



## Health and Nutrition Services Division

### Administrative Review Summary Report

School Food Authority Name: Imagine Charter Elementary at Camelback, Inc.

CTD: 07-85-19

Site(s): Imagine Camelback Elementary

Contacts: Monte Lange, Executive Vice President and Eileen Grove, Regional NSLP Sponsor Representative

Review Date: December 14, 2022

Review Period: November 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 and Benefit Issuance – Critical Area			
	No Findings		
Performance Standard 1: Meal Counting and Claiming – Critical Area			
	No Findings		
Performance Standard 2: Meal Components & Quantities – Critical Area			
	No Findings		
Performance Standard 2: Dietary Specifications and Nutrient Analysis – Critical Area			
	No Findings		
Meal Access & Reimbursement: Certification and Benefit Issuance			
	No Findings		
Meal Access & Reimbursement: Verification			
	No Findings		
Meal Access & Reimbursement: Meal Counting and Claiming			
	No Findings		
Meal Pattern & Nutritional Quality: Offer Versus Serve			
	No Findings		
Meal Pattern & Nutritional Quality: Meal Components and Quantities			

No Findings

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**Resource Management**

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No Findings

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**Procurement**

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No Findings

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**General Program Compliance: Civil Rights**

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| 1 | The USDA nondiscrimination statement was not printed on appropriate program materials. Specifically, nondiscrimination statement was not present on November and December breakfast menu. | Discussed where to find nondiscrimination statement on ADE's website at <a href="https://www.azed.gov/hns/civilrights">https://www.azed.gov/hns/civilrights</a> and whether long or short statement would be most appropriate. | <i>Corrected menus were submitted day of review. No further action is necessary.</i> |
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**General Program Compliance: SFA On-Site Monitoring**

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No Findings

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**General Program Compliance: Local Wellness Policy**

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No Findings

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**General Program Compliance: Competitive Food Services**

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No Findings

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**General Program Compliance: Professional Standards**

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No Findings

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**General Program Compliance: Water**

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No Findings

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**General Program Compliance: Food Safety, Storage and Buy American**

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No Findings

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**General Program Compliance: Reporting and Recordkeeping**

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No Findings

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**General Program Compliance: School Breakfast Program and Summer Food Service Program Outreach**

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No Findings

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**Other Federal Program Reviews: Afterschool Snack Program**

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Not Applicable

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**Other Federal Program Reviews: Seamless Summer Option**

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Will be reviewed in Summer 2023 if applicable.

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**Other Federal Program Reviews: Fresh Fruit and Vegetable Program**

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Not Applicable

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**Other Federal Program Reviews: Special Milk Program**

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Not Applicable

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**Other Federal Program Reviews: At-Risk Afterschool Meals**

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No Findings

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**Comments/Recommendations:**

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Thank you for your continued cooperation throughout the administrative review process. It is evident that your team works diligently at providing children with healthy and nutritious meals.

**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
<input checked="" type="checkbox"/> No- NSLP	<input type="checkbox"/> Yes- NSLP	0

Fiscal Action under \$600 will be disregarded.

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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 under the Reviews Conducted by the State Agency accordion on ADE's National School Lunch and School Breakfast Program webpage.

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