

DELAWARE TWP BD OF ED-01901040 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
Off-Site Assessment Tool	Off-Site Assessment Tool	Civil Rights (800 - 807)		807	04/19/2018	CAP Accepted	
Corrective Action History			CAP Accepted Corinne Santos-Hernandez 05/25/2018 11:53 AM	CAP Accepted			
			CAP Submitted SUSAN JOYCE 05/25/2018 11:41 AM	Form 86 will be completed in a timely manner.			
			Flagged Corinne Santos-Hernandez 03/15/2018 09:41 AM	The SFA must annually collect racial/ethnic data and report the information for each school on the Civil Rights Compliance Form (#86). Acceptable methods of collecting the information include voluntary ID, observation or personal knowledge. The Civil Rights Compliance Form can be accessed at: www.nj.gov/agriculture/applic/forms/#5 . 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	04/19/2018	CAP Accepted	
Corrective Action History			CAP Accepted Corinne Santos-Hernandez 05/25/2018 11:53 AM	CAP Accepted			
			CAP Submitted SUSAN JOYCE 05/25/2018 11:40 AM	Applications will be reviewed for completeness prior to processing them.			
			Flagged Corinne Santos-Hernandez 03/15/2018 09:40 AM	Incomplete and/or incorrectly determined applications 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.			
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		127	04/19/2018	CAP Accepted	
Corrective Action History			CAP Accepted Corinne Santos-Hernandez 05/25/2018 11:53 AM	CAP Accepted			
			CAP Submitted SUSAN JOYCE 05/25/2018 11:39 AM	The correct income guidelines have been checked and replaced with the current ones.			
			Flagged Corinne Santos-Hernandez 03/15/2018 09:40 AM	The SFA must use the current Income Eligibility Guidelines to process applications for free and reduced price meal benefits. Any applications that were not reviewed by the state agency reviewer must be re-determined by the SFA. If incorrectly determined applications are found, students must be assigned to the correct category. Households must be notified of the eligibility change using the "Letter of Audit Results" (Form #255). 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	Verification (207 - 215)		207	04/19/2018	CAP Accepted	

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Corrective Action History			CAP Accepted Corinne Santos-Hernandez 05/25/2018 11:53 AM	CAP Accepted		
			CAP Submitted SUSAN JOYCE 05/25/2018 11:42 AM	Verification will be completed as required.		
			Flagged Corinne Santos-Hernandez 03/15/2018 09:41 AM	The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. It is recommended that staff responsible for the verification process view the recorded Verification webinar available under the Training tab 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..Describe in the CAP how this will be corrected.		