

LEARNING COMM CHARTER-08007115 - 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 system-wide.

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	LEARNING COMM CHARTER-08007115	126	03/15/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 04/05/2024 09:08 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by ULRIKA BOIJORT 03/15/2024 01:37 PM				
	<p>Application #1057, correction date 3/8/24</p> <p>Application #1548, correction date 2/27</p> <p>Application #1667, correction date 3/8/24</p> <p>Application #1628, correction date 3/14/24</p> <p>Application #1475, correction date 2/27/24</p> <p>Application #1180, correction date 3/13/24</p>				
Corrective Action History	Flagged by Erlisa Levin 02/14/2024 02:17 PM				
	<p>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 and/or SFA-2.) The SFA must indicate the date of correction for all application errors. Do not identify the students' names when providing the documentation under the SFA comments. *****The number of Certification and Benefit Errors are greater or equal to 10%, therefore an Independent Review of applications must be completed for next school year. More details will be provided later in the school year regarding the process and expectations for the Independent Review.</p>				
Verification	Verification (On-Site Assessment Tool) (207H)	LEARNING COMM CHARTER-08007115	208	03/15/2024	CAP Submitted

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Corrective Action History	Corrective Action Plan: Submitted by ULRIKA BOIJORT 04/09/2024 10:48 AM				
	This was all about a human error since the application was not double checked, due to the fact that I believed the software would make the correct calculation. And therefore, no Letter of Audit Results was sent out to the household.				
	Starting immediately, 4/9/24 any new applications will also be manually verified.				
	Corrective Action Plan: Rejected by Erlisa Levin 04/05/2024 09:07 AM				
	Please put the date and give more information as to how the error was made				
Corrective Action History	Corrective Action Plan: Submitted by ULRIKA BOIJORT 03/15/2024 12:01 PM				
	Unfortunately, the application was marked incorrectly by the software program. All applications from now on will also be audited manually and the correct notifications to the household will be sent out. The meal counting will be updated accordingly.				
	Flagged by Erlisa Levin 02/16/2024 12:55 PM				
	If the confirming official does not validate the original determination of an application, the SFA must send the Letter of Audit Results (Form 255) to the household and update the meal counting and claiming system. The SFA must then select another application to verify.				
	Verification	Verification (On-Site Assessment Tool) (207H)	LEARNING COMM CHARTER-08007115	209	03/15/2024
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 04/05/2024 09:09 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by ULRIKA BOIJORT 03/15/2024 12:46 PM				
	The SFA will take the appropriate action to make sure that all Error Prone applications are properly verified in a timely manner.				
	Staff responsible for the verifications will view the Verification webinar and adhere to a strict schedule during the verification period, including when to send letters, follow up, and determine if the error prone applications are eligible. The schedule will be supervised by the Hearing Officer. Implementation 7/1/24.				
Corrective Action History	Flagged by Erlisa Levin 02/16/2024 12:55 PM				
	Applications selected for verification must be chosen randomly from error prone applications. If there are not enough error prone applications to meet the required sample size, the SFA must randomly select additional approved applications to meet the required number. 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.				
	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.				

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Verification	Verification (On-Site Assessment Tool) (207H)	LEARNING COMM CHARTER-08007115	214	03/15/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 04/05/2024 09:08 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by ULRIKA BOIJORT 03/15/2024 01:32 PM				
	<p>If the SFA's verification deadline has not been met or if there is a change in the eligibility status for any other reason the change to the student's status will be changed the next school day of the change in status determination date the latest. The status will be changed in the SIS which syncs with the MEL and POS every 24 hours. Date of implementation is 7/1/24.</p> <p>Flagged by Erlisa Levin 02/16/2024 12:56 PM</p> <p>The SFA must update student eligibility status when there are changes in eligibility due to verification results. 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> <p>Please update the status from the students eligibility on the MEL and POS</p>				
Local School Wellness	Local School Wellness (Off-Site Assessment Tool) (1000H)	LEARNING COMM CHARTER-08007115	1005	03/15/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 04/05/2024 09:06 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by ULRIKA BOIJORT 03/15/2024 11:52 AM				
	<p>The Wellness Policy was assessed and approved on 1/19/24</p> <p>Flagged by Erlisa Levin 02/14/2024 02:45 PM</p> <p>A copy of the most recent assessment of the implementation of the local school wellness policy was not provided. The wellness policy must be assessed by the wellness committee, on a triennial basis or more recent depending on your local wellness policy. Provide the date the assessment was completed. In addition, upload a copy of the assessment to the documents tab.</p>				
Group 1: CA Count (2)		LEARNING COMM CHARTER-08007115		03/15/2024	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Erlisa Levin 04/05/2024 09:08 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by ULRIKA BOIJORT 03/15/2024 02:35 PM				
	Question 211: The SFA will make sure that a second attempt to contact the household is made. When I household fails to respond to the Notice to Household Letter, the staff at the SFA will email and call the household as a follow up. Notifications and reminders to the staff responsible for the verification will be set up and supervised by the Hearing Officer.				
	Implementation 7/1/24				
	Question 212: The SFA is using form 236 as the template for the First Notice to Houshold and will continue to use it. The staff responsible for the verification will complete and submit Collection part 1 as soon as it opens in SNEARS. When Verification part 2 opens in SNEARS, staff will complete and submit, Letters to households will then be sent out. Second attempts to notify households will be made in a timely manner. Deadlines for verification process and collection part 2 will be met by setting up reminders on a weekly basis.				
	Flagged by Erlisa Levin 02/16/2024 01:03 PM				
	When households fail to respond to the request for verification, a second attempt must be made. The SFA can either call, email, or use the "Second Notice to Household" (Form 21). Explain, in detail, the specific steps that will be taken to meet the requirements and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.				
	Flagged by Erlisa Levin 02/16/2024 01:03 PM				
	The SFA's verification notification letter must include all required information. It is highly suggested that the SFA use the "First Notice to Household" (Form 236). Explain, in detail, the specific steps that will be taken to meet this verification requirement and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.				

Report Selections

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