



Arizona Department of Education Health and Nutrition Services Division

Administrative Review Summary Report

School Food Authority Name: Self Development Academy-Phoenix

CTD: 07-82-56

Site(s): Self Development Academy-Phoenix, Self Development Scottsdale Academy

Contacts: Anjum Majeed, Asif Majeed, and Christina Harguess

Review Date: 02/22/2022 & 02/23/2022

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
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			
	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

- | | | | |
|---|--|--|---|
| 1 | Serve only signage which explains what constitutes a reimbursable meal was not displayed to students at breakfast and 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 breakfast and lunch. Additionally, please provide written assurance that this sign will be displayed for all students to see.</i> |
|---|--|--|---|

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

- | | | | |
|---|--|---|--|
| 2 | Free potable water was not made available to program participants during meal service. | Discussed feasibility options for providing free potable water during meal service. | <i>Please provide documentation that demonstrates that free water is available to program participants during meal service. Additionally, please provide written assurance that free potable water will be made available to program participants during meal service.</i> |
|---|--|---|--|

General Program Compliance: Food Safety, Storage and Buy American

3 Temperatures are not taken by using thermometers located inside of refrigerated unit.

Discussed taking temperatures from inside of the storage areas for a more accurate reading. Referred to Arizona's School Food Safety Guidance found on ADE's website at <https://www.azed.gov/hns/nslp/forms> under the Food/Health Safety tab. Additionally, discussed Food Safety Online Courses can be found on ICN's website at <https://theicn.org/icn-resources-a-z/food-safety/>.

Please provide written assurance that storage area temperatures will be taken utilizing thermometers located inside of storage areas, not outside of storage areas.

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

No findings

Other Federal Program Reviews: Seamless Summer Option

Will be reviewed in Summer 2022 if applicable.

Other Federal Program Reviews: Fresh Fruit & Vegetable Program

No findings

Other Federal Program Reviews: Special Milk Program

No findings

Other Federal Program Reviews: At-Risk Afterschool Meals

No findings

Comments/Recommendations:

Thank you so much to you and your team's hard work to provide your student access to the National School Lunch program and School Breakfast program. Everyone did a fantastic job and the process was seamless thanks to your attention to detail and organization.

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?

- No- SBP Yes- SBP
- No- NSLP Yes- NSLP
- No- SSO SBP Yes- SSO SBP
- No- SSO NSLP Yes- SSO NSLP

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by [DATE] to [REVIEWER/PPS NAME & EMAIL ADDRESS].



3/1/2022

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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