



# Arizona Department of Education

## Health and Nutrition Services Division

### Seamless Summer Option Administrative Review Summary Report

Sponsor: Gilbert Unified District

CTD: 07-02-41

Sites: Boys & Girls Club - Gilbert Branch

Contacts: Dr. Shane McCord, School Superintendent and Natalie Tenney, Food Service Director

Review Date: June 22, 2022

Review Period: June 2022

Review Type:  SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
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#### SFA Operations

No findings

#### Site Agreement

1	Boys & Girls Club - Gilbert Branch was not operating in accordance with provisions of the approved application in CNPWeb. Specifically, site application indicates 11am lunch start time, however, actual lunch start time is 10:30am.	Discussed steps required to update site application in CNPWeb to reflect current practice of meal service start time.	<i>An updated site application indicating 10:30am lunch start time has already been submitted. No further corrective action is required.</i>
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#### Site Eligibility

No findings

#### Menu Planning

2	BBQ Pulled Pork Sandwich crediting is not accurately reflected on the recipe. Specifically, it credits as 2.25 oz eq M/MA while the recipe states it credits as 2 oz eq M/MA.	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 <a href="https://www.azed.gov/hns/nslp/forms">https://www.azed.gov/hns/nslp/forms</a> under the Menu Planning tab.	<i>An updated recipe for BBQ Pulled Pork Sandwich has already been provided. No further corrective action is required.</i>
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3	Beef Soft Taco crediting is not accurately reflected on the recipe. Specifically, it credits as 1.75 oz eq M/MA while the recipe states it credits as 2 oz eq M/MA.	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 <a href="https://www.azed.gov/hns/nslp/forms">https://www.azed.gov/hns/nslp/forms</a> under the Menu Planning tab.	<i>An updated recipe for Beef Soft Taco has already been provided. No further corrective action is required.</i>
4	Chicken Patty on Whole Wheat Bun crediting is not accurately reflected on the recipe. Specifically, it credits as 3 oz eq grain while the recipe states it credits as 2.75 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 <a href="https://www.azed.gov/hns/nslp/forms">https://www.azed.gov/hns/nslp/forms</a> under the Menu Planning tab.	<i>An updated recipe for Chicken Patty on Whole Wheat Bun has already been provided. No further corrective action is required.</i>
5	Breakfast Sandwich- Bacon, Egg and Cheese crediting is not accurately reflected on the recipe. Specifically, it credits as 2oz eq grain while the recipe states it credits as 1.75 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 <a href="https://www.azed.gov/hns/nslp/forms">https://www.azed.gov/hns/nslp/forms</a> under the Menu Planning tab.	<i>An updated recipe for Breakfast Sandwich- Bacon, Egg and Cheese has already been provided. No further corrective action is required.</i>
6	Eggs, Cheesy Scrambled crediting is not accurately reflected on the recipe. Specifically, it credits as 2.25 oz eq M/MA while the recipe states it credits as 2.5 oz eq M/MA.	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 <a href="https://www.azed.gov/hns/nslp/forms">https://www.azed.gov/hns/nslp/forms</a> under the Menu Planning tab.	<i>An updated recipe for Eggs, Cheesy Scrambled has already been provided. No further corrective action is required.</i>
7	During the week of review, juice was served more than 50% of the time during breakfast and lunch.	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 and Lunch Program, which can be found on ADE's website at <a href="http://www.azed.gov/hns/nslp">http://www.azed.gov/hns/nslp</a> 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 and lunch production records 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>

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**Counting & Claiming**

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No findings

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**Media Release**

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No findings

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**SFA Monitoring Responsibilities**

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No findings

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**Civil Rights**

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No findings

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**Food Safety**

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No findings

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**Water**

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No findings

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**Comments/Recommendations:**

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Congratulations! Gilbert Unified District has completed the SSO portion of the Administrative Review for the 2021-2022 school year. Thank you for your hospitality during the review process. It is evident that you are working hard to ensure your students are fed healthy meals.

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

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**COVID-19:** Guidance to Child Nutrition Operators can be found on ADE's website at <https://www.azed.gov/hns/covid19>

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**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 27, 2022 to Jennifer McDonald at [Jennifer.McDonald@azed.gov](mailto:Jennifer.McDonald@azed.gov).

**Jennifer McDonald** Digitally signed by Jennifer McDonald  
Date: 2022.07.06 11:54:40 -07'00'

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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.