

GREAT MEADOWS REG-04101785 - 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)	GREAT MEADOWS REG-04101785	129	05/29/2023	CAP Accepted

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Corrective Action History	<p>Corrective Action Plan: Accepted by Lauren Renn 05/15/2023 03:43 PM</p> <p>CAP Accepted</p>
	<p>Corrective Action Plan: Submitted by Amanda Kinney 05/12/2023 07:29 PM</p> <p>All Households are currently being notified with the Direct Certification letter that is available through DC application in SNEARS. - No Date of Implementation as this was already in place.</p> <p>We have updated the District's reduced lunch notification letter to reflect the \$.00 price in accordance with NJ Senate Bill 4200. - Date of implementation is 4/25/2023.</p>
	<p>Corrective Action Plan: Rejected by Lauren Renn 05/08/2023 07:50 PM</p> <p>Please resubmit the corrective action and add a <u>date of implementation</u> for when the updates were made.</p>
	<p>Corrective Action Plan: Submitted by Amanda Kinney 05/04/2023 07:01 PM</p> <p>All Households are currently being notified with the Direct Certification letter that is available through DC application in SNEARS.</p> <p>We have updated the District's reduced lunch notification letter to reflect the \$.00 price in accordance with NJ Senate Bill 4200.</p>
	<p>Flagged by Lauren Renn 04/25/2023 03:32 PM</p> <p>Households must be notified, either in writing or verbally, of their eligibility status as approved for free or reduced price benefits. The SFA may e-mail the notification of the household's approval to the adult household member who signed the application.</p> <p>Households of Directly Certified students are not receiving notification for free meals specific to DC. The household notification letter for free meals through DC should be printed via the DC application in SNEARS and sent to households when students are directly certified.</p> <p>The household notification letter of free and reduced priced benefits states that reduced eligible students lunch cost is \$.40. The household notification letter should reflect that reduced eligible students lunch cost is \$0.00 according to New Jersey Senate Bill 4200.</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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Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	GREAT MEADOWS REG-04101785	134	05/29/2023	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 05/08/2023 07:48 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Amanda Kinney 05/04/2023 06:58 PM				
	Due to a personal absence one Direct Cert was missed, and was completed the first day of attendance the following week. In the future we will work to ensure Direct Certs are done prior to the deadline.				
	Flagged by Lauren Renn 04/25/2023 03:31 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).					
SFA completed third DC run on 11/2/022. The DC timeframe for the third DC run is 10/1-10/30.					
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.					
Verification	Verification (On-Site Assessment Tool) (207H)	GREAT MEADOWS REG-04101785	207	05/29/2023	CAP Accepted

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Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 05/15/2023 03:44 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Amanda Kinney 05/12/2023 07:30 PM				
	All parties involved in verification have been given the verification tracker to ensure processes are being completed and documented correctly. The date of implementation is 5/1/2023, and will be reflected in next year's verification process. All parties have also been given access to the trainings in SNEARS.- All parties are required to have completed trainings by 5/15/2023.				
	Corrective Action Plan: Rejected by Lauren Renn 05/08/2023 07:48 PM				
	It is recommended that Verifying Officials watch the verification training in SNEARS. Please indicate a date of implementation for when verification training took place.				
	Corrective Action Plan: Submitted by Amanda Kinney 05/04/2023 07:03 PM				
	All parties involved in verification have been given the verification tracker to ensure processes are being completed and documented correctly. The date of implementation is 5/1/2023, and will be reflected in next year's verification process. All parties have also been given access to the trainings in SNEARS.				
	Flagged by Lauren Renn 04/25/2023 03:32 PM				
	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.				
The number of applications verified by the SFA must be exactly the same as the sample size number identified in Part 1 of the Verification Collection Report. With the exception of any questionable applications verified for cause, SFAs must not verify more than or less than the sample size calculated.					
Per the verification collection report 3 applications were verified (1 application verified for cause) however during on site review, SFA was only able to identify one application that was selected for verification. No documentation as to the household response to verification for this one application was provided. All documentation and correspondence related to verification should be retained on file by the verifying official. It is recommended that the SFA utilize the verification tracker form #242.					
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..					
Verification	Verification (On-Site Assessment Tool) (207H)	GREAT MEADOWS REG-04101785	208	05/29/2023	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 05/08/2023 07:45 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Amanda Kinney 05/04/2023 07:03 PM				
	All parties involved in verification have been given the verification tracker to ensure processes are being completed and documented correctly. The date of implementaiton is 5/1/2023, and will be reflected in next year's verification process.				
Corrective Action History	Flagged by Lauren Renn 04/25/2023 03:32 PM				
	The Confirming Official must record on the Verification Tracker the date of the confirmation review.				
	On the one application that was pulled for verification and provided, the confirming official did not sign indicating that a confirmation review took place.				
	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.				
Maintenance of Non-Profit School Food Service Account	Maintenance of Non-Profit School Food Service Account (Off-Site Assessment Tool) (700H)	GREAT MEADOWS REG-04101785	701	05/22/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lisa Garland 05/20/2024 03:29 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Amanda Kinney 05/20/2024 02:10 PM				
	The Great Meadows Regional School District has expended over \$100,000 this year from our cafeteria funds on cafeteria upgrades. The funds accumulated over the course of the COVID Pandemic, and were utilized at the earliest availability.				
Corrective Action History	Flagged by Lisa Garland 05/15/2024 03:07 PM				
	FINDING: Net Cash Resources exceeded three months average expenditures which represents incompliance per USDA CFR 210.14				
	Please submit a required Corrective Action Plan				
	Thank You				

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Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	GREAT MEADOWS REG-04101785	806	05/29/2023	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Lauren Renn 05/15/2023 03:44 PM CAP Accepted				
	Corrective Action Plan: Submitted by Amanda Kinney 05/12/2023 07:29 PM We will ensure all staff members who participate in the Free & Reduced application approval process receive proper training. - Trainings were made available on 4/25/2023 - Deadline for Completion is 5/15/2023.				
	Corrective Action Plan: Rejected by Lauren Renn 05/08/2023 07:49 PM Annual civil rights training is a requirement. Please provide training to these staff members and indicate the date of implementation.				
	Corrective Action Plan: Submitted by Amanda Kinney 05/04/2023 06:59 PM We will ensure all staff members who participate in the Free & Reduced application approval process receive proper training.				
	Flagged by Lauren Renn 04/25/2023 03:31 PM Annual civil rights training is required for all staff who interact with program participants or applicants (e.g. cafeteria staff, free/reduced application approval). The SFA must keep documentation of the annual training that includes staff who attended, date of training and topics covered. Staff must complete the State Agency Civil Rights Self Study Guide or view the Civil Rights Webinar which can both be found in SNEARS.				
	It was observed that the nurses (determining officials) have not completed civil rights training. Determining Officials responsible for reviewing free and reduced priced meal applications must have NJDA civil rights training.				
	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.				

Report Selections

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