

NEW HORIZONS COMM CHARTER-08007290 - Corrective Action Report (Detail)

Note: The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised svste

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	NEW HORIZONS COMM CHARTER-08007290	134	06/22/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:16 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:45 PM				
	New Horizons will perform direct certification matches at least four times per school year during the required time frames. For the next school year the dates when the matches will be carried out will be marked on the calendar to remind the official to carry out these matches in a timely manner.				
Corrective Action History	Flagged by Kaitlyn Matthews 05/22/2025 01:18 PM				
	The SFA must perform direct certification matches at least four times per school year during required time frames. The mandated timelines are included in the Guidance for Determining Officials (Form #63).				
	<p>Corrective Action Finding:</p> <p>September 30th DC match was not uploaded.</p>				
	<p>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.</p>				

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Meal Counting and Claiming	Meal Counting and Claiming (Off-Site Assessment Tool) (300H)	NEW HORIZONS COMM CHARTER-08007290	306	06/22/2025	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:17 AM CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:57 PM CEP Edit Check Worksheets (Form 218) are being completed before submitting and certifying the reimbursement claims. This was implemented starting May 2025. Flagged by Kaitlyn Matthews 05/22/2025 01:19 PM CEP Edit Check Worksheets (Form 218) must be completed and required comparisons made prior to submitting and certifying the reimbursement claim. The SFA must compare each site's daily counts of free, reduced and paid meals against the number of students in that site currently eligible for free, reduced and paid meals and the attendance adjusted eligible. 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.				
Professional Standards	Professional Standards (On-Site Assessment Tool)	NEW HORIZONS COMM CHARTER-08007290	1219	06/22/2025	CAP Accepted

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Corrective Action History	<p>Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:17 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:59 PM</p> <p>Kindergarten teachers/staff received training in Civil Rights and Meal Counting and Claiming. The training took place on June 6, 2025. The same training will be carried out in September, 2025 at the beginning of the new school year.</p> <p>Flagged by Kaitlyn Matthews 05/22/2025 01:21 PM</p> <p>Administrative, office and/or other school staff (e.g. teachers serving and/or counting meals in the classroom) who regularly work on National School Lunch and/or School Breakfast related activities throughout the school year must meet professional standard training requirements. Staff working 20 or more hours on School Nutrition program related activities are required to complete at least 6 hours of annual training. Part time staff (working less than 20 hours per week) are required to complete at least 4 hours of annual training. Training can be obtained in a variety of formats, including online courses, live or recorded webinars, in-person trainings/workshops, conferences, meetings etc. Training resources are also available at: https://theicn.org/.</p> <p>Corrective Action Finding:</p> <p>Kindergarten students receive breakfast in the classroom. Kindergarten teachers/staff must complete Civil Rights and Meal Counting and Claiming training.</p> <p>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.</p>				
Group 1: CA Count (2)		NEW HORIZONS COMM CHARTER-08007290		06/22/2025	CAP Accepted

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Corrective Action History	<p>Corrective Action Plan: Accepted by Kaitlyn Matthews 07/10/2025 01:25 PM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Tom Omwega 07/09/2025 05:36 PM</p> <p>New Horizons Community Charter School is developing a food safety plan for the service of meals that complies with Hazard Analysis Critical Control Point (HACCP) principles. Its implementation will be carried out at the beginning of the next school year in September 2025.</p> <p>Flagged by Kaitlyn Matthews 05/22/2025 01:24 PM</p> <p>SFA did not have a food safety plan implemented. Schools participating in the school lunch and breakfast programs must implement a food safety program for the preparation and service of meals that complies with Hazard Analysis Critical Control Point (HACCP) principles.</p> <p>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
	<p>Flagged by Kaitlyn Matthews 05/22/2025 01:24 PM</p> <p>The SFA must have a food safety plan in place that includes HACCP standard operating procedures (SOP), as well as monitoring, corrective action, and record keeping procedures. Further guidance on required elements for the HACCP plan can be found in "HACCP Based Standard Operating Procedures" available on the NJDOA website.</p> <p>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
Afterschool Snack Program	Afterschool Snack Program (On-Site Assessment Tool - Site) (1700H)	NEW HORIZONS COMM CHARTER-3269		06/22/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:16 AM CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:50 PM Production Records for the After School Program will be completed daily and maintained for a minimum of three years. The After school Program ended in May and this means the implementation of this corrective action will commence in September 2025 when this program resumes. Flagged by Kaitlyn Matthews 05/22/2025 01:19 PM Production records must be completed daily and maintained for a minimum of three years. Production records must list each meal component and reflect that the planned portion sizes meet the meal pattern component requirements. Snacks claimed for reimbursement must meet the 2 component per student requirements. Corrective Action Finding: SFA is not completing production records for the After School Snack Program. State agency is unable to determine the meal components served for the review week. 474 meals are non-reimbursable. 4/7/25- 92 snacks 4/8/25- 94 snacks 4/9/25- 97 snacks 4/10/25- 96 snacks 4/11/25- 95 snacks Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Afterschool Snack Program	Afterschool Snack Program (Other Programs)	NEW HORIZONS COMM CHARTER-3269		06/22/2025	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	<p>Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:16 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:50 PM</p> <p>Production Records for the After School Program will be completed daily and maintained for a minimum of three years. The After school Program ended in May and this means the implementation of this corrective action will commence in September 2025 when this program resumes.</p> <p>Flagged by Kaitlyn Matthews 05/22/2025 01:34 PM</p> <p>Production records must be completed daily and maintained for a minimum of three years. Production records must list each meal component and reflect that the planned portion sizes meet the meal pattern component requirements. Snacks claimed for reimbursement must meet the 2 component per student requirements.</p> <p>Corrective Action Finding:</p> <p>SFA is not completing production records for the After School Snack Program. State agency is unable to determine the meal components served for the review week. 474 meals are non-reimbursable.</p> <p>4/7/25- 92 snacks</p> <p>4/8/25- 94 snacks</p> <p>4/9/25- 97 snacks</p> <p>4/10/25- 96 snacks</p> <p>4/11/25- 95 snacks</p> <p>Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
Dietary Specification Assessment Tool (On Site Observation)	Dietary Specification Assessment Tool (On Site Observation) (Nutrition/Meal Compliance)	NEW HORIZONS COMM CHARTER-3269	22	06/22/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:16 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:43 PM				
	During breakfast and lunch condiments such as ketchup, mustard, salad dressing are now being offered in portion controlled (PC) packaging. The date of implementation was May 29, 2025. New Horizons will ensure that this system remains in place during the next school year.				
Corrective Action History	Flagged by Kaitlyn Matthews 05/22/2025 01:18 PM				
	At breakfast and lunch, condiments (e.g. hot sauce, ketchup, mustard, salad dressing) should be offered in portion cups, portion controlled (PC) packaging or by use of appropriate serving size utensils to limit portion size allowed per meal.				
	<p>Corrective Action Finding:</p> <p>Day of observation lunch/breakfast- ketchup and syrup were not in portion-controlled packaging.</p>				
	<p>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	NEW HORIZONS COMM CHARTER-3269	325	06/22/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:17 AM CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 03:15 PM Class rosters indicating Kindergarten students who received breakfast meals in the classroom are being kept on file. The implementation Date was May 30, 2025. Flagged by Kaitlyn Matthews 05/22/2025 01:24 PM Breakfast counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim. The state agency has determined that the inaccurate method counting, combining, and recording of meals for breakfast for the review period is an ongoing systemic problem. The system of counting meals must be corrected. Corrective Action Finding: Kindergarten students receive breakfast in the classroom. On the day of review, the state agency observed rosters being completed in the classroom. The review month rosters were not available because they are discarded and not kept on file. Unable to verify breakfast meal counts for the review month due to inaccurate meal counting and claiming. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	NEW HORIZONS COMM CHARTER-3269	403	06/22/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:17 AM CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 03:06 PM Two varieties of fluid milk are being offered during breakfast and lunch meal service. The date of implementation was May 30, 2025. New Horizons will ensure that the two varieties of fluid milk will continue being provided during break fast and lunch in the next school year. Flagged by Kaitlyn Matthews 05/22/2025 01:22 PM A minimum of two varieties of fluid milk must be offered throughout the breakfast and lunch meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low-fat lactose reduced/lactose free milk. Corrective Action Finding: Day of review lunch observation- only 1% white milk was served. Day of review breakfast observation- 1% white milk and chocolate milk was served. Toward the end of the breakfast meal service, SFA ran out of chocolate milk leaving one milk variety. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	NEW HORIZONS COMM CHARTER-3269	404	06/22/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:16 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:42 PM				
	Signage identifying the components of the reimbursable break fast and lunch meals have been posted near the beginning of the serving area including classrooms. The date of implementation was May 30, 2025. The signage will continue being posted in the coming school year.				
Corrective Action History	Flagged by Kaitlyn Matthews 05/22/2025 01:18 PM				
	Signage must be posted at or near the beginning of the serving line/serving area (including classrooms, if applicable) identifying the components of the reimbursable breakfast and lunch. Posting only a monthly menu does not meet this requirement.				
Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.					
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	NEW HORIZONS COMM CHARTER-3269	410	06/22/2025	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:17 AM CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 03:08 PM A minimum of two varieties of fluid milk are being offered during breakfast and lunch service. New Horizons will ensure that this procedure is followed at all times. Starting date of implementation was May 30, 2025 Flagged by Kaitlyn Matthews 05/22/2025 01:21 PM A minimum of two varieties of fluid milk must be offered throughout the breakfast and lunch meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low-fat lactose reduced/lactose free milk. Corrective Action Finding: Review Week Breakfast 4/7/2025-4/11/2025: One type of milk (low fat unflavored) was served. -Repeat violation from 2021-2022 Administrative Review Review Week Lunch, 4/9/2025 and 4/11/2025: One type of milk (low fat unflavored) was served. 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.				
Civil Rights	Civil Rights (On-Site Assessment Tool - Site) (811H)	NEW HORIZONS COMM CHARTER-3269	811	06/22/2025	CAP Accepted

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<p>Corrective Action History</p>	<p>Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:17 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:58 PM</p> <p>New Horizons will have the current USDA " And Justice for All" poster displayed in a prominent location and visible to the students.</p> <p>The current USDA " And Justice for All" poster is now displayed in all meal service areas i.e. Upper Cafeteria, Lower Cafeteria , Gym and Kindergarten classrooms. The day of implementation was May 26, 2025.</p> <p>Flagged by Kaitlyn Matthews 05/22/2025 01:19 PM</p> <p>The SFA must have the current USDA "And Justice for All" poster displayed in a prominent location and visible to the students.</p> <p>Corrective Action Finding:</p> <p>The current USDA "And Justice for All" poster was not displayed in all meal service areas (upper cafeteria, gym, and kindergarten classrooms).</p> <p>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				
<p>Food Safety, Storage and Buy American</p>	<p>Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)</p>	<p>NEW HORIZONS COMM CHARTER-3269</p>	<p>1406</p>	<p>06/22/2025</p>	<p>CAP Accepted</p>

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Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 07/07/2025 09:16 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Tom Omwega 06/20/2025 02:44 PM				
	Copies of the food safety inspection report are now posted in a publicly visible locations. These include the cafeterias, the Kindergarten classrooms and the gym. The date of implementation was May 30, 2025. The food inspection report will continue being posted in the same way during the coming school year.				
	Flagged by Kaitlyn Matthews 05/22/2025 01:18 PM				
	The food safety inspection report was not posted in a publicly visible location.				
	Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.				

Report Selections

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged