

BRIDGEWATER- RARTN REG BOE-03500555 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
Off-Site Assessment Tool	Off-Site Assessment Tool	Revenue from Nonprogram Foods (710)		710	04/24/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lisa Garland 04/17/2018 11:32 AM	CAP Accepted			
			CAP Submitted KATIE FILOSA 04/17/2018 11:31 AM	Per BA Peter Starrs: Going forward the school district will properly complete the Non Program Food Revenue Tool annually. We will ensure that the Non Program Food revenue tool will match the figures to our exhibit B5 and include all of it's non program food revenues and its calculation. The SFA's revenues ratio will equal or exceed the SFA's food cost ratio. We will increase revenues on adult prices to be sufficient to cover the cost. This will be monitored by Peter Starrs, Business Administrator beginning next school year, September 2018.			
			Flagged Lisa Garland 04/17/2018 10:49 AM	Finding: Revenue from Non-program Foods The Non Program Food Revenue Tool did NOT match the figures to the SFA's Exhibit B-5 Statement of Revenues, Expenses and Changes In Fund Net Position & did NOT include all of its nonprogram revenues and costs in its calculation. In addition, Revenue Ratio DID NOT equal or exceed its Food Cost Ratio as required under 7 CFR 210.14(f). Please review the NPFRT webinar in SNEARS on the proper completion of the tool: Under Resources, Training, NPFRT Webinar June 2015.			
Off-Site Assessment Tool	Off-Site Assessment Tool	Local School Wellness (1000 - 1006)		1005		CAP Removed	
Corrective Action History			CAP Removed Corinne Santos-Hernandez 02/14/2018 11:06 PM	CAP Removed			
			Flagged Corinne Santos-Hernandez 02/12/2018 01:13 PM	The Wellness Policy Assessment Tool was not completed for this school year. SFA was informed who the wellness committee members include in the district.			
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		126	03/27/2018	CAP Accepted	
Corrective Action History			CAP Accepted Corinne Santos-Hernandez 03/06/2018 09:16 AM	CAP Accepted			
			CAP Submitted PETER STARRS 03/02/2018 09:40 AM	3/1/18: The district Business Office has addressed each of the 23 students listed in the SFA-1, and have attached a file titled "CAP_resolutions." This document lists each student with the associated error and application number. The date and applicable resolution is documented for each student. The individual who will be responsible for making application determinations going forward will attend the mandatory training available through SNEARS, specifically for Determination and Verification.			
			Flagged Corinne Santos-Hernandez 02/27/2018 10:41 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	Verification (207 - 215)		208		CAP Removed	
Corrective Action History			CAP Removed Corinne Santos-Hernandez 02/27/2018 10:44 AM	CAP Removed			
			Flagged Corinne Santos-Hernandez 02/20/2018 08:59 AM	Please refer to comments for question #208.			

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On-Site Assessment Tool	On-Site Assessment Tool	Verification (207 - 215)		209	03/27/2018	CAP Accepted
Corrective Action History			CAP Accepted Corinne Santos-Hernandez 03/06/2018 09:16 AM	CAP Accepted		
			CAP Submitted PETER STARRS 03/02/2018 09:41 AM	3/1/18: The individual who will be responsible for making application determinations going forward will attend the mandatory training available through SNEARs, specifically for Determination and Verification. Any application that is selected for verification will be resolved completely prior to the household submitting a new application.		
			Flagged Corinne Santos-Hernandez 02/27/2018 10:41 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. Please refer to comments from question number 209.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Review Period (409-412)	JOHN F KENNEDY	409	03/27/2018	CAP Accepted
Corrective Action History			CAP Accepted Corinne Santos-Hernandez 03/06/2018 09:16 AM	CAP Accepted		
			CAP Submitted KATIE FILOSA 03/01/2018 12:47 PM	Production records for each school in the district will be checked for correct counts by Kim Biely at the central food service office on a monthly basis. Production records will be checked to ensure counts match the edit check worksheets. Please note that the January claim was submitted with the correct count based on the edit check worksheet for the month of January. Date: 2/23/18 Person Responsible: Kim Biely/Nick Cacciatore, Food Service Director		
			Flagged Corinne Santos-Hernandez 02/27/2018 10:43 AM	Refer to comments for question #409.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Food Safety, Storage and Buy American(1403 - 1410)	ADAMSVILLE	1408	03/27/2018	CAP Accepted
Corrective Action History			CAP Accepted Corinne Santos-Hernandez 03/06/2018 09:17 AM	CAP Accepted		
			CAP Submitted KATIE FILOSA 03/01/2018 12:47 PM	Corrective Action: All products brought in to Bridgewater Raritan will be dated on the individual can/container and be used following the "first in, first out" method to prevent products from being used past their designated shelf-life. Date: 2/23/18 Person Responsible: Nick Cacciatore, Food Service Director		
			Flagged Corinne Santos-Hernandez 02/27/2018 10:43 AM	Observations on the day of review indicated storage violations. 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	Food Safety, Storage and Buy American(1403 - 1410)	HILLSIDE	1408	03/27/2018	CAP Removed

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			Flagged Corinne Santos-Hernandez 02/23/2018 10:32 AM	Observations on the day of review indicated storage violations. 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. Please see comments for this question.		