



Arizona Department of Education Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Chinle Unified District

CTD: 01-02-24

Sites: Chinle Junior High School, Chinle Unified District - Del Muerto Headstart Route, Chinle Unified District - Spider Rock Route and Chinle Unified District - Sunnyside Housing

Contacts: Quincy Natay, Superintendent and Priscine Jones, Business Manager

Review Dates: April 27-28, 2021

Review Period: March 2021

Review Type: SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
SFA Operations			
1	The Parent/Guardian Pickup Waiver Form 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 SFAs 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 .	<i>The Parent/Guardian Pickup Waiver Form has been submitted to ADE. Please provide written assurance that you will provide clarification if your submission does not demonstrate that accountability and Program integrity will be maintained while implementing parent/guardian pickups</i>

Site Agreement

No findings

Site Eligibility

No findings

Menu Planning

- | | | | |
|---|--|---|--|
| 2 | Breakfast quantities during the review period did not meet the minimum amounts required by the meal pattern. Specifically, at Chinle Junior High School on March 14, 2021, only 1/2 cup fruit was served and this did not meet the minimum daily requirement of 1 cup fruit. This resulted in only 6.5 cups of fruit offered during the week, which does not meet the minimum weekly requirement of 7 cups of fruit. This was determined to not be 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, such as double checking the production record to make sure all items are served and recorded. Meal pattern requirements for the National School Breakfast Program can be found on ADE's website at http://www.azed.gov/hns/nslp 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 the daily and weekly fruit quantities meet the minimum amounts required by the breakfast meal pattern.</i> |
|---|--|---|--|

Counting & Claiming

No findings

Media Release

No findings

SFA Monitoring Responsibilities

No findings

Civil Rights

No findings

Food Safety

No findings

Water

No findings

Comments/Recommendations:

Thank you for your cooperation and organization during the review process. It was wonderful to see how your district is providing meals to the students in your community to ensure they are well fed during the pandemic. Keep up the great work!

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 June 18, 2021 to Kerrie Zigler at Kerrie.Zigler@azed.gov



5/24/2021

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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