



Arizona Department of Education
Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Bonita Elementary District

CTD: 05-03-16

Site: Countyline Bus Route - Bonita ESD

Contact: Jonathan Truschke, Superintendent & Peggy Johnson, Food Service Manager

Exit Date: July 20, 2020

Review Period: May 2020

Review Type: SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
	SFA Operations		
	No findings.		
	Site Agreement		
	No findings.		
	Site Eligibility		
	No findings.		
	Menu Planning		
1	Production records for breakfast and lunch provided did not contain all required sections: Specifically, production records used/left over section is not completed adequately.	Discussed required sections of production records. Parts of a Production Record Guidance can be found on ADE's website at http://www.azed.gov/hns/nslp/mealpattern/ . Production Record Template can be found on ADE's website at http://www.azed.gov/hns/nslp/mealpattern/ .	<i>Since the SFA is no longer operating, please provide written assurance that production records will be completed accurately if operating SSO in the future.</i>

Counting & Claiming

- | | | | |
|---|---|---|---|
| 2 | Separate meal counts were not taken for each meal service. Specifically, one count was recorded for each package of breakfast and lunch rather than separate tallies for each meal. | Discussed that meal counts need to be recorded to reflect the day they are intended to be consumed. | <i>Since the SFA is no longer operating, please provide written assurance that meal counts will accurately reflect the day they are intended to be consumed if operating SSO in the future.</i> |
|---|---|---|---|

Media Release

No findings.

SFA Monitoring Responsibilities

- | | | | |
|---|---|--|---|
| 3 | SFA did not conduct an off-site review at least once during the site's operation for the bus route. This monitoring requirement was not waived during the recent unanticipated school closure related to the COVID-19 pandemic. | Discussed that all sites need monitored and provided the site review form, however, the SFA has ended SSO operation and will not be able to complete the sit review. | <i>Since the SFA is no longer operating, please provide written assurance that site reviews will be conducted for all sites at least once if operating SSO in the future.</i> |
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Civil Rights

No findings.

Food Safety

No findings.

Water

No findings.

Comments/Recommendations:

Thank you for providing meals to students during school closures from COVID-19. You are doing a great job operating SSO!
Please keep up the great work!

Fiscal Action Assessed?

<input checked="" type="checkbox"/> No - SSO	<input type="checkbox"/> Yes- SSO	\$0.00
<input checked="" type="checkbox"/> No- SBP	<input type="checkbox"/> Yes- SBP	\$68.52
<input checked="" type="checkbox"/> No- NSLP	<input type="checkbox"/> Yes- NSLP	\$214.77

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by September 4, 2020 to Lindsey Cler at Lindsey.Cler@azed.gov.



8/6/2020

Reviewer Signature

Date

If you disagree with any finding that affects the claim for reimbursement, you may appeal the decision by following the National School Lunch Program Administrative Review Appeal Procedures found here:

<https://cms.azed.gov/home/GetDocumentFile?id=58dbe2581130c01500d4b08b>

Kathy Hoffman, Superintendent of Public Instruction
1535 West Jefferson Street, Phoenix, Arizona 85007 • (602) 542-8700 • www.azed.gov
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