



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

Administrative Review Summary Report

School Food Authority Name: John F. Kennedy Day School

CTD: 04-40-15

Site(s): John F. Kennedy Day School

Contacts: Maxine Roanhorse Dineyazhe, Education Program Administrator and Nichole Clay, Kitchen Helper

Review Date: April 26, 2022

Review Period: March 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

<p>1 Quantities observed on the day of review did not meet minimum amounts required by the meal pattern. Specifically, insufficient daily fruit quantities were observed at breakfast; only 1/2 cup fruit (1 orange) was provided when 1 cup of fruit is required. This was not attributed to supply chain disruptions and was a repeat finding from the previous review cycle, and therefore contributed to 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 (e.g., increasing portion sizes, serving multiple fruits with breakfast, etc.). 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 Meal Pattern tab. The Step-by-Step Instruction: How to Plan a Breakfast Menu can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar & Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training 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).</p>	<p><i>Please provide a written description of the changes that have been made to ensure that daily fruit quantities at breakfast meet minimum amounts required by the meal pattern. Additionally, the certificate of completion of Step-by-Step Instruction: How to Plan a Breakfast Menu must be submitted.</i></p>
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| 2 | During the review period, it was observed that breakfasts served on 3/8/22 did not contain all of the required meal components. Specifically, fruit was not served. This was not attributed to supply chain disruptions and therefore contributed to 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 document components provided on the production record and steps to take if an item is substituted. | <i>Please provide a written description of the changes that have been made to ensure that all meals contain all of the required meal components.</i> |
| 3 | Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Specifically, insufficient daily fruit quantities were observed at breakfast on 3/7/22; only 1/2 cup fruit (1 banana) was provided when 1 cup of fruit is required. This finding was expanded to the month of review (March) and also occurred on 3/2/22, 3/21/22, and 3/31/22. This was not attributed to supply chain disruptions and was a repeat finding from the previous review cycle, and therefore contributed to 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 (e.g., increasing portion sizes, serving multiple fruits with breakfast, etc.). 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 Meal Pattern tab. The Step-by-Step Instruction: How to Plan a Breakfast Menu can be found on ADE's website at http://www.azed.gov/hns/nslp/training 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 daily fruit quantities at breakfast meet minimum amounts required by the meal pattern.</i> |
| 4 | Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Specifically, insufficient weekly fruit quantities were observed at breakfast; only 4 cups fruit were provided when 5 cups of fruit are required. This was not attributed to supply chain disruptions and was a repeat finding from the previous review cycle, and therefore contributed to 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 (e.g., increasing portion sizes, serving multiple fruits with breakfast, etc.). 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 Meal Pattern tab. The Step-by-Step Instruction: How to Plan a Breakfast Menu can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar & Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training 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 weekly fruit quantities at breakfast meet minimum amounts required by the meal pattern.</i> |

- 5 Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Specifically, insufficient daily vegetable quantities were observed at lunch on 3/7/22; only 5/8 cup vegetable was provided when 3/4 cup of vegetable is required. This was the result of not having a Product Formulation Statement necessary to determine how much vegetable was in the pork & beans. This was not attributed to supply chain disruptions and was a repeat finding from the previous review cycle, and therefore contributed to 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 (e.g., increasing portion sizes, serving multiple fruits with breakfast, etc.). 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 Meal Pattern tab. The Step-by-Step Instruction: How to Plan a Breakfast Menu can be found on ADE's website at <http://www.azed.gov/hns/nslp/training> under the Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar & Webinar Slides can be found on ADE's website at <http://www.azed.gov/hns/nslp/training> 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).
- Please provide a written description of the changes that have been made to ensure that daily vegetable quantities at lunch meet minimum amounts required by the meal pattern.*
- 6 Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Specifically, insufficient weekly legume vegetable subgroup quantities were observed at lunch; only 1/8 cup legume vegetables was provided when 1/2 cup of legume vegetables is required. This was not attributed to supply chain disruptions and was a repeat finding from the previous review cycle, and therefore contributed to 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 (e.g., increasing portion sizes, serving multiple fruits with breakfast, etc.). 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 Meal Pattern tab. The Step-by-Step Instruction: How to Plan a Breakfast Menu can be found on ADE's website at <http://www.azed.gov/hns/nslp/training> under the Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar & Webinar Slides can be found on ADE's website at <http://www.azed.gov/hns/nslp/training> 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).
- Please provide a written description of the changes that have been made to ensure that weekly legume vegetable quantities at lunch meet minimum amounts required by the meal pattern. Additionally, please provide one week of production records showing that vegetable subgroup requirements have been met.*

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| <p>7 Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Specifically, insufficient daily meat/meat alternate quantities were observed at lunch on 3/7/22 and 3/8/22; the reviewer was unable to determine how much meat/meat alternate was provided on each day. This was the result of not having a Product Formulation Statement or Child Nutrition label necessary to determine how much meat/meat alternate was in the hot dog (3/7/22) and turkey slices (3/8/22). This was not attributed to supply chain disruptions and was a repeat finding from the previous review cycle, and therefore contributed to 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 (e.g., increasing portion sizes, serving multiple fruits with breakfast, etc.). 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 Meal Pattern tab. The Step-by-Step Instruction: How to Plan a Breakfast Menu can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar & Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training 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).</p> | <p><i>Please provide a written description of the changes that have been made to ensure that daily meat/meat alternate quantities at lunch meet minimum amounts required by the meal pattern.</i></p> |
| <p>8 Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Specifically, insufficient weekly meat/meat alternate quantities were observed at lunch. This was not attributed to supply chain disruptions and was a repeat finding from the previous review cycle, and therefore contributed to 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 (e.g., obtaining sufficient crediting documentation, etc.). 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 Meal Pattern tab. The Step-by-Step Instruction: How to Plan a Breakfast Menu can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar & Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training 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).</p> | <p><i>Please provide a written description of the changes that have been made to ensure that weekly meat/meat alternate quantities at lunch meet minimum amounts required by the meal pattern.</i></p> |

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| <p>9 The following products could not be credited towards the meal pattern due to insufficient documentation: hot dog, turkey slices, and pork & beans. Without sufficient documentation, the reviewer was unable to determine if the quantity requirements were met. This resulted in quantities findings that contributed toward fiscal action calculations.</p> | <p>Discussed requirements regarding processed product documentation and provided examples. The CN Labels and Product Formulation Statements Recorded Webinar & Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training 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).</p> | <p><i>Please provide a Child Nutrition (CN) label and/or Product Formulation Statement (PFS) for: hot dog, turkey slices, and pork & beans. If unable to provide a CN label or PFS, please provide written assurance that the product will no longer be offered/served to students and a label for what item will be served in its place. Additionally, please provide written assurance that a product will not be credited towards the meal pattern without proper crediting documentation. Additionally, the certificate of completion of CN Labels and Product Formulation Statements must be provided.</i></p> |
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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

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| <p>10 Daily edit checks are not being conducted.</p> | <p>Discussed how to complete daily edit checks using ADE's Daily Edit Check worksheet. The Daily Edit Check Worksheet can be found on ADE's website at on ADE's website at https://www.azed.gov/hns/nslp/forms under the Operational tab. The Step-by-Step Instruction: How to Complete Daily Edit Checks can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Library tab.</p> | <p><i>Please provide a completed daily edit check worksheet for the month of May. Additionally, please provide written assurance that daily edit checks will be conducted. Additionally, the certificate of completion of Step-by-Step Instruction: How to Complete Daily Edit Checks must be submitted.</i></p> |
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Meal Pattern & Nutritional Quality: Offer Versus Serve

No findings.

Meal Pattern & Nutritional Quality: Meal Components & Quantities

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| <p>11 Signage which explains what constitutes a reimbursable meal was not displayed to students at breakfast or lunch.</p> | <p>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.</p> | <p><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 a written description of where the signs will be displayed.</i></p> |
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Resource Management

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| 12 Meals served to teachers, administrators, custodians, and other adults were provided free of charge. | Discussed that only program adults who have duties directly related to food service (e.g., meal counting and claiming, meal preparation, meal service, etc.) may receive meals using Federal program funds and that non-program adults (e.g., teachers supervising their classrooms) must use non-Federal funds to cover the meal cost. Discussed ways to determine adult meal prices which included a per meal cost analysis or pricing adult meals to reflect the amount of reimbursement received for a free meal plus the per meal value of entitlement and bonus commodities. Referred to HNS 27-2021 Guidance for Adult Meal Pricing in School Year 2021-2022 (SY 22). | <i>Please provide a written description of the steps which have been taken to ensure Federal program funds are not used to provide meals to non-program adults. Additionally, please submit a written communication provided to staff that includes the price for an adult breakfast and adult lunch and the method of payment should a non-program adult wish to purchase a meal.</i> |
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General Program Compliance: Civil Rights

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| 13 The USDA nondiscrimination statement used on program materials is not the most current USDA statement. Specifically, the school meal outreach material stated "John F. Kennedy Day School is an equal opportunity employer" instead of "This institution is an equal opportunity provider." | Discussed where to find nondiscrimination statement on ADE's website at https://www.azed.gov/hns/civilrights and whether long or short statement would be most appropriate. | <i>Please provide an updated school meal outreach material with the correct nondiscrimination statement. Additionally, please provide written assurance that all program materials have been updated with the proper language.</i> |
| 14 The public/media release was not provided to local media, the unemployment office and local employers considering large layoffs. | Discussed schools operating SSO must provide public notification regarding the availability of school meals and the eligibility criteria at or near the beginning of the school year. For SY 2021-2022, schools participating in SSO should notify households that meals will be offered free through SSO. Referred to HNS 17-2021 & SP 15-2021 (Q10). Additionally, referred to the template release that can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Outreach tab. | <i>Please provide written procedures for distributing the public/media release and written assurance that the public/media release will be submitted to the local media, the unemployment office and local employers considering large layoffs prior to the start of each school year.</i> |

General Program Compliance: SFA On-Site Monitoring

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| 15 On-site reviews of the lunch meal counting and claiming procedures for all sites within the SFA are not being conducted each year prior to February 1. | Discussed requirement to conduct an on-site review of lunch meal counting and claiming procedures for all sites when operating multiple sites (including bus routes). A template Internal On-Site Monitoring Form-Lunch of the Meal Counting and Claiming System found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Operational tab. Discussed who would be responsible for completing this each year. | <i>Please provide a completed Internal On-Site Monitoring Form of the Meal Counting and Claiming System. Additionally, please provide a written description of the process that has been put in place to ensure that all sites receive an on-site review of the meal counting and claiming procedures each year prior to February 1.</i> |
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| 16 On-site reviews of the breakfast meal counting and claiming procedures for 50% of the sites within the SFA are not being conducted each year prior to February 1. | Discussed requirement to conduct an on-site review of breakfast meal counting and claiming procedures for 50% of sites when operating multiple sites (including bus routes). A template Internal On-Site Monitoring Form-Breakfast of the Meal Counting and Claiming System found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Operational tab. Discussed who would be responsible for completing this each year. | <i>Please provide a completed Internal On-Site Monitoring Form of the Meal Counting and Claiming System. Additionally, please provide a written description of the process that has been put in place to ensure that 50% of the sites operating breakfast will receive an on-site review of the meal counting and claiming procedures each year prior to February 1.</i> |
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General Program Compliance: Local Wellness Policy

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| 17 The Local Wellness Policy (LWP) did not contain policies for food and beverage marketing. | Discussed updating the LWP to include policies that allow marketing and advertising of only those foods and beverages that meet Smart Snacks Standards during the school day. Explained that this requirement applies to exterior vending machines, posters, menu boards, coolers, trash cans and cups used for beverage dispensing. The Local Wellness Policy Final Rule: Guidance and Tools From ADE Webinar can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Tab. | <i>None required at this time.</i> |
| 18 The public is not being notified of the existence and contents of the Local Wellness Policy (LWP). | Discussed feasible means of notifying the public about the Local Wellness Policy such as posting it on the school website or having it available in the front office. The Local Wellness Policy Final Rule: Guidance and Tools From ADE Webinar can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Tab. | <i>None required at this time.</i> |
| 19 Potential stakeholders are not made aware of their ability to participate in the development, review, update and implementation of the Local Wellness Policy (LWP). | Discussed feasible means of notifying potential stakeholders of their ability to participate such as posting meeting times on the school website or including meeting details in materials distributed to households. The Local Wellness Policy Final Rule: Guidance and Tools From ADE Webinar can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Tab. | <i>None required at this time.</i> |

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| 20 | A recent assessment of the implementation of the Local Wellness Policy (LWP) has not been conducted nor have plans been developed to complete the assessment. The SFA did not opt into the Local School Wellness Policy Triennial Assessment waiver for SY 2021-2022. | Discussed requirement to complete an assessment once every three years, at a minimum. The assessment must measure how the LEA is complying with their LWP, how the LEA's LWP compares to the model wellness policy, and progress made in attaining the goals of the wellness policy. Additionally, discussed feasible means for notifying the public of the results of the most recent assessment. Sample evaluation tools can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Local Wellness Policy tab. Local Wellness Policy Assessment: Making it Meaningful Webinar can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training tab. | <i>None required at this time.</i> |
| 21 | A plan is not in place to notify the public of the results of the most recent assessment of the implementation of the Local Wellness Policy (LWP), when assessment is conducted. | Discussed requirement to make the most recent assessment available to the public. Also discussed feasible means for notifying the public of the results of the most recent assessment on the implementation of the LWP. The USDA's Local Wellness Policy Outreach Toolkit can be found at https://www.fns.usda.gov/tn/local-school-wellness-policy-outreach-toolkit/ . | <i>None required at this time.</i> |

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

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| 22 The following reviewed products indicated violations of the Buy American Provision in 7CFR 210.21(d) on-site at reviewed schools: bananas (product of Guatemala), honeydew melon (product of Guatemala), pineapple tidbits (product of Thailand), broccoli florets (product of Mexico), red seedless grapes (product of Peru), cherry tomatoes (product of Mexico), tomatoes 5x6 (product of Mexico), and bell peppers (product of Mexico). Additionally, documentation justifying a Buy American exception was not maintained on file. | 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 Online Training Library tab. | <i>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.</i> |
| 23 Temperatures are not consistently taken by using thermometers located inside of storage areas. Specifically, a thermometer was not located inside the milk coolers. | 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/ . | <i>Please provide written assurance that storage area temperatures will be taken utilizing thermometers located inside of storage areas, not outside of storage areas. Additionally, please provide a picture of thermometers that have been placed in the milk coolers.</i> |

General Program Compliance: Reporting & Recordkeeping

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| 24 Production records for breakfast and lunch are not completed correctly. Specifically, several production records did not consistently contain all required sections: serving size, number of servings prepared, and leftovers. Specifically, serving size, number of servings prepared, and leftovers sections are not completed consistently. Additionally, information recorded for milk show that every student received 2 milks with each meal. | Discussed required sections of production records. Production Record Templates can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. The Production Record Overview Recorded Webinar & Webinar Slides can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Library tab. | <i>Please provide copies of completed breakfast and lunch production records for 5 consecutive days, as well as written assurance that all records will be maintained for 5 years. Additionally, the certificate of completion of Production Record Overview must be provided.</i> |
| 25 Production record crediting is inaccurate. Specifically, Super Donut WG served at breakfast on 3/9/22 credited as 2.0 oz eq grain when the production record states 1.0 oz eq grain. | Discussed how to credit meal components and ensuring consistency with recipes, labels, and production records. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>Please provide an updated production record that shows accurate crediting for Super Donut WG.</i> |

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| 26 | Production record crediting is inaccurate. Specifically, Los Cabos Meal Kit served at breakfast on 3/10/22 credited as 1.5 oz eq grain when the production record states 1.0 oz eq grain. | Discussed how to credit meal components and ensuring consistency with recipes, labels, and production records. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>Please provide an updated production record that shows accurate crediting for Los Cabos Meal Kit.</i> |
| 27 | Production record crediting is inaccurate. Specifically, 1/2 cup brown rice served at lunch on 3/10/22 credited as 1.0 oz eq grain when the production record states 2.0 oz eq grain. | Discussed how to credit meal components and ensuring consistency with recipes, labels, and production records. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>Please provide an updated production record that shows accurate crediting for brown rice.</i> |
| 28 | Production record crediting is inaccurate. Specifically, Salisbury Steak served at lunch on 3/11/22 credited as 2.5 oz eq meat/meat alternate when the production record states 2.0 oz eq meat/meat alternate. | Discussed how to credit meal components and ensuring consistency with recipes, labels, and production records. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>Please provide an updated production record that shows accurate crediting for Salisbury Steak.</i> |
| 29 | Production records are not completed correctly. Specifically, production for all 6 sites are combined onto one production record. | Discussed requirements surrounding site-specific production records and importance of maintaining documentation to support production at each site. Production Record Templates can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. The Production Record Overview Recorded Webinar & Webinar Slides can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Library tab. | <i>Please provide a written description of changes that will be made to ensure production records are site specific when operating multiple sites.</i> |

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

Not applicable.

Comments/Recommendations:

Congratulations, John F. Kennedy Day School has successfully completed the Administrative Review for the 2021-2022 school year. It is recommended that trainings in meal pattern and production records are completed throughout the year. It is also recommended that internal compliance checks are conducted periodically in these critical areas to maintain program integrity. Thank you for your cooperation during the review process.

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 type="checkbox"/> No- SBP | <input checked="" type="checkbox"/> Yes- SBP | \$1,685.44 |
| <input type="checkbox"/> No- NSLP | <input checked="" type="checkbox"/> Yes- NSLP | \$1,678.99 |
| <input type="checkbox"/> No- SSO SBP | <input checked="" type="checkbox"/> Yes- SSO SBP | \$85.88 |
| <input type="checkbox"/> No- SSO NSLP | <input checked="" type="checkbox"/> Yes- SSO NSLP | \$126 |

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by July 5, 2022 to Kariann Sadlon at Kariann.Sadlon@azed.gov.

Kariann Sadlon
Digitally signed by Kariann Sadlon
Date: 2022.05.20 10:03:50 -07'00'

Reviewer Signature Date

Kerrie Zigler
Digitally signed by Kerrie Zigler
Date: 2022.05.20 10:07:01 -07'00'

Director 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.

Equity for all students to achieve their full potential
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This institution is an equal opportunity provider