

Administrative Review Report

JEFFERSON TWP BD OF ED – 027-02380 – Morris County

Findings and Corrective Action:

Site Name		
Form Name	On-Site Assessment Tool	
Question #		
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged Linda Scarpa 05/02/2017 01:42 PM	On site lunch review forms were not completed correctly for some of the schools within the district. In 3 schools, the required reviewer did Not sign the on site review form and in one school the review form was not dated.
Site Name		
Form Name	On-Site Assessment Tool	
Question #	126	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged Linda Scarpa 05/02/2017 01:47 PM	
Corrective Action History	Flagged Linda Scarpa 04/28/2017 12:40 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. One application was determined incorrectly, one application had the incorrect case number and one application was missing the frequency of all sources of income.
Site Name	JEFFERSON TWP MIDDLE	
Form Name	On-Site Assessment Tool - Site	
Question #	901	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged Linda Scarpa 05/02/2017 01:47 PM	
Corrective Action History	Flagged Linda Scarpa 05/02/2017 01:43 PM	SFAs with more than one school must conduct an on-site accountability review prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee. 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	ELLEN T BRIGGS	
Form Name	On-Site Assessment Tool - Site	
Question #	901	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged Linda Scarpa 05/02/2017 01:47 PM	
Corrective Action History	Flagged Linda Scarpa 05/02/2017 01:43 PM	SFAs with more than one school must conduct an on-site accountability review prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee. 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.