



Arizona Department of Education

Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Kaizen Education Foundation dba Colegio Petite Phoenix

CTD: 12-87-04

Sites: Colegio Petite Arizona

Contacts: Michele Kaye, Chief Operating Officer and Heather Williams, Director of Child Nutrition

Review Date: February 24, 2021

Review Period: January 2021

Review Type: SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
	SFA Operations		
1	The Multiple Days Meal Distribution Plan was not submitted to ADE prior to the SFA implementing parent/guardian pickups.	Discussed ADE has created a Parent/Guardian Pickup Waiver Form for SFAs to provide details on how they will maintain accountability and Program integrity while distributing meals to parents or guardians without children present. SFAs only need to submit the form once for SY 20-21. The electronic form must be submitted before the SFA implements parent/guardian pickups. ADE will provide technical assistance and request clarification if an SFA's submission does not demonstrate that accountability and Program integrity will be maintained while implementing parent/guardian pickups. Referred to USDA Waiver Summary found on ADE's website at https://www.azed.gov/hns/covid19 .	The Multiple Days Meal Distribution Plan has already been submitted to ADE. No further corrective action is required.
Site Agreement			
No findings.			

Site Eligibility

No findings.

Menu Planning

- 2 Broccoli recipe provided is not accurate. Specifically, the portion size indicates 1/2c, however, recipe ingredients and instructions indicate 1c. Recipe portion size should be 1c, not 1/2c. Discussed updating the recipe. *An updated recipe for Broccoli has already been provided. No further corrective action is required.*
- 3 The Pear Berry Cup recipe provided is not accurate. Specifically, the recipe yield indicates 1 (1/2c) portion, however, the recipe calls for 6 #10 cans of diced pears and 8 cups of blueberries. Discussed updating the recipe. *An updated recipe for Pear Berry Cup has already been provided. No further corrective action is required.*
- 4 The Popcorn Chicken, Potato and Corn Bowl recipe provided is not accurate. Specifically, the meat/meat alternate credits as 2oz/eq., not 2.5oz/eq. as indicated in the recipe. Discussed updating the recipe. *An updated recipe for Popcorn Chicken, Potato and Corn Bowl has already been provided. No further corrective action is required.*

Counting & Claiming

No findings.

Media Release

No findings.

SFA Monitoring Responsibilities

No findings.

Civil Rights

- 5 The "And Justice for All" poster was not displayed in a prominent location and was not visible to all program participants during curbside meal service. Discussed requirements of where poster must be placed and where to find a printable "And Justice For All" poster on ADE's website at <https://www.azed.gov/hns/nslp/forms> under the Civil Rights tab. Referred to HNS 08-2019 USDA Nondiscrimination And Justice for All Poster Clarification. *Please provide pictures to demonstrate the posters are now displayed in a prominent location and visible to all program participants during curbside meal service. Additionally, please provide written assurance that the "And Justice For All" poster has been displayed in a prominent location and visible to all program participants.*

Food Safety

No findings.

Water

No findings.

Comments/Recommendations:

Congratulations! The Seamless Summer Option of your SY 2020-2021 Administrative Review is complete. Thank you for your prompt assistance while gathering documents.

Training: Web-based training and How-To guides can be found on ADE's website at <https://www.azed.gov/hns/nslp/training>

COVID-19: Guidance to Child Nutrition Operators can be found on ADE's website at <https://www.azed.gov/hns/covid19>

Fiscal Action Assessed?

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

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by April 1, 2021 to Jennifer McDonald at Jennifer.McDonald@azed.gov.



3/20/2021

Reviewer Signature

Date

If you disagree with any finding that affects the claim for reimbursement, you may appeal the decision by following the [School Food Authority Appeal Procedure for the Administrative Review](#) found on the National School Lunch Program Administrative Review tab on the ADE website.

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