



Arizona Department of Education Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Tuba City Boarding School

CTD: 03-40-02

Sites: Orange Route - Tuba City Boarding School & Teal Route - Tuba City Boarding School

Contacts: Donald Coffland, School Principal and Valencia McCabe, Food Service Manager

Review Date: March 17–18, 2021

Review Period: February 2021

Review Type: SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
SFA Operations			
	<i>No findings.</i>		
Site Agreement			
	<i>No findings.</i>		
Site Eligibility			
	<i>No findings.</i>		
Menu Planning			
1	Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Specifically, weekly dark green vegetable quantities were not met during the week of review (February 1–5, 2021) at lunch. This was not a repeat finding from cycle two and did not contribute toward fiscal action calculations.	Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue (e.g., changes in serving utensils, increasing dark green vegetable offerings, etc.). Meal pattern requirements for the National School Lunch Program can be found on ADE's website at http://www.azed.gov/hns/nslp under the Meal Pattern tab. The Step-by-Step Instruction: How to Plan a Lunch Menu can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar & Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library tab. Please note that repeated violations involving food quantities may result in fiscal action and/or termination of performance-based reimbursement (extra 7 cents).	<i>Please provide a written description of the changes that have been made to ensure that weekly dark green vegetable quantities at lunch meet minimum amounts required by the meal pattern. Additionally, the certificate of completion of Using Appropriate Serving Utensils must be submitted.</i>

2	<p>During the week of review, all grains served at breakfast and lunch were not whole grain-rich. Specifically, the blueberry muffin served at breakfast on 2/1/21, the French toast served at breakfast on 2/2/21, the cornbread served at lunch on 2/3/21, and the breadstick served at lunch on 2/5/21 were not whole grain-rich. The SFA attributed this to the court ruling; however, a meal pattern waiver was not submitted.</p>	<p>Discussed whole grain-rich requirements. USDA's Whole Grain Resource for the National School Lunch and Breakfast Programs: A Guide to Meeting the Whole Grain-Rich Criteria can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab.</p>	<p>Please submit an SSO Meal Pattern Waiver to ADE that describes the justification for not serving 100% whole grain-rich items during breakfast and lunch including the time frame in which 100% whole grain-rich items will not be able to be procured.</p>
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3	<p>During the day of review, all grains served at lunch were not whole grain-rich. Specifically, the garlic toast served on 3/17/21 was not whole grain-rich. The SFA attributed this to the court ruling; however, a meal pattern waiver was not submitted.</p>	<p>Discussed whole grain-rich requirements. USDA's Whole Grain Resource for the National School Lunch and Breakfast Programs: A Guide to Meeting the Whole Grain-Rich Criteria can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab.</p>	<p>Please submit an SSO Meal Pattern Waiver to ADE that describes the justification for not serving 100% whole grain-rich items during lunch including the time frame in which 100% whole grain-rich items will not be able to be procured.</p>
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4	<p>Fluid milk was not available in at least two varieties for each meal service. The SFA attributed this to the learning plan not allowing for milk choice at each meal service; however, a meal pattern waiver was not submitted.</p>	<p>Discussed variety requirement and feasible options for compliance (e.g., incorporating milk variety into mobile service or submitting a waiver). Allowable milk varieties are fat-free unflavored, fat-free flavored and 1% unflavored. Please note that repeated violations involving milk requirements may result in fiscal action and/or termination of performance-based reimbursement (extra 7 cents).</p>	<p>Please submit an SSO Meal Pattern Waiver to ADE that describes the justification for not offering two varieties of milk during breakfast and lunch for the timeframe of mobile meal service.</p>
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Counting & Claiming

5	<p>Separate meal counts were not taken per meal service. Specifically, breakfast and lunch counts were combined onto one count sheet.</p>	<p>Discussed that counting records for meals served must align to the meal service and the day the meal is intended to be consumed.</p>	<p><i>Please provide a written description of changes to the system that have been implemented to ensure that meal service counts are recorded separately per meal provided.</i></p>
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Media Release

No findings.

SFA Monitoring Responsibilities

No findings.

Civil Rights

No findings.

Food Safety

No findings.

Water

No findings.

Comments/Recommendations:

Congratulations! Tuba City Boarding School has completed the SSO portion of the Administrative Review for the 2020–2021 school year. Thank you for your organization and sense of urgency during the review process. Your team truly goes the distance to ensure your students are fed healthy, safe meals even while learning remotely.

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 | |
| <input type="checkbox"/> No- NSLP | <input type="checkbox"/> Yes- NSLP | |
| <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 May 3, 2021 to Kariann Sadlon at Kariann.Sadlon@azed.gov or 1535 West Jefferson Street Bin #7, Phoenix, AZ 85007.



4/1/2021

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.