

## Empowerment Acad Charter School-08006103 - 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)	Empowerment Acad Charter School-08006103	126	04/07/2025	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Kaitlyn Matthews 03/27/2025 03:37 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Sandra Francis 03/10/2025 02:35 PM				
	Implementation 3/10/25				
	Application 3992, 4241, 4283, 4359, 4283, and 4359 were corrected and recorded on the Benefit Issuance Worksheet and Eligibility Certification.				
Flagged by Kaitlyn Matthews 03/06/2025 02:24 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 and/or SFA-2.)					
<b>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.</b>					
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	Empowerment Acad Charter School-08006103	137	04/07/2025	CAP Accepted

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**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
Corrective Action History	Corrective Action Plan: Accepted by Kaitlyn Matthews 03/27/2025 03:37 PM CAP Accepted				
	Corrective Action Plan: Submitted by Sandra Francis 03/10/2025 02:34 PM  Date of Implementation: 3/10/25 Applications have be reviewed for accuracy. Erroneous data was updated in MEL, Emergency Rosters, & POS. In the future additional internal reconciliations will take place 3 times per school year.				
Corrective Action History	Flagged by Kaitlyn Matthews 03/06/2025 02:23 PM				
	Eligibility determinations must be correctly transferred from the source document (applications, DC documentation) to the benefit issuance documents (e.g. tickets, master eligibility list, rosters, POS system). A test of the benefit issuance system compared to the benefit issuance documentation reviewed indicated certified eligibility was transferred incorrectly. All discrepancies were recorded on the Eligibility Certification and Benefit Issuance Error Worksheet (SFA-1). Correct the errors indicated and record the date of correction in the CA.  <b>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.</b>				
Verification	Verification (On-Site Assessment Tool) (207H)	Empowerment Acad Charter School-08006103	208	04/07/2025	CAP Accepted

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<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Kaitlyn Matthews 03/27/2025 03:37 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Sandra Francis 03/10/2025 02:37 PM				
	Implementation 3/10/2025				
	On the most recent Form #242 dated on 8/24; the Verifying Official Signature was removed from the form for confirmation. As a result in the changes the SFA overlooked the "Confirmation Review" check box. These have been checked and initialed by the secondary verifying official.				
	In the future, closer examination of State Issued forms will looked at with closer scrutiny and we will reach out to the NJ Department of Agriculture for clarification as needed.				
	Flagged by Kaitlyn Matthews 03/06/2025 02:23 PM				
	The Confirming Official must record on the Verification Tracker the date of the confirmation review.				
	<b>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.</b>				

**Report Selections**

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