

## Beis Hachinuch Inc-03009818 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (Off-Site Assessment Tool) (100H)	Beis Hachinuch Inc-03009818	105	06/15/2023	CAP Accepted
<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Jill Dailey 06/27/2023 02:23 PM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Bracha Steinfeld 05/25/2023 02:59 PM</p> <p>05/25/23.In the future , we will make sure that applications are determined in a timely fashion. We are considering the option of obtaining a Time stamp to help with this issue</p> <p>Flagged by Jill Dailey 05/15/2023 07:52 AM</p> <p>Applications must be reviewed in a timely manner. The eligibility determination must be made, the household notified of their status, and the status implemented, within 10 operating days of the receipt of the application. It is strongly suggested that a SFA representative watch the Certification &amp; Benefit Issuance Determining Officials webinar for further training, which can be found in SNEARS under the Training Tab.</p> <p>There was several applications (App #2, App #11, App #15, App #98) in which it appears they were approved outside the 10 operating days of the receipt of the application. For example, App #98 was dated by the family in September of 2022 and not approved by the SFA until 10/26/2022. It was suggested to the SFA to indicate when the SFA received the application to ensure they are approved in a timely manner and within USDA regulations.</p> <p>Explain, in detail, how the finding was corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p><b>Indicate the date of implementation.</b></p>				
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	Beis Hachinuch Inc-03009818	139	06/15/2023	CAP Accepted
<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Jill Dailey 06/27/2023 02:27 PM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Bracha Steinfeld 05/25/2023 03:26 PM</p> <p>05/25/23. We have updated our rosters and counting and claiming system to make sure that each child is listed and is in their proper class. In the future we will take care that all is accurate and will update as changes occur</p> <p>Flagged by Jill Dailey 05/15/2023 07:54 AM</p> <p>The SFA must update coded rosters whenever there is a change in eligibility as a result of verification, resubmitted applications, new students, transferred or withdrawn students.</p>				

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	<p>Application #19 [REDACTED] was missing from the roster sheets for the month of review.</p> <p>Application #84 [REDACTED] was listed on both the Grade 2B Roster and Grade 3 Roster for the month of review. She was also listed twice on the breakfast and lunch computerized excel spreadsheet where the SFA totals their daily and monthly meal counts by transferring the data from the daily POS rosters for the month of review. This error carried-over into the day of review at breakfast.</p> <p>Errors were recorded on the Eligibility Certification and Benefit Issuance Error Worksheet (SFA-1). Correct the errors indicated and record the date of correction on the SFA-1.</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.</p> <p><b>Indicate the date of implementation.</b></p>				
Meal Counting and Claiming	Meal Counting and Claiming (On-Site Assessment Tool) (314H)	Beis Hachinuch Inc-03009818	314	06/15/2023	CAP Accepted
<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Jill Dailey 06/27/2023 02:26 PM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Bracha Steinfeld 05/25/2023 03:21 PM</p> <p>5/25/23. OVS has been updated in SNEARS. In the future we will make sure that the site details are accurate</p> <p>Flagged by Jill Dailey 05/15/2023 07:53 AM</p> <p>The SFA must indicated on the Schedule A Site Details page in SNEARS whether or not they are operating under Offer vs Serve. According to the Site Details, the SFA is operating under Offer vs Serve, but the on-site observation of both breakfast and lunch demonstrated that the SFA is operating under Serve Only. The Schedule A must be revised to reflect that Offer vs Serve is not being used at the SFA.</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.</p> <p><b>Indicate the date of implementation.</b></p>				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	Bais Hachinuch L'banos-226466	318	06/15/2023	CAP Accepted

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<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Jill Dailey 06/27/2023 02:29 PM				
	CAP Accepted				
<b>Corrective Action History</b>	Corrective Action Plan: Submitted by Bracha Steinfeld 05/25/2023 03:12 PM				
	05/25/23. We have retrained the teachers to make sure that they are aware of the proper counting procedures				
<b>Corrective Action History</b>	Flagged by Jill Dailey 05/15/2023 07:53 AM				
	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.				
<b>Corrective Action History</b>	On the day of review at lunch, in classroom 1B, a teacher had completed meal service. The number of students who received reimbursable meals were 15, but on the roster only 13 students were marked as having received a reimbursable meal. The other two students were marked with an "A", indicating they were absent and/or did not receive a reimbursable meal. The teacher indicated she was going to make the correction later. It was discussed that the teacher needs to mark the student roster with a check or slash right after they receive a complete reimbursable meal. The correction was made to the roster sheet.				
	Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.				
<b>Corrective Action History</b>	<b>Indicate the date of implementation.</b>				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	Bais Hachinuch L'banos-226466	320	06/15/2023	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Jill Dailey 06/27/2023 02:28 PM				
	CAP Accepted				
<b>Corrective Action History</b>	Corrective Action Plan: Submitted by Bracha Steinfeld 05/25/2023 03:23 PM				
	05/25/23. We have retrained the teachers to make sure that they are aware of the proper counting procedures. In the future, we will double check to make sure that everything is accurate				
<b>Corrective Action History</b>	Flagged by Jill Dailey 05/15/2023 07:53 AM				
	Daily lunch and breakfast meal totals, by category, must be correctly counted, combined and recorded for each school. Either an electronic or manual system is allowable for use, as long as the system and process used yield an accurate count free, reduced, and paid reimbursable meals were served. When the SFA's meal counting process involves several steps, multiple transfers of counts from one document/computer to another and/or many different sub processes within the main meal counting process, there is more likelihood of errors occurring. The meal counting process should be streamlined and consistently provide accurate counts.				
<b>Corrective Action History</b>	The day of review counts for lunch for Paid/Denied Students varied between the SFA and SA. The SFA counted 87 Paid Lunch Meals and the SA counted 89 Paid Lunch Meals. It was determined that the roster meal counts are manually transferred to an				

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	<p>excel spreadsheet. The inputter marked 2 paid/denied students from the 3rd grade roster as not receiving a reimbursable meal on the day of review (5/10), but according to the roster used at the POS these students did receive a lunch meal on 5/10, but not on 5/9. This information was transferred incorrectly for the day of review.</p> <p>The day of review count for breakfast for Paid/Denied Students also varied between the SFA and SA. The SFA provided a count of 88 Paid Lunch Meals and the SA counted 87 Paid Lunch Meals. It was determined that a student was listed in the excel spreadsheet as being in Grade 2B and Grade 3 with difference eligibility statues. For the SFA's day of review counts, this student was claimed as both denied and free. The student's true eligibility according to their Application #84 (which was reviewed as part of the administrative review) is free. The student's name on the roster at the POS is listed correctly in only Grade 3. The incorrect counting is coming from the computerized excel spreadsheet where the student is listed twice.</p> <p>The state agency has determined that the inaccurate method counting, combining, and recording of meals for lunch and breakfast is an ongoing systemic problem. The system of counting meals, must be corrected. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.</p> <p><b>Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.</b></p>				
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Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	Bais Hachinuch L'banos-226466	321	06/15/2023	CAP Accepted
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<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Jill Dailey 06/27/2023 02:29 PM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Bracha Steinfeld 05/25/2023 03:01 PM</p> <p>05/25/23. We will make sure that our rosters are accurate and contain all of the enrolled students. We will update them right away in the event that changes in enrollment occur.</p> <p>Flagged by Jill Dailey 05/15/2023 07:53 AM</p> <p>Lunch and breakfast meal counts, by category (free, reduced and/or paid) for the review period must be comparable to the meal counts for the day of review. Counts for the day of review that are significantly different from the review month are indicative of a problem with the meal counting system. SFAs are reminded that second meals and/or other ineligible meals (adults, a la carte, etc.) cannot be counted and claimed.</p> <p>The errors found during the on-site review of the SFA's counting and claiming methods are leading to a potential current underclaim and/or a previous overclaim. These include students missing from daily POS rosters, students being claimed on multiple rosters, and human error in the transfer of data from the daily POS roster to a computerized excel spreadsheet.</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.</p>				
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	<p><b>Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.</b></p>				
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	Bais Hachinuch L'banos-226466	325	06/15/2023	CAP Accepted
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Jill Dailey 06/27/2023 02:24 PM</p> <p>CAP Accepted</p> <p>Corrective Action Plan: Submitted by Bracha Steinfeld 05/25/2023 03:09 PM</p> <p>05/25/23. We will make sure that our rosters are accurate and contain all of the enrolled students. We will take extra care that each student should be in their proper roster for their class. We will update them right away in the event that changes in enrollment occur.</p> <p>Flagged by Jill Dailey 05/15/2023 07:53 AM</p> <p>The state agency has determined that the inaccurate method counting, combining, and recording of meals for lunch and breakfast for the review period is an ongoing systemic problem. The system of counting meals must be corrected.</p> <p>Rosters for each class are used for counting reimbursable meals. Additionally, the SFA manually transfers these records to an excel spreadsheet to obtain a daily and monthly count for the number of free, reduced and paid meals that were served. Errors were found on both the month of review rosters and excel spreadsheet.</p> <p>A student for the month of review was listed in both Grade 2B and Grade 3 on the daily POS roster sheets for both breakfast and lunch and the computerized excel spreadsheet used by the SFA to obtain both daily and monthly meal counts. The POS roster sheets are marked as the student having received a meal twice throughout the month at both breakfast and lunch. This error did carry-over to the day of review at breakfast on the computerized excel spreadsheet (documented on the day of review).</p> <p>Additionally, for the month of review a student was missing from the daily POS roster sheets. She was listed on the computerized excel spreadsheet, but no meals were claimed for this student. At some point this was corrected, as the student was listed on the day of review daily roster sheets for both breakfast and lunch. This was Application #19.</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.</p> <p><b>Indicate the date of implementation. Fiscal action will be taken. An over claim may be assessed.</b></p>				

## Beis Hachinuch Inc-03009818 - Corrective Action Report (Detail)

Group 1: CA Count (2)		Beis Hachinuch Inc-03009818		06/15/2023	CAP Rejected
<b>Corrective Action History</b>	<p>Corrective Action Plan: Rejected by Jill Dailey 09/07/2023 01:55 PM</p> <p>Sanitation Certificate not provided for SY2022-2023: please see letter from the Division of Food and Nutrition dated September 5, 2023.</p> <hr/> <p>Corrective Action Plan: Submitted by Bracha Steinfeld 05/25/2023 03:28 PM</p> <p>05/25/23. We are in middle of a communication with the Health Dept and we expect the issue to be resolved and a Health inspection received within the next week or so</p> <hr/> <p>Flagged by Jill Dailey 05/15/2023 07:52 AM</p> <p>Either only one, none or an outdated food safety inspection report was posted in a publicly visible location. SFA is responsible for obtaining two food safety inspections during the current school year and if current inspections are not already scheduled, SFA should request an inspection in writing from the Board of Health.</p> <p>The SFA was unable to provide and had no food safety inspection report to post as one has not been obtained by the SFA prior to moving school operations into a new building since the beginning of the 2022-2023 school year.</p> <p>Failure to provide a food safety inspection certificate for the 2022-2023 school year for this new building within 30 days will put both the SFA's reimbursement and participation in jeopardy.</p> <p><b>Describe in the CAP how this will be corrected.</b></p>				
	<p>Flagged by Jill Dailey 05/15/2023 07:52 AM</p> <p>SFA did not have a food safety inspection for the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections.</p> <p>During Beis Hachinuch's Administrative Review, it was found that a Sanitation Certificate for the new school building which opened for the 2022-2023 school year has not yet been obtained. This is a serious violation. The SFA will have 30 days from the time the corrective action is released to obtain and submit in the documents tab in SOARS a current Sanitation Certificate. If a Sanitation Certificate is not submitted within 30 days, reimbursement and participation for Beis Hachinuch will be placed in jeopardy.</p> <p><b>Describe in the corrective action how this will be corrected.</b></p>				

### Report Selections

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