



# Arizona Department of Education

## Health and Nutrition Services Division

### Seamless Summer Option Administrative Review Summary Report

Sponsor: Tempe Union High School District

CTD: 07-05-13

Site: McClintock High School

Contacts: Kevin Mendivil, Superintendent and Julie Peterson, Director of Food and Nutrition

Review Date: June 28, 2022

Review Period: June 2022

Review Type:  SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
<b>SFA Operations</b>			
1	McClintock High School was not operating in accordance with provisions of the approved application in CNPWeb. Specifically, the site application states the site is not utilizing Offer vs Serve when in fact the site did utilize Offer vs Serve.	Discussed the importance of only operating within the provisions of the approved application in CNPWeb and the requirement to update site applications in CNPWeb any time there are changes to the program operations.	<i>Since Summer 2022 operations have concluded, a new site application is not needed at this time. Please provide written assurance that the site application in ADE's CNPWeb will be updated whenever there are changes in the site's operation.</i>
<b>Site Agreement</b>			
	No Findings		
<b>Site Eligibility</b>			
	No Findings		
<b>Menu Planning</b>			
	No Findings		
<b>Counting &amp; Claiming</b>			
	No Findings		
<b>Media Release</b>			
	No Findings		
<b>SFA Monitoring Responsibilities</b>			
	No Findings		
<b>Civil Rights</b>			
	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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**Recordkeeping**

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Lunch production records for the day of review and review period were completed incorrectly. Specifically, serving sizes for fruit, vegetable and milk indicate "1 each" and should indicate the actual serving size in cups.

Discussed required sections of production records. ADE's Updated Fillable Production Record Template with Instructions can be found on ADE's website at <https://www.azed.gov/hns/nslp/forms> under the Menu Planning tab. 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.

*Please provide template lunch production records for 5 consecutive days demonstrating that fruit, vegetable and milk serving sizes are listed in cup measurements. Additionally, please provide written assurance that all records will be maintained for 5 years.*

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Comments/Recommendations:

Congratulations, Tempe Union High School District has completed the SSO Administrative Review for Program Year 2022. Thank you for your cooperation during the review process.

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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 type="checkbox"/> No- NSLP	<input checked="" type="checkbox"/> Yes- NSLP	\$4.32
<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 August 19, 2022 to Kerrie Zigler at [Kerrie.Zigler@azed.gov](mailto:Kerrie.Zigler@azed.gov)

**Kerrie Zigler**  
Digitally signed by Kerrie Zigler  
Date: 2022.07.22 13:02:08 -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.

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