

Administrative Review Report

MANASQUAN BD OF ED-025-02930- Monmouth County

Findings and Corrective Action:

Site Name		
Form Name	Off-Site Assessment Tool	
Question #	803	
Due Date	05/25/2017	
Corrective Action Status	Flagged	
Corrective Action History	Flagged Lorena Paredes 04/25/2017 02:25 PM	SFAs must have a procedure for receiving and processing complaints alleging discrimination in the school meal programs. Complaints can be verbal or written. The USDA Program Discrimination Complaint Form (#148) can be used and is available on the Department Of Agriculture web site at: www.nj.gov/agriculture/applic/forms/#5 . Civil rights complaints can either be sent to the New Jersey Division of Food and Nutrition which in turn will forward the complaint to the Civil Rights Division of the Regional USDA Food and Nutrition Services Office. Complaints can also be sent directly to the U.S. Department of Agriculture by (1) mail: Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@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.
Site Name		
Form Name	Off-Site Assessment Tool	
Question #	1005	
Due Date	05/25/2017	
Corrective Action Status	Flagged	
Corrective Action History	Flagged Lorena Paredes 04/25/2017 02:25 PM	SFAs must make the most recent Local Wellness Policy Assessment Tool publicly available such as by posting it on school district's website. 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.
Site Name		
Form Name	Off-Site Assessment Tool	
Question #	1601	
Due Date	05/25/2017	
Corrective Action Status	Flagged	
Corrective Action History	Flagged Lorena Paredes 04/25/2017 02:25 PM	SFA must inform eligible families about the availability and location of free meals for students through the Summer Food Service Program. The following link can be used to download a brochure from USDA that can be sent to households or posted on the SFA's web site: http://www.fns.usda.gov/sites/default/files/SFSP_Promotional_Flyer.pdf . 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.
Site Name	MANASQUAN HIGH	
Form Name	On-Site Assessment Tool – Site	
Question #	410	
Due Date	05/25/2017	
Corrective Action Status	Flagged	
Corrective Action History	Flagged Lorena Paredes 04/25/2017 02:26 PM	At lunch, production records indicated that both daily and weekly minimum quantities for each component were offered. Other supporting documentation, including but not limited to the USDA Food Buying Guide, food labels, CN labels, and manufacturers product formulation statements, were provided but standardized recipes did not contain information that determines the creditable amount each menu item contributes to the meal pattern to ensure that required minimum quantities are offered. Provide, as your corrective action, the revised recipes for entrees during week of review (March 13-17) with creditable amounts listed. Please upload them in the "Document" tab. Explain in detail, the measures taken to ensure that it will not reoccur in the future. Indicate the date of

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		implementation.
Site Name	MANASQUAN HIGH	
Form Name	On-Site Assessment Tool - Site	
Question #	1105	
Due Date	05/25/2017	
Corrective Action Status	Flagged	
Corrective Action History	Flagged Lorena Paredes 04/25/2017 02:27 PM	The following items did not comply with Smart Snack regulations: Quaker Chewy Chocolate Chip granola bar, Oreo cookies, Planters Nuts and Chocolate trail mix, and Snapple Sorta Sweet Straight Up Tea. All food and beverage items sold a la carte to students during the school day must meet Smart Snack requirements including items such as soups, playa bowls, and grab and go salads. The requirements apply to items sold anywhere on the school campus (including but not limited to the cafeteria, vending machines, school store, etc.) The Alliance for a Healthy Generation calculator can be used to determine if a food or beverage meets Smart Snack requirements. A link to the calculator is available under Resources in SNEARS. A la carte items prepared on-site require a recipe to ensure that they meet Smart Snacks requirements. 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.
Site Name	MANASQUAN HIGH	
Form Name	On-Site Assessment Tool - Site	
Question #	1403	
Due Date	05/25/2017	
Corrective Action Status	Flagged	
Corrective Action History	Flagged Lorena Paredes 04/25/2017 02:27 PM	Although the Hazard Analysis Critical Control Point Food Safely Plan was available at the high school on day of review, Standard Operating Procedures were not signed. 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.
	Flagged Lorena Paredes 04/25/2017 01:51 PM	The Hazard Analysis Critical Control Point Food Safely Plan was available on day of review. However, Standard Operating Procedures were not signed. 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.
Site Name	MANASQUAN HIGH	
Form Name	On-Site Assessment Tool - Site	
Question #	1410	
Due Date	05/25/2017	
Corrective Action Status	Flagged	
Corrective Action History	Flagged Lorena Paredes 04/25/2017 02:28 PM	The review of canned red peppers on-site at Manasquan High School indicated violations with Buy American. 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.