



# ARIZONA DEPARTMENT OF EDUCATION

## Health and Nutrition Services Division

### Administrative Review Summary Report

School Food Authority Name: Joseph City Unified District

CTD: 09-02-02

Site: Joseph City High School

Contacts: Bryan Fields-Superintendent and Steven Mills-Business Manager

Review Date: May 8, 2023

Review Period: April 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

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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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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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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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No Findings

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

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No Findings

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

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No Findings

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Comments/Recommendations:

Joseph City Unified District has completed the Administrative Review for the 2022-2023 school year. Thank you for your hospitality and sense of urgency during the review process. You are doing a great job implementing the NSLP and SBP. It is evident that you are continuously working to ensure your 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.

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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.

Tom Horne, Superintendent of Public Instruction  
1535 West Jefferson Street • Phoenix Arizona 85007 • [www.azed.gov](http://www.azed.gov)  
“We are a service organization committed to raising academic outcomes and empowering parents.”

This institution is an equal opportunity provider.