



# Arizona Department of Education

## Health and Nutrition Services Division

### Seamless Summer Option Administrative Review Summary Report

Sponsor: Mexicayotl Academy, Inc.

CTD: 12-87-03

Sites: Mexicayotl Charter School

Contacts: Veronica Pasos Garcia, Principal and Maria Hernandez, NSLP Director

Review Date: June 14, 2022

Review Period: June 2022

Review Type:  SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
<b>SFA Operations</b>			
	No Findings		
<b>Site Agreement</b>			
	No Findings		
<b>Site Eligibility</b>			
	No Findings		
<b>Menu Planning</b>			

- |  |   |   |
|--|---|---|
| <p>1 Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Weekly amount requirements of 4 cups for breakfast on June 6, 7, 8, and 9, 2022 were not met; only 2 cups were offered during this week. This was not determined to be a repeat finding and did not contribute towards fiscal action calculations.</p>              | <p>Discussed fruit requirements for the age/grade groups served. Meal pattern requirements for the National School Breakfast Program 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. The Step-by-Step Instruction: How to Plan a Breakfast 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 Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar &amp; Webinar Slides 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 Online Training Library tab.</p> | <p><i>Please provide written assurance that moving forward, all menus will be planned to meet the daily and weekly requirements. Additionally, the certificate of completion of Step-by-Step Instruction: How to Plan a Breakfast Menu must be submitted.</i></p> |
| <p>2 Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Daily amount requirements of 1 cup of fruit for breakfast on June 6, 7, 8, and 9, 2022 were not met; only 1/2 cup was offered on each of these dates. This was not determined to be a repeat finding and did not contribute towards fiscal action calculations.</p> | <p>Discussed fruit requirements for the age/grade groups served. Meal pattern requirements for the National School Breakfast Program 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. The Step-by-Step Instruction: How to Plan a Breakfast 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 Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar &amp; Webinar Slides 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 Online Training Library tab.</p> | <p><i>Please provide written assurance that moving forward, all menus will be planned to meet the daily and weekly requirements. Additionally, the certificate of completion of Step-by-Step Instruction: How to Plan a Breakfast Menu must be submitted.</i></p> |

- |  |  |   |
|--|--|---|
| <p>3 The red/orange vegetable subgroup was not offered in the required weekly amount of 3/4 cups per week during the review period of June 6-9, 2022. The SFA only offered 5/8 cups. This was not determined to be a repeat finding and did not contribute towards fiscal action calculations.</p> | <p>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 Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar &amp; Webinar Slides 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 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 written assurance that moving forward, all menus will be planned to meet the daily and weekly requirements. Additionally, the certificate of completion of Step-by-Step Instruction: How to Plan a Lunch Menu must be submitted.</i></p> |
| <p>4 The other vegetable subgroup was not offered in the required weekly amount of 1/2 cups per week during the review period of June 6-9, 2022. The SFA only offered 1/4 cups. This was not determined to be a repeat finding and did not contribute towards fiscal action calculations.</p>      | <p>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 Online Training Library tab. The Using Appropriate Serving Utensils Recorded Webinar &amp; Webinar Slides 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 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 written assurance that moving forward, all menus will be planned to meet the daily and weekly requirements. Additionally, the certificate of completion of Step-by-Step Instruction: How to Plan a Lunch Menu must be submitted.</i></p> |

- 5 Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Weekly amount requirements of 3 cups of vegetables for lunch on June 6, 7, 8, and 9, 2022 were not met; only 2 7/8 cups were offered during this week. This was not determined to be a repeat finding and did not contribute towards fiscal action calculations.
- Discussed vegetable requirements for the age/grade groups served. Meal pattern requirements for the National School Lunch 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 Lunch 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 written assurance that moving forward, all menus will be planned to meet the vegetable weekly requirements. Additionally, the certificate of completion of Step-by-Step Instruction: How to Plan a Lunch Menu must be submitted.*
- 6 Quantities observed during the review period did not meet minimum amounts required by the meal pattern. Daily amount requirements of 3/4 cups of vegetables for lunch on June 6, 7, and 9, 2022 were not met; only 5/8 cups were offered on June 6; only 1/2 cups were offered on June 7 and only 1/2 cups were offered on June 9, 2022. This was not determined to be a repeat finding and did not contribute towards fiscal action calculations.
- Discussed vegetable requirements for the age/grade groups served. Meal pattern requirements for the National School Lunch 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 Lunch 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 written assurance that moving forward, all menus will be planned to meet the vegetable daily requirements. Additionally, the certificate of completion of Step-by-Step Instruction: How to Plan a Lunch Menu must be submitted.*

---

**Counting & Claiming**

---

No Findings

---

---

**Media Release**

---

No Findings

---

---

**SFA Monitoring Responsibilities**

---

No Findings

---

---

**Civil Rights**

---

No Findings

---

---

**Food Safety**

---

No Findings

---

---

**Water**

---

No Findings

---

---

**Recordkeeping**

---

No Findings

---

**Comments/Recommendations:**

Thank you for providing safe and nutritious meals to the children that Mexicayotl Academy, Inc. serves. Your participation and cooperation during the SSO administrative review process is much appreciated. Keep up the good work!

---

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

---

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

---

Fiscal Action Assessed?

- |   |  |
|---|--|
| <input type="checkbox"/> X No- SBP                | <input type="checkbox"/> Yes- SBP      |
| <input checked="" type="checkbox"/> No- NSLP      | <input type="checkbox"/> Yes- NSLP     |
| <input checked="" type="checkbox"/> No - SSO SBP  | <input type="checkbox"/> Yes- SSO SBP  |
| <input checked="" type="checkbox"/> No - SSO NSLP | <input type="checkbox"/> Yes- SSO NSLP |

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by August 15, 2022 to Elsa Ramirez at [Elsa.Ramirez@azed.gov](mailto:Elsa.Ramirez@azed.gov)

*Elsa Ramirez*

7/15/2022

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](#)

Equity for all students to achieve their full potential

www.azed.gov – (602) 542-8700 – 1535 West Jefferson Street • Phoenix, Arizona 85007 Bin # 7

This institution is an equal opportunity provider