



# Arizona Department of Education

## Health and Nutrition Services Division

### Seamless Summer Option Administrative Review Summary Report

Sponsor: Collaborative Pathways, Inc.

CTD: 10-89-09

Sites: Home Delivery Route 1 Arizona College Prep Academy – Collaborative Pathways Inc.

Contacts: Charlene Mendoza, CEO / Gulen Hicks, Food Service Director / Victoria Picazzo, Food Service Manager

Review Date: February 4, 2021

Review Period: January 2021

Review Type:  SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
<b>SFA Operations</b>			
	No Findings		
<b>Site Agreement</b>			
	No Findings		
<b>Site Eligibility</b>			
	No Findings		
<b>Menu Planning</b>			
1	Meal contribution crediting is not accurate for the Ham and Egg Burrito recipe. Specifically, the entrée credits as 2.5 m/ma oz/eq., not 3 m/ma oz/eq.	Discussed updating recipes to reflect current products being used.	<i>Please provide an updated recipe for the Ham and Egg Burrito.</i>
<b>Counting &amp; Claiming</b>			
	No Findings		
<b>Media Release</b>			
	No Findings.		
<b>SFA Monitoring Responsibilities</b>			
	No Findings.		
<b>Civil Rights</b>			

No Findings.

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**Food Safety**

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The following reviewed products indicated violations of the Buy American Provision in 7CFR 210.21(d) at off-site storage facilities: Bananas, watermelons, and broccoli. Specifically, the caterer has requested Buy American exceptions, however they are not LEA specific nor from the current school year.

Discussed the Buy American provision requirements and procedures to ensure compliance. Referred to SP38-2017, Buy American Webinar and FAQ. Funds used from the non-profit food service account must be used to procure food products that comply with the Buy American Provision. Additional information on the requirements of this provision, including ADE's prototype Buy American exception document, can be found on ADE's website at <https://www.azed.gov/hns/nslp/forms> under the Operational tab. Buy American Recorded Webinar and FAQ can be found on ADE's website at <https://www.azed.gov/hns/nslp/training> under the Recorded Webinars (Program Year 2020 and Earlier) tab.

*Please provide a written description of the changes that have been made to procurement and/or recordkeeping procedures to ensure that the requirements of the Buy American Provision are met.*

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**Water**

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**Comments/Recommendations:**

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Congratulations! Collaborative Pathways, Inc. has completed the SSO Administrative Review for the 2020-2021 school year. Thank you for your cooperation and organization during the review process. ☒

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

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

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**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 July 28, 2021 to Walter Jacobson at email [Walter.Jacobson@azed.gov](mailto:Walter.Jacobson@azed.gov) .



6/29/2021

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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