

## LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	LACEY TWP BD OF ED-02902480	126	04/19/2024	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:26 AM CAP Accepted				
	Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 11:33 AM FSD will double check and recheck all information provided prior to hitting submit button. ABA will review applications as well.				
	Flagged by Casey Miller 03/19/2024 02:44 PM				
	<p>Incomplete and 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.)</p> <p><b>Please respond to this corrective action with the following statement in the comment box: "See SFA-1 and SFA-2 for corrections."</b></p> <p><b>Then, go to the <u>Errors tab</u> SFA-1 and SFA-2 and enter the date of correction, check the complete box, and explain how the application error was corrected in the comments. Do not identify the students' names in the comments.</b></p>				

## LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Verification	Verification (On-Site Assessment Tool) (207H)	LACEY TWP BD OF ED-02902480	208	04/19/2024	CAP Accepted
<b>Corrective Action History</b>	<p>Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:24 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/17/2024 03:02 PM</p> <p>The board office will perform a verification review in 2024-25SY.</p> <p>Flagged by Casey Miller 03/19/2024 02:44 PM</p> <p>A confirmation review of the applications selected for verification must be done prior to the start of the verification process by someone other than the determining official. The Confirming Official must sign and record the date the confirmation review took place on the verification tracker.</p> <p>Error: A confirmation review was not done for the applications selected for verification.</p> <p><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></p>				
Verification	Verification (On-Site Assessment Tool) (207H)	LACEY TWP BD OF ED-02902480	209	04/19/2024	CAP Submitted

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

<b>Corrective Action History</b>	<p>Corrective Action Plan: Submitted by Joseph Raimo 04/19/2024 05:51 PM</p> <p>Application : #651 Application states 3 for household corrected 3/8/24</p> <p>Application : 369 Remains reduced after data verified Corrected 3/22/24</p> <p>Application : 246 .Remains free after data verified corrected 3/22/24</p>
	<p>Corrective Action Plan: Rejected by Casey Miller 04/19/2024 11:43 AM</p> <p>Please add date that Application 651 was corrected. Please add for each application the corrections, for example App 651 remained as household of 3 free eligible. App 369 remained reduced with proof of second income, and 246 if eligibility changed due to information received.</p>
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/17/2024 08:36 AM</p> <p>Contacted the Families of the three applications with errors and received Documents to correct the issue</p> <p>Application : 651 Had the deceased father on the application when the computer auto entered the Contact information.</p> <p>Application : 369 3/22/24 Reviewed document were auditor stated missing income second person pay stub was included in verification was last page in packet.</p> <p>Application : 246 3/22/24 spoke with Mrs. Francesca Eguia she stated that her husband is a union trade worker and is currently unemployed. He does not receive unemployment he has to report to the union hall.</p>
	<p>Flagged by Casey Miller 03/19/2024 02:39 PM</p> <p>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.</p> <p>Error: There were 3 applications that were verified incorrectly (net income was used instead of gross income) and 3 applications that verification was incomplete (not all incomes reported on application were verified). These verification errors were recorded on the SFA-2.</p> <p><b>Please respond to this corrective action with the following statement in the comment box: "See SFA-2 for corrections."</b></p> <p><b>Then, go to the <u>Errors tab SFA-2</u> and enter the date of correction, check the complete box, and explain how the application error was corrected in the comments. Do not identify the students' names in the comments.</b></p>

## LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Verification	Verification (On-Site Assessment Tool) (207H)	LACEY TWP BD OF ED-02902480	214	04/19/2024	CAP Accepted
Corrective Action History	<p>Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:18 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/08/2024 10:31 AM</p> <p>Will make sure to send form 244 during future verifications.</p> <p>Flagged by Casey Miller 03/19/2024 02:39 PM</p> <p>After completing verification, the SFA must send households notification of the results of verification. The results letter must contain all required information, including notification of appeal rights. It is strongly suggested the SFA use "Verification Results Letter" (Form 244). Households for whom benefits were to be reduced or terminated, due to verification, must be given 10 calendar days written advance notice of the change in eligibility.</p> <p>Error: There was no documentation indicating that the SFA sent the final verification letter notifying households of the results of verification.</p> <p><b>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.</b></p>				
Civil Rights	Civil Rights (On-Site Assessment Tool) (809H)	LACEY TWP BD OF ED-02902480	810	04/19/2024	CAP Accepted

## LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:21 AM CAP Accepted				
	Corrective Action Plan: Submitted by Daniel Rath 04/17/2024 08:40 AM After the auditor pointed out that we had the old statement up it was corrected on all Documents and uploaded to webpage 03/14/24 Flagged by Casey Miller 03/19/2024 02:40 PM  The current USDA non-discrimination statement must be included on all program materials/documents distributed to households or posted on the SFA's website. The current statement can be found in SNEARS Resources or on the NJDA Forms website.  Error: The Letter to Notify Households of Eligibility Status (Form 424) and the school district's website had the old 2015 non-discrimination statement.  <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>				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	FORKED RIVER ELEM-1754	400	04/19/2024	CAP Accepted

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Casey Miller 04/19/2024 11:13 AM CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 12:08 PM 3/11 Cereal was removed as an option for lunch. if need be will add string cheese to meet M/MA requirement</p>				
	<p>Flagged by Casey Miller 03/19/2024 02:46 PM</p> <p>All 5 required meal components for lunch must be available on every serving line/serving area prior to the beginning and during the entire meal service. In addition, each lunch option must be planned to include the required meal components for students to choose from. Accurate production records must be kept and should be used to plan that all meal components are made available to all students.</p> <p>Error: For the day of review 3/4, the cereal bag alternate lunch option was missing the meat/meat alternate component. This lunch option came with cereal, cheez-its, and a juice and the students could select milk, vegetable, and another fruit. The meat/meat alternate component was not available for students that choose this lunch. 10 lunches will be disallowed and fiscal assessed for missing required meal component.</p> <p><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 <u>date</u> of implementation.</b></p>				
<p>Meal Components and Quantities - Day of Review</p>	<p>Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)</p>	<p>FORKED RIVER ELEM-1754</p>	<p>402</p>	<p>04/19/2024</p>	<p>CAP Submitted</p>
	<p>Corrective Action Plan: Submitted by Joseph Raimo 04/19/2024 05:53 PM</p>				
	<p>1) I did not know soup did not credit as a one for one, moving forward soup will be served to meet required amount. also student will be able to pick, this was started 3/9/24 after it was pointed out to us. offering 3/4 cup to 1 cup of vegetable with two or more options effective date 3/9/24</p> <p>paper copy for digital production record was updated and put into effect 3/11/24</p>				

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

<b>Corrective Action History</b>	<p>Corrective Action Plan: Rejected by Casey Miller 04/19/2024 10:37 AM</p> <p>CAP submitted addressed the pre-plating issue where students couldn't select vegetable. Please also add a statement to address the error of insufficient quantity of vegetable for the day (soup was less than 3/4c). For example, "on 3/8 the day of inspection the soup was portioned in 8oz cup to meet the 3/4c requirement. Menu and production records are double checked and planned to serve 1 vegetable of the day at 3/4c or 2 vegetables at 1/2c each that students can select either or both. _____ (date implemented)."</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 12:04 PM</p> <p>Training was held after this was pointed out and now student can pick which or both options if they wish</p>				
	<p>Day of inspection this was started 3/8/2024</p>				
	<p>Flagged by Casey Miller 03/19/2024 02:46 PM</p> <p>Portion sizes offered for each required lunch component must meet daily and weekly minimum requirements for the appropriate grade group (K-5, 6-8, K-8, 9-12). When planning menus, refer to the Lunch Meal Pattern Charts, available on the NJDA Forms web site for specific requirements. To determine the creditable amount for each menu item's contribution to the meal pattern, refer to the following resources: Child Nutrition (CN) Labels, Signed Manufacturers Product Formulation Statements, USDA Food Buying Guide, Whole Grain Rich (WGR) Resource, USDA Foods Information Sheets.</p> <p>Error:</p> <p>Insufficient quantity of daily vegetable. The K-5 meal pattern requires a minimum of 3/4c vegetable to be offered to all students. For the day of review on 3/4, 4oz of tomato soup (crediting as 3/8cup) was pre-plated and offered with the grilled cheese and ham &amp; cheese lunch. This does not meet the minimum daily requirement of 3/4c for K-5 meal pattern.</p> <p>State reviewer identified insufficient quantity during lunch service, and foodservice corrected by offering 8oz tomato soup (crediting as 3/4c) after the 1st lunch period. State reviewer also noted that baby carrots (3/4c) were being pre-plated and offered with the uncrustable pb &amp; j lunch. Since the baby carrots were not available to students that choose the grilled cheese or ham &amp; cheese, it could not count toward vegetable of the day requirement. This was identified during meal service and foodservice corrected by offering both tomato soup and baby carrots to all students at the service window and putting out additional baby carrot boats on the table with fruits for students to select themselves. 15 lunches will be disallowed and fiscal will be assessed for this repeat violation of insufficient quantities.</p> <p><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></p>				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	FORKED RIVER ELEM-1754	410	04/19/2024	CAP Accepted

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:25 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 09:30 AM</p> <p>Changed to 5.2 oz uncrustable sandwich to meet grain requirement.</p> <p>Updated production records</p> <p>3/8/24 New Recipe books with CN and product formulation sheet are being built. District will be sure to calculate requirements on a daily as well as a weekly basis to be sure that all requirements are met.</p>				
	<p>Flagged by Casey Miller 03/19/2024 02:44 PM</p> <p>At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. Supporting documentation (including but not limited to the USDA Food Buying Guide, food labels, CN labels, manufacturers product formulation statements, standardized recipes, etc.) must be used to determine the creditable amount each menu item contributes to the meal pattern to assure that required minimum quantities are offered. Refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture's Forms web site for specific component and minimum quantity requirements.</p>				
	<p>Error:</p> <p>Insufficient quantity of weekly grain. A 2.6oz uncrustable pb &amp; j with a cheese stick and yogurt was offered daily as alternate lunch choice for the review week of 1/22-1/26. The uncrustable credits as 1oz eq WGR. This meets the minimum daily grain requirement of 1 oz eq, but does not meet the minimum weekly grain requirement of 8-9oz eq for the K-5 meal pattern. 90 uncrustable lunches will be disallowed from the review week and fiscal will be assessed for this repeat violation of insufficient quantities.</p> <p>Production records did not document that minimum quantities of grain were offered with the uncrustable. Also, the following must be corrected on the production records: add all foods served (for example cheese stick and yogurt served with uncrustable, and cereal bag lunch), fill in the creditable component contribution (oz eq) for the uncrustable and assorted deli sandwiches, add vegetable subgroup categories, and specify the type of fruit.</p> <p><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></p>				
Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	FORKED RIVER ELEM-1754	500	04/19/2024	CAP Accepted



# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:22 AM CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/17/2024 08:43 AM Holding training again on offer vs Serve to all employees. 3/14/2024</p>				
	<p>Flagged by Casey Miller 03/19/2024 02:41 PM</p> <p>At lunch, under offer versus serve, all 5 required meal components must be offered to students in minimum required quantities. Students must take a minimum of 3 food components in the required portion size. One component selected must be at least ½ cup fruit and/or vegetable.</p> <p>Error: While the cashiers ensured students took 3 out of 5 components, including a 1/2c fruit and/or vegetable, there was other parts of offer versus serve that were done incorrectly. The cashiers were offering juice as a drink option saying take a milk or juice at the register and if the students didn't, having them take one or both. Juice is considered part of the fruit component and should be offered as a choice with the fresh or canned fruits available. It is not required that the student take a juice and/or milk, if the students has 3 other components (including a fresh or canned fruit and/or a vegetable).</p> <p><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></p>				
<p>SFA/Sponsor On-Site Monitoring</p>	<p>SFA/Sponsor On-Site Monitoring (On-Site Assessment Tool - Site) (901H)</p>	<p>FORKED RIVER ELEM-1754</p>	<p>901</p>	<p>04/19/2024</p>	<p>CAP Accepted</p>

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:23 AM CAP Accepted				
	Corrective Action Plan: Submitted by Daniel Rath 04/17/2024 08:44 AM  on site review will be completed for both meal at all schools. Misunderstood the language on form where it seemed to be either or correct on the spot and will be done next cycle 3/14/24				
	Flagged by Casey Miller 03/19/2024 02:41 PM  All SFAs must conduct an on-site accountability review of lunch prior to February 1st each school year. The NSLP and SBP On-Site Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee.  Error: An on-site lunch review was not completed for Forked River Elementary school. Only the breakfast on-site review was. A review of both breakfast and lunch at each school site must be completed by Feb 1st.  <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>				
	Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)	FORKED RIVER ELEM-1754	1406	04/19/2024

## LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:24 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/17/2024 09:23 AM</p> <p>A copy of Certificate was post to the front of the register and above the serving window , both of which are which is located in the Multi purpose room 03/14/24</p>				
	<p>Flagged by Casey Miller 03/19/2024 02:41 PM</p>				
	<p>The most recent sanitation/food safety inspection certificate must be posted in a publicly visible location within the school.</p> <p>Error: The most recent (Feb 23, 2024) sanitation inspection certificate was in the kitchen not posted in a location visible to the public.</p> <p><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 date of implementation in corrective action response.</b></p>				
<p>Meal Counting and Claiming - Day of Review</p>	<p>Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)</p>	<p>LACEY TWP HIGH-1752</p>	<p>318</p>	<p>04/19/2024</p>	<p>CAP Accepted</p>

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:26 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 11:32 AM</p> <p>Changing the direction of the way student's enter the deli so cashier is at the end effective 03/08/2024</p>				
	<p>Flagged by Casey Miller 03/19/2024 02:42 PM</p> <p>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.</p> <p>Error: While no disallowed meals were observed due to incorrect meal counting and claiming, the point of service method was done incorrectly at the deli line. The cashier was at the front of the service line and had the students scan their ID to ring in the meal before they received all components of a complete reimbursable meal. The students choose juice and/or milk at the beginning of the line, then went to register to scan ID for meal count, then proceeded down the line to choose a fresh fruit if wanted, and finally to the end where they received a made-to-order deli sandwich and exited the line. The point of service should be taken at the end of the line when the students have their entire lunch, so the cashier can identify and ring in that the students received a reimbursable meal.</p> <p><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></p>				
<p>Meal Components and Quantities - Day of Review</p>	<p>Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)</p>	<p>LACEY TWP HIGH-1752</p>	<p>400</p>	<p>04/19/2024</p>	<p>CAP Submitted</p>
	<p>Corrective Action Plan: Submitted by Joseph Raimo 04/19/2024 06:05 PM</p> <p>on march 11 we started the bagel boat with choice of vegetable and and choice of string cheese or yogurt to meet requirement.</p> <p>Cereal was removed 3/9/24 after being pointed that it does not meet lunch requirements</p> <p>3/11/24 updated production report implemented</p>				

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

<b>Corrective Action History</b>	<p>Corrective Action Plan: Rejected by Casey Miller 04/19/2024 11:13 AM</p> <p>CAP submitted accepting, but need additional information. Please add a implementation date for 1) removed cereal and bagel bento box added. Please add date of implementation for updated production report.</p> <p>Will the hot vegetable of the day continue to be offered to only the students that get the main hot lunch entree? If so, adding the veggie patch is acceptable to meet the veg subgroups as I discussed with Joe. We also discussed adding signage on the line to indicate that hot vegetable available with all meals. Was this added? If not, that's ok because the cold veggie patch was implemented. I just want to address the statement in the CAP about the hot vegetable of the day only offered with main hot lunch. Please state if the hot vegetable will continue to be offered only with the hot lunch and students that get that lunch will have choice of that and/or veggie patch and students that choose alternate lunch will have choice from veggie patch that meets the weekly veg subgroups.</p>
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 12:08 PM</p> <p>Rebuilding Recipe book to include CN label and or Product formulation sheet. along with an updated Production report. Created a Deli line Production report on 3/6/24 and implemented.</p> <p>1) Removed Cereal as a lunch option, bagel is now being offered as a bento box with a choice of fruit and vegetable and string cheese.</p> <p>2) Implemented a Veggie Patch on both serving lines and deli line which will offer a choice of every vegetable sub group daily. this will also be available for the grab and go and sandwiches on serving line along with vegetable of the day . Hamburgers/Cheese Burger will be served on a Kaiser rolls starting 3/11</p>

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

	<p>Flagged by Casey Miller 03/19/2024 02:45 PM</p> <p>All 5 required meal components for lunch must be available on every serving line/serving area prior to the beginning and during the entire meal service. In addition, all required meal components must be available to all students regardless of the lunch choice selected. Accurate production records and supporting documentation (including menus and recipes) must be kept to document that all required components are available on each serving line and are included with all lunch options.</p> <p>Errors:</p> <p>1.) For the day of review on 3/5, the meat/meat alternate component was not available with the cereal (6) and bagels (3) offered as an alternate lunch choice to students. These 9 meals will be disallowed and fiscal assessed due to missing required meat/meat alternate component.</p> <p>2.) For the day of review on 3/5, the vegetable component was missing and not available on the deli line and with the following alternate lunch choices of: hamburger, cheeseburger, chicken patty sandwiches (spicy and regular), bagel, cereal, yogurt parfait, uncrustable pb&amp;j, turkey/cheese sandwich, salami/ham/cheese sandwich and wraps. The vegetable of the day, three bean chili, was only available and served to the students that choose the main hot entrée of the day (taco). The following meals will be disallowed and fiscal assessed due to missing required vegetable component: 83 deli sandwiches (including deli line, sandwiches, &amp; wraps), 35 chicken patty sandwiches (spicy and regular), 10 yogurt parfaits, and 6 uncrustable pb&amp;j. Note: fiscal not assessed for bagel and cereal missing vegetable as will be for assessed for missing m/ma and fiscal not assessed for hamburger/cheeseburger missing vegetable as will be assessed for insufficient quantities grain (for roll).</p> <p>Fiscal will be assessed on a total of 143 lunches from the day of review.</p> <p><b>Explain in detail, how the two findings will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</b></p>				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	LACEY TWP HIGH-1752	402	04/19/2024	CAP Accepted

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<p><b>Corrective Action History</b></p>	<p>Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:38 AM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 12:04 PM</p> <p>the following was all implemented on March 11</p> <p>Hamburger /Cheeseburgers are now being served on Kaiser roll which meets the grain requirement</p> <p>Salads are now being served with garlic knot which meets requirement.</p>				
	<p>Flagged by Casey Miller 03/19/2024 02:45 PM</p> <p>Portion sizes offered for each required lunch component must meet daily and weekly minimum requirements for the appropriate grade group (K-5, 6-8, K-8, 9-12). When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture Forms web site for specific requirements. To determine the creditable amount for each menu item's contribution to the meal pattern, refer to the following resources: Child Nutrition (CN) Labels, Signed Manufacturers Product Formulation Statements, USDA Food Buying Guide, Whole Grain Rich (WGR) Resource, USDA Foods Information Sheets.</p>				
	<p>1.) For day of review 3/5, the roll for the hamburgers and cheeseburgers did not meet the daily or weekly minimum quantity requirements for grain. The roll was 52gm, which credits as 1.75 oz eq whole-grain rich. This does not meet the daily 2 oz eq and weekly 10-12 oz eq minimum requirements of grain for the 9-12 meal pattern. 9 meals will be disallowed and fiscal assessed for insufficient quantities.</p> <p>2.) For day of review 3/5, the salad entrees did not meet the daily or weekly minimum quantity requirements for grain. 3 packages (31.5gm) of Lance crackers were included with the salads, which credits as 1.25 oz eq grain. This does not meet the daily 2 oz eq and weekly 10-12 oz eq minimum requirements of grain for the 9-12 meal pattern. 7 meals will be disallowed and fiscal assessed for insufficient quantities.</p> <p>This is a repeat violation of insufficient quantities from last administrative review. Thus, a total of 16 meals from the day of review will be disallowed and fiscal assessed.</p> <p><b>Explain, in detail how the two findings will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</b></p>				
<p>Meal Components and Quantities - Review Period</p>	<p>Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)</p>	<p>LACEY TWP HIGH-1752</p>	<p>409</p>	<p>04/19/2024</p>	<p>CAP Submitted</p>

# LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

<b>Corrective Action History</b>	<p>Corrective Action Plan: Submitted by Joseph Raimo 04/19/2024 06:06 PM</p> <p>1) Cereal was removed from lunch 3/7/24 after it was pointed out that it was not compliant.</p> <p>Bagel bento started 3/11/24</p> <p>1a) paper copy for digital production record was updated and put into effect 3/11/24</p> <p>Veggie of the day will be offered to hot line and grab and go options along with the veggie patch. so if a student want cold vegetable option with the hot lunch they can grab it or vise or verse student taken cold and wish for the hot vegetable they can take it. this was started 3/11/24</p> <p>we placed signage along the serving line with take one or more fruits or vegetables 3/11/24</p>
	<p>Corrective Action Plan: Rejected by Casey Miller 04/19/2024 11:08 AM</p> <p>CAP submitted accepting, but need additional information. Please add a implementation date for 1) removed cereal and bagel bento box added. Please add date of implementation for updated production report and specify what was updated, for example "listed string cheese with bagel, veggie patch, type of fruits, and filled in missing oz eq."</p> <p>Will the hot vegetable of the day continue to be offered to only the students that get the main hot lunch? If so, adding the veggie patch is acceptable to meet the veg subgroups as I discussed with Joe. We also discussed adding signage on the line to indicate that hot vegetable available with all meals. Was this added? If not, that's ok because the cold veggie patch was implemented. I just want to address the statement in the CAP about the hot vegetable of the day only offered with main hot lunch. Please state if the hot vegetable will continue to be offered only with the hot lunch and students that get that lunch will have choice of that and/or veggie patch and students that choose alternate lunch will have choice from veggie patch that meets the weekly veg subgroups.</p>
	<p>Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 12:08 PM</p> <p>Rebuilding Recipe book to include CN label and or Product formulation sheet. along with an updated Production report. Created a Deli line Production report on 3/6/24 and implemented.</p> <p>1) Removed Cereal as a lunch option, bagel is now being offered as a bento box with a choice of fruit and vegetable and string cheese.</p> <p>2) Implemented a Veggie Patch on both serving lines and deli line which will offer a choice of every vegetable sub group daily. this will also be available for the grab and go and sandwiches on serving line along with vegetable of the day . Hamburgers/Cheese Burger will be served on a Kaiser rolls starting 3/11</p>



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	<p>Flagged by Casey Miller 03/19/2024 02:45 PM</p> <p>At lunch, all required meal components must be offered to students daily. When planning menus, the SFA must make sure that all 5 components of the reimbursable lunch, in minimum daily and weekly requirements, are offered. Daily production records and supporting documentation (including but not limited to standardized recipes, food labels, CN Labels, manufacturer product formulation statements, USDA Foods Information Sheets, etc.) must be used to make sure menus are in compliance with the meal pattern.</p> <p>Errors:</p> <p>1.) For the review week of 1/8-1/12, the cereal (22) and bagels (85) offered as an alternate lunch choice did not include the required meat/meat alternate component.</p> <p>2.) For the review week of 1/8-1/12, the required vegetable component was not available on the deli line and with the following alternate lunch choices of: hamburger, cheeseburger, chicken patty sandwich, bagel, cereal, yogurt parfait, uncrustable, turkey/cheese sandwich, salami/ham/cheese sandwich and wraps.</p> <p>The following meals will be disallowed and fiscal assessed due to missing required vegetable component: 407 deli sandwiches (including deli line, sandwiches, &amp; wraps), 174 chicken patty sandwiches (spicy and regular), 43 yogurt parfaits, and 44 uncrustable pb&amp;j. Note: fiscal not assessed again for bagel and cereal as will be for assessed for missing m/ma and fiscal not assessed here for hamburger/cheeseburger as will be assessed for repeat insuff quantities grain (for roll).</p> <p>3.) The meal count sheets and production records did not document that the meat/meat alternate or vegetable component were offered or served to students that selected these lunch options. The vegetable of the day was only offered and served with the main hot lunch option as indicated by the production records recorded the same number of vegetable portions served as the m/ma and grain component of the main meal.</p> <p>Also, the following must be corrected on the production records: add all foods served (i.e. cereal, bagel, burgers, chicken patty sandwiches), fill in the creditable component contribution (oz eq) for the uncrustable and assorted deli sandwiches, specify the fruit, and create a separate production record for the deli line.</p> <p>Fiscal will be assessed on a total of 775 lunches for the review week.</p> <p><b>Explain in detail, how the findings will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</b></p>				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	LACEY TWP HIGH-1752	410	04/19/2024	Flagged

## LACEY TWP BD OF ED-02902480 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Flagged by Casey Miller 04/19/2024 10:18 AM				
	<p>At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. At lunch, production records must document that both daily and weekly minimum quantities for each component are offered. Supporting documentation (including but not limited to the USDA Food Buying Guide, food labels, CN labels, manufacturers product formulation statements, standardized recipes, etc.) must be used to determine the creditable amount each menu item contributes to the meal pattern to assure that required minimum quantities are offered. Refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture's Forms web site for specific component and minimum quantity requirements.</p> <p>Errors:</p> <p>1.) For the review week of 1/8-1/12, the roll for the hamburgers and cheeseburgers did not meet the daily or weekly minimum quantity requirements for grain. The roll was 52gm, which credits as 1.75 oz eq whole-grain rich. This does not meet the daily 2 oz eq and weekly 10-12 oz eq minimum requirements of grain for the 9-12 meal pattern. 37 meals will be disallowed and fiscal assessed for insufficient quantities.</p> <p>2.) For the review week of 1/8-1/12, the salad entrees did not meet the daily or weekly minimum quantity requirements for grain. 3 packages (31.5gm) of Lance crackers were included with the salads, which credits as 1.25 oz eq grain. This does not meet the daily 2 oz eq and weekly 10-12 oz eq minimum requirements of grain for the 9-12 meal pattern. 14 meals will be disallowed and fiscal assessed for insufficient quantities.</p> <p>3.) The meal count sheets and production records did not document that sufficient quantities of the above were available. The crediting of the roll was documented incorrectly as 2 oz eq instead of 1.75oz eq and the crackers weren't recorded.</p> <p>This is a repeat violation of insufficient quantities from the last administrative review. A total of 51 meals for the review week will be disallowed and fiscal assessed.</p> <p><b>Explain in detail, how the findings will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</b></p>				
Offer vs Serve - Day of Review	Offer vs Serve - Day of Review (On-Site Assessment Tool - Site) (500H)	LACEY TWP HIGH-1752	500	04/19/2024	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:23 AM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Daniel Rath 04/17/2024 08:44 AM				
	Scheduling training on offer vs serve to all schools 3/14/24				
<b>Corrective Action History</b>	Flagged by Casey Miller 03/19/2024 02:45 PM				
	<p>At lunch, under offer versus serve, all 5 required meal components must be offered to students in minimum required quantities. Students must take a minimum of 3 food components in the required portion size. One component selected must be at least ½ cup fruit and/or vegetable.</p> <p>Error: While the cashiers ensured students took 3 out of 5 components, including a 1/2c fruit and/or vegetable, there was other parts of offer versus serve that were done incorrectly for lunch. The cashiers were offering juice as a drink option saying take a milk or juice at the register and if the students didn't, having them take one or both. Juice is considered part of the fruit component and should be offered as a choice with the fresh or canned fruits available. It is not required that the student take a juice and/or milk, if the students has 3 other components (including a fresh or canned fruit and/or a vegetable).</p> <p><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></p>				
SFA/Sponsor On-Site Monitoring	SFA/Sponsor On-Site Monitoring (On-Site Assessment Tool - Site) (901H)	LACEY TWP HIGH-1752	901	04/19/2024	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Casey Miller 04/19/2024 10:25 AM CAP Accepted				
	Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 11:31 AM On site review will be completed for both meals misunderstood language on form to be either breakfast or lunch. Implemented day it was pointed out and will be done next cycle. For the 24-25SY District will perform review of both breakfast and lunch for each school.				
Corrective Action History	Flagged by Casey Miller 03/19/2024 02:45 PM All SFAs must conduct an on-site accountability review of lunch prior to February 1st each school year. The NSLP and SBP On-Site Review Form (#142) must be used. Accountability reviews must be conducted by an SFA employee.				
	Error: An on-site lunch review was not completed for the High School. Only the breakfast on-site review was. A review of both breakfast and lunch at each school site must be completed by Feb 1st.  <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>				
Smart Snacks in School	Smart Snacks in School (On-Site Assessment Tool - Site) (1104H)	LACEY TWP HIGH-1752	1105	04/19/2024	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Casey Miller 04/19/2024 11:14 AM CAP Accepted				
	Corrective Action Plan: Submitted by Daniel Rath 04/18/2024 01:13 PM The District removed Gatorade from reach in refrigerators and replaced with complaint size Gatorade this was completed by March 14th				
	Flagged by Casey Miller 03/19/2024 02:46 PM  All food and beverage items sold a la carte to students during the school day must meet Smart Snack requirements. The requirements apply to items sold anywhere on the school campus (including but not limited to the cafeteria, vending machines, school store, etc.) The Alliance for a Healthy Generation calculator can be used to determine if a food or beverage meets Smart Snack requirements. A link to the calculator is available under Resources in SNEARS.				
	Error: The 20 oz regular Gatorades (140 calories) do not meet Smart Snack compliance for beverages and cannot be sold to students.  <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