



## Health and Nutrition Services Division

### Administrative Review Summary Report

School Food Authority Name: Telesis Center for Learning, Inc.

CTD: 08-87-02

Site: Telesis Preparatory Academy

Contacts: Sandra Breece, Superintendent and Eve Ybarra, Finance Director

Review Date: April 18, 2023

Review Period: March 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.		

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**Meal Pattern & Nutritional Quality: Offer Versus Serve**

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*No findings.*

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**Meal Pattern & Nutritional Quality: Meal Components and Quantities**

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*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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*No findings.*

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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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*Not applicable.*

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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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|---|--|--|--|
| 1 | Separate breakfast production records are not being maintained for different grade groupings/sites K-8 (Telesis Preparatory) and 9-12 (Telesis Preparatory Academy). | Discussed using Production Record for Multiple Grade Groupings 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 accordion. Production Record Overview Recorded Webinar & Webinar Slides can be found on ADE's website at <a href="https://www.azed.gov/hns/nslp/training">https://www.azed.gov/hns/nslp/training</a> under the Online Training Library accordion. | <i>Please provide copies of completed separate breakfast Production Record for Multiple Grade Groupings/Sites K-8 (Telesis Preparatory) and 9-12 (Telesis Preparatory Academy) for 5 consecutive days.</i> |
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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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*No findings.*

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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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*Not applicable.*

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Comments/Recommendations:

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Congratulations on completing the Administrative Review! Thank you for your cooperation during this process.

**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	\$0.00
<input checked="" type="checkbox"/> No- NSLP	<input type="checkbox"/> Yes- NSLP	\$0.00

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by June 19, 2023 to Berenice Camacho Castaneda, [Berenice.Camachocastaneda@azed.gov](mailto:Berenice.Camachocastaneda@azed.gov).

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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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