

HILLSIDE BD OF ED-03902190 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance (124 - 142)		139		Flagged
Corrective Action History			Flagged Linda Scarpa 03/28/2018 06:23 PM			
On-Site Assessment Tool	On-Site Assessment Tool	Verification (207 - 215)		208	04/02/2018	CAP Accepted
Corrective Action History			CAP Accepted Linda Scarpa 03/28/2018 06:13 PM	CAP Accepted		
			CAP Submitted ANNETTE GIORDANO 03/28/2018 03:40 PM	A Confirming Official, Darice Gonzalez, School Business Admin, was appointed by the Board for the 2017-18 school year at the March 15, 2018 board of education meeting.		
			Flagged Linda Scarpa 03/03/2018 03:59 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.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Counting and Claiming - Day of Review (317-321)	HURDEN LOOKER	318	04/02/2018	CAP Accepted
Corrective Action History			CAP Accepted Linda Scarpa 03/28/2018 06:13 PM	CAP Accepted		
			CAP Submitted ANNETTE GIORDANO 03/28/2018 03:51 PM	This finding was related to a class of special needs students who have difficulty in handling their own lunch cards. As a result, a new procedure was put in place requiring the teacher to put the students' cards on their trays before the students choose their lunches. The students then proceed to the register, the cashier observes that the student has chosen the proper reimbursable meal components and then scans the student's card.		
			Flagged Linda Scarpa 03/03/2018 03:58 PM	An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for lunch. Point of service means that point in the food service operation where a determination can be made that a reimbursable free, reduced price or paid meal has been served to an eligible child. 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. 9 meals were claimed as reimbursable meals before the cashier could even see the selected meals. The tickets were given to the cashier before the meal service started, and the tickets were registered as reimbursable meals before the meal was selected.		
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review (400-408)	ABRAM P MORRIS-SAYBROOK	401	04/02/2018	CAP Accepted

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Corrective Action History			CAP Accepted Linda Scarpa 03/28/2018 06:13 PM	CAP Accepted			
			CAP Submitted ANNETTE GIORDANO 03/28/2018 03:40 PM	All staff involved in the breakfast program at APM school has been trained in Offer vs. Serve, and instructed that all bagged breakfast meals must remain intact and all items must be served to the students.			
			Flagged Linda Scarpa 03/03/2018 04:00 PM	Students must take the required number of components for breakfast in order for their meals to be claimed for reimbursement. If the SFA has offer versus serve, students must select at least 3 food items in the proper quantities. One item selected must be ½ cup fruit and/or vegetable. Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. If the SFA does not have offer versus serve, students must take all 3 components in the proper quantities. Food service staff/cashiers should receive training on how to accurately recognize a reimbursable breakfast. 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. When a student does not select the required fruit or vegetable component, the meal cannot be claimed as reimbursable, and must be claimed as an a la carte meal.			
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	Afterschool Snack Program (1700)	HURDEN LOOKER	1700	04/02/2018	CAP Accepted	
Corrective Action History			CAP Accepted Linda Scarpa 03/28/2018 06:12 PM	CAP Accepted			
			CAP Submitted ANNETTE GIORDANO 03/28/2018 03:40 PM	The staff at the Hurden Looker after school program has been instructed to maintain accurate daily snack counts going forward.			
			Flagged Linda Scarpa 03/03/2018 03:50 PM				
Other Programs	Afterschool Snack Program	Eligibility (General Area)	HURDEN LOOKER		04/02/2018	CAP Accepted	
Corrective Action History			CAP Accepted Linda Scarpa 03/28/2018 06:12 PM	CAP Accepted			
			CAP Submitted ANNETTE GIORDANO 03/28/2018 03:40 PM	Daily rosters will be maintained by the Hurden Looker after school staff and made available upon request.			
			Flagged Linda Scarpa 03/03/2018 03:51 PM	Point-of-service snack counts by student/benefit category must be maintained. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			