

SUSSEX CO VOC BD OF ED-03705110 - 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	05/03/2018	CAP Accepted	
Corrective Action History			CAP Accepted Lisa Garland 04/26/2018 11:20 AM	CAP Accepted			
			CAP Submitted ANDREW ITALIANO 04/26/2018 11:19 AM	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 its non food program revenues and costs and its calculation period. This will be monitored by Andrew Italiano, BA effective September 2018.			
			Flagged Lisa Garland 04/26/2018 11:08 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. Please review the NPFRT webinar in SNEARS on the proper completion of the tool: Under Resources, Training, NPFRT Webinar June 2015.			
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		126	06/04/2018	CAP Accepted	
Corrective Action History			CAP Accepted Erlisa Levin 06/05/2018 01:42 PM	CAP Accepted			
			CAP Submitted ANDREW ITALIANO 06/04/2018 01:12 PM	Corrective action will be next opportunity the determining officer signature section will be signed.			
			Flagged Erlisa Levin 05/14/2018 09:09 PM	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	06/04/2018	CAP Accepted	
Corrective Action History			CAP Accepted Erlisa Levin 06/05/2018 01:42 PM	CAP Accepted			
			CAP Submitted ANDREW ITALIANO 06/04/2018 01:14 PM	Next opportunity verification tracker form 242 will be filled out completely and timely.			
			Flagged Erlisa Levin 05/14/2018 09:07 PM	The Confirming Official must record on the Verification Tracker the date of the confirmation review. 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.			

SUSSEX CO VOC BD OF ED-03705110 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status	
On-Site Assessment Tool	On-Site Assessment Tool	Verification (207 - 215)		214	06/04/2018	CAP Accepted	
Corrective Action History			CAP Accepted Erlisa Levin 06/05/2018 01:42 PM	CAP Accepted			
			CAP Submitted ANDREW ITALIANO 06/04/2018 01:15 PM	Next round of verification, if there is a status change, families will be updated within the 3 operating day maximum parameters.			
			Flagged Erlisa Levin 05/14/2018 09:10 PM	Changes in eligibility which result in increased benefit levels must be made as soon as possible, but no longer than 3 operating days of the date the SFA makes the final decision with verification. 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)		215	06/04/2018	CAP Accepted	
Corrective Action History			CAP Accepted Erlisa Levin 06/05/2018 01:41 PM	CAP Accepted			
			CAP Submitted ANDREW ITALIANO 06/04/2018 01:10 PM	Verification will be entirely completed next opportunity by having a SFA employee sign off in the confirming and verifying official section			
			Flagged Erlisa Levin 05/14/2018 09:07 PM	The SFA must complete the Verification Process which includes sending the "We Have Checked Your Application Letter" (Form 244) by the November 15th deadline. 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.			