



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

Administrative Review Summary Report

School Food Authority Name: Imagine Middle at East Mesa, Inc.

CTD: 07-85-21

Site(s): Imagine East Mesa Middle

Contacts: Brad Uchacz, Executive Vice President & Eileen Grove, Regional NSLP Sponsor Representative

Review Date: February 17, 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
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			
	No Findings		
Performance Standard 2: Dietary Specifications & Nutrient Analysis - Critical Area			
	No Findings		
Meal Access & Reimbursement: Certification & Benefit Issuance			
	Not Applicable		
Meal Access & Reimbursement: Verification			
	Not Applicable		
Meal Access & Reimbursement: Meal Counting & Claiming			
	No Findings		
Meal Pattern & Nutritional Quality: Offer Versus Serve			
	No Findings		

Meal Pattern & Nutritional Quality: Meal Components & Quantities

No Findings

Resource Management

No Findings

General Program Compliance: Civil Rights

No Findings

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

- | | | | |
|---|---|---|--|
| 1 | Production records for lunch did not indicate the correct grade group for the site being reviewed. Specifically, January 10, 11, 13, & 14 lunch production records provided were for grades k-5. The production records should be for grades 6-8. | Discussed the importance of the production record being accurate for crediting and food quantity purposes. | <i>Please provide copies of completed lunch production records for 5 consecutive days. Also, please provide written description of changes that have been made to the process of completing production records. Including the steps taken to ensure production records are consistent with grade groups.</i> |
| 2 | The Site Application in CNPWeb indicated that SFA is operating At-Risk Morning Snack and Lunch when the SFA is only operating At-Risk Afternoon Snack. | Discussed steps required to update the Site Application in CNPWeb to reflect current participation of programs. | <i>Please resubmit a Sponsor Application indicating programs the Site is currently participating in. Additionally, please provide written assurance that the Sponsor Application in ADE's CNPWeb will accurately reflect current practices.</i> |

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

Not Applicable

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:

Congratulations! Imagine Middle at East Mesa, Inc. has completed the Administrative Review for School Year 2021-20221. Thank you for your hospitality and welcoming environment. 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?

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

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by April 18, 2022 to Danielle Kirksey at Danielle.Kirksey@azed.gov.

Originally signed 3/17/2022
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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