



Health and Nutrition Services Division

Administrative Review Summary Report

School Food Authority Name: BASIS Charter Schools, Inc.

CTD: 07-82-82

Site: BASIS Phoenix South

Michelle Astwood, Head of School and Michelle Ethelbach, Head of Operations

Review Date: 2/28/2023

Review Period: January 9-13, 2023

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.

Resource Management

No findings.

Procurement

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 and Recordkeeping

No findings.

General Program Compliance: School Breakfast Program and 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 2023 if applicable.

Other Federal Program Reviews: Fresh Fruit and Vegetable Program

Not applicable.

Other Federal Program Reviews: Special Milk Program

Not applicable.

Other Federal Program Reviews: At-Risk Afterschool Meals

No findings.

Comments/Recommendations:

Congratulations! BASIS Charter Schools, Inc. has completed the Administrative Review for the 2022-2023 school year. Thank you for your hospitality during the review process. You are doing an outstanding job implementing the NSLP. It is evident you are working hard to make sure students are fed healthy 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.

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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