



**Arizona Department of Education
Health and Nutrition Services Division**

Administrative Review Summary Report

School Food Authority Name: Deer Valley Unified District

CTD: 07-02-97

Site(s): Arrowhead Elementary School, Esperanza Elementary School, Sandra Day O'Connor High School & Deer Valley Middle School

Contacts: Curtis Finch, Superintendent and Joan Chiarello, Director

Review Date: February 22-23, 2022

Review Period: January 2022

Programs Reviewed: National School Lunch School Breakfast Afterschool Snack
 Fresh Fruit & Vegetable Special Milk At-Risk Afterschool Meals

No.	Review Observations & Findings	Technical Assistance Provided	Required Corrective Action
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Performance Standard 1: Certification & Benefit Issuance - Critical Area

Not Applicable

Performance Standard 1: Meal Counting & Claiming - Critical Area

No Findings

Performance Standard 2: Meal Components & Quantities - Critical Area

<p>1 Quantities observed on the day of review at Esperanza Elementary School did not meet minimum amounts required by the meal pattern. The lunch field trip packs given to students who returned from a morning field trip did not contain the minimum required vegetable quantity due to the 3/8 cup of pre-packaged baby carrots offered. This is not a repeat finding and did not contribute toward fiscal action calculations.</p>	<p>Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue. Discussed with cafeteria staff how to properly identify and count reimbursable meals, as well as procedures if a student does not select a reimbursable meal. Please note that repeated violations involving food quantities may result in fiscal action and/or termination of performance-based reimbursement (extra 7 cents).</p>	<p><i>Please provide a written description of the changes that have been made at Esperanza Elementary School to ensure that vegetable quantities meet minimum amounts required by the meal pattern in the instance of students returning from a field trip.</i></p>
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| 2 | Quantities observed on the day of review at Arrowhead Elementary School did not meet minimum amounts required by the meal pattern. The Turkey Stick Pack meal contained 3/8 cup of pre-packaged baby carrots which does not meet the ¼ cup requirement for the Serve Only meal pattern. This is not a repeat finding 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. Discussed with cafeteria staff how to properly identify and count reimbursable meals, as well as procedures if a student does not select a reimbursable meal. 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 at Arrowhead Elementary School to ensure that vegetable quantities meet minimum amounts required by the meal pattern.</i> |
| 3 | During observations on the day of review, fluid milk was not available in at least two varieties at lunch for students who returned from a morning field trip at Esperanza Elementary School. | Discussed variety requirement and feasible options for compliance. 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). | <i>Please provide one week of lunch production records from Esperanza Elementary School that demonstrate that fluid milk was available in at least two varieties. Additionally, please provide written assurance that fluid milk will always be available in at least two varieties at lunch in the instance of students returning from a field trip.</i> |
| 4 | During the week of review, juice was served more than 50% of the time during breakfast at Deer Valley Middle School. | Discussed that juice may not be used to meet more than half of the weekly fruit requirement. Referred to Meal pattern requirements for the National School Breakfast Program, which can be found on ADE's website at http://www.azed.gov/hns/nslp under the Meal Pattern tab. Please note that repeated violations involving juice requirement may result in fiscal action and/or termination of performance-based reimbursement (extra 7 cents). | <i>Please provide one week of breakfast production records from Deer Valley Middle School which demonstrates that juice is not served more than 50% of the time. Additionally, please provide a written description of the changes that have been made to ensure that juice requirements are met.</i> |

Performance Standard 2: Dietary Specifications & Nutrient Analysis - Critical Area

No Findings

Meal Access & Reimbursement: Certification & Benefit Issuance

No Findings

Meal Access & Reimbursement: Verification

No Findings

Meal Access & Reimbursement: Meal Counting & Claiming

No Findings

Meal Pattern & Nutritional Quality: Offer Versus Serve

No Findings

Meal Pattern & Nutritional Quality: Meal Components & Quantities

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| 5 | Signage which explains what constitutes a reimbursable meal in an offer versus serve operation was not displayed to students at Sandra Day O'Connor High School during breakfast. | Discussed feasible options for signage and potential content, plan for creating and posting. Printable POS Signage can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>Please provide the sign that will be displayed to students that demonstrates what constitutes a reimbursable meal at breakfast. Additionally, please provide written assurance that this sign will be displayed for all students to see.</i> |
| 6 | Signage which explains what constitutes a reimbursable meal in a serve-only operation was not displayed to students at Arrowhead Elementary School during lunch. | Discussed feasible options for signage and potential content, plan for creating and posting. Printable POS Signage can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>Please provide the sign that will be displayed to students that demonstrates what constitutes a reimbursable meal at lunch. Additionally, please provide written assurance that this sign will be displayed for all students to see.</i> |

Resource Management

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| 7 | Net cash resources available in the nonprofit school food service account exceed the three month expenditure limit and approval from the ADE was not obtained. | Discussed requirement that net cash resources must be limited to an amount that does not exceed 3 months average expenditures without prior approval from the ADE. Referred to 7 CFR 210.19. | <i>Please provide documentation reflecting that net cash resources are below the 3 month average expenditure limit or provide a detailed spending plan to ADE for approval to maintain a balance in excess of the net cash resource limit.</i> |
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General Program Compliance: Civil Rights

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| 8 | The "And Justice for All" poster displayed at Arrowhead Elementary School and Deer Valley Middle School is not the most current USDA program material. | Discussed USDA guidance states that the "And Justice for All" poster must reflect the most current language and material. | <i>Please provide written assurance that the most current "And Justice For All" poster will be displayed for all students to see at Arrowhead Elementary School and Deer Valley Middle School.</i> |
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General Program Compliance: SFA On-Site Monitoring

No Findings

General Program Compliance: Local Wellness Policy

No Findings

General Program Compliance: Competitive Food Services

No Findings

General Program Compliance: Professional Standards

No Findings

General Program Compliance: Water

No Findings

General Program Compliance: Food Safety, Storage and Buy American

No Findings

General Program Compliance: Reporting & Recordkeeping

No Findings

General Program Compliance: School Breakfast Program & Summer Food Service Program Outreach

No Findings

Other Federal Program Reviews: Afterschool Snack Program

Not Applicable

Other Federal Program Reviews: Seamless Summer Option

Will be reviewed in Summer 2022 if applicable.

Other Federal Program Reviews: Fresh Fruit & Vegetable Program

Not Applicable

Other Federal Program Reviews: Special Milk Program

Not Applicable

Other Federal Program Reviews: At-Risk Afterschool Meals

No Findings

Comments/Recommendations:

Thank you for your cooperation in the NSLP Administrative Review. The food service program has a clear vision for ensuring the student body is provided safe a nutritious meals throughout the day and it was a pleasure to work and become acquainted with all of the program staff and administration at Deer Valley Unified District .Keep up the great work!

To stay on track with NSLP requirements, check out the NSLP at a Glance Calendar & Monthly Checklist on our website at <https://www.azed.gov/hns/nslp/forms> under the Calendars and Checklists tab.

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

Fiscal Action Assessed?

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| <input checked="" type="checkbox"/> No- SBP | <input type="checkbox"/> Yes- SBP |
| <input checked="" type="checkbox"/> No- NSLP | <input type="checkbox"/> Yes- NSLP |
| <input checked="" type="checkbox"/> No- SSO SBP | <input type="checkbox"/> Yes- SSO SBP |
| <input checked="" type="checkbox"/> No- SSO NSLP | <input type="checkbox"/> Yes- SSO NSLP |

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by April 15, 2022 to Brandon.Estrada@azed.gov



3/25/2022

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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