



State of New Jersey

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To: School Business Administrators
Food Service Directors

From: Arleen Ramos-Szatmary, Coordinator *Arleen Ramos-Szatmary*
School Nutrition Programs

Date: June 21, 2016

Subject: Schools Online Administrative Review System (SOARS)



The School Nutrition Programs proudly announces the implementation of our new Schools Online Administrative Review System (SOARS) beginning in the fall of 2016. This innovative system will take the challenge out of the Administrative Review (AR) process, allowing more time for our Nutrition Specialist team to deliver the technical assistance and training that School Food Authorities (SFAs) desire, and to assist in enhancing the nutritional environment of our schools. The SOARS link, represented by a hot air balloon logo, will be located underneath the SNEARS link, which is represented by the red apple logo, in the 'My New Jersey' web page within the nj.gov website.

The SOARS software will increase efficiency and provide ease for the State Agency and SFAs. The system will enable districts to complete all off-site questionnaires, upload documents pertaining to the Administrative Review, complete Corrective Action Plans based on AR findings, and review findings from previous years online.

SFAs will be trained in groups. In the coming weeks, SFAs scheduled for an Administrative Review for School Year 2016-2017 will be receiving an invitation to a live, two-hour webinar that will focus on successfully accessing and navigating SOARS. The webinar will be held in late August, and attendance is required.

These are very exciting times in the School Nutrition Programs, and we look forward to working with you throughout the implementation of SOARS to make a positive difference and transition and to ensure Administrative Review success.

Please direct any questions to the School Nutrition Programs office at 609-984-0692.



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