



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

**Administrative Review Summary Report**

School Food Authority Name: Thatcher Unified District

CTD: 05-02-04

Site(s): Jack Daley Primary School

Contacts: Matt Petersen, Superintendent and Anita Maldonado, Purchasing Clerk/Accounts Payable

Review Date: April 25, 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
<b>Performance Standard 1: Certification &amp; Benefit Issuance - Critical Area</b>			
	Not Applicable		

**Performance Standard 1: Meal Counting & Claiming - Critical Area**

No Findings

**Performance Standard 2: Meal Components & Quantities - Critical Area**

1	The red/orange vegetable subgroup was not offered in the required weekly amount of 3/4 cups per week during the review period of March 7 -10, 2022. The SFA only offered 5/8 cups. This was not determined to be a repeat finding and did not contribute toward fiscal action calculations.	Discussed vegetable subgroup requirements for the age/grade groups served. Vegetable Subgroup Quick Guide can be found on ADE's website at <a href="https://www.azed.gov/hns/nslp/forms">https://www.azed.gov/hns/nslp/forms</a> under the Menu Planning tab. The Step by Step Instruction: How to Plan a Lunch Menu can be found on ADE's website at <a href="http://www.azed.gov/hns/nslp/training">http://www.azed.gov/hns/nslp/training</a> under the How-To Guides tab. Please note that repeated violations involving vegetable subgroups may result in fiscal action and/or termination of performance-based reimbursement (extra 7 cents).	<i>Please provide written assurance that moving forward, all menus will be planned to meet the vegetable subgroup requirements. Additionally, the certificate of completion of Step by Step Instruction: How to Plan a Lunch Menu must be submitted.</i>
---	---	--	--

- |   |   |  |  |
|---|---|--|--|
| 2 | Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Daily amount requirements of 1 cup fruit for breakfast was not offered at breakfast on March 7, 8, 9, and 10, 2022; only 1/2 cup was offered on each of these dates. This was not determined to be a repeat finding and did not contribute toward fiscal action calculations. | Discussed fruit requirements for the age/grade groups served. The Step by Step Instruction: How to Plan a Lunch Menu can be found on ADE's website at <a href="http://www.azed.gov/hns/nslp/training">http://www.azed.gov/hns/nslp/training</a> under the How-To Guides tab. | <i>Please provide written assurance that moving forward, all menus will be planned to meet the daily and weekly breakfast fruit requirements. Additionally, the certificate of completion of Step by Step Instruction: How to Plan a Breakfast Menu must be submitted.</i> |
| 3 | Quantities observed during the day of review did not meet minimum amounts required by the meal pattern. Specifically, only 1/2 cup of vegetables were offered on the day of review and not the required 3/4 cup. This was not determined to be a repeat finding and did not contribute to fiscal action calculations.   | Discussed fruit requirements for the age/grade groups served. The Step by Step Instruction: How to Plan a Lunch Menu can be found on ADE's website at <a href="http://www.azed.gov/hns/nslp/training">http://www.azed.gov/hns/nslp/training</a> under the How-To Guides tab. | <i>Please provide written assurance that moving forward, all menus will be planned to meet the daily vegetable requirements.</i>   |

---

**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**

---

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**

---

Not Applicable

---

---

**Comments/Recommendations:**

Congratulations! Thatcher Unified District has completed the Administrative Review for the 2021-2022 school year. Thank you for your cooperation and hospitality during the review process. Please continue to 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
<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 11, 2022 to Elsa Ramirez at [Elsa.Ramirez@azed.gov](mailto:Elsa.Ramirez@azed.gov)

*Elsa Ramirez*      May 20, 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.

Equity for all students to achieve their full potential  
[www.azed.gov](http://www.azed.gov) – (602) 542-8700 – 1535 West Jefferson Street • Phoenix, Arizona 85007 Bin # 7  
This institution is an equal opportunity provider