accepted			
			CAP Submitted CINDY SCHALLER 04/30/2018 02:59 PM	2 Milk varieties, 1% White and Skim White are offered in Washington ES. All the rest of the schools in district offer 1% White, FF Chocolate, & FF Strawberry. On the day of the review, our Vendor shorted us Skim Milk at Washington. We called over to the HS, and they delivered us a supply for the day. We are continuing to offer the 2 varieties of Milk in Washington, and 4 varieties at all the rest of the schools in the district during Breakfast.			
			Flagged Katie Hunter 04/30/2018 01:46 PM	A minimum of two varieties of fluid milk must be offered throughout the breakfast meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored low fat (1%) milk, fat free or low fat lactose reduced/lactose free milk. 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.			