



## Health and Nutrition Services Division

### Administrative Review Summary Report

School Food Authority Name: American Charter Schools Foundation d.b.a. Alta Vista High School

CTD: 10-87-94

Site(s): Alta Vista High School

Contacts: Michele Kaye, Chief Operating Officer and Heather Williams, Director of School Nutrition

Review Date: March 21, 2023

Review Period: February, 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**

---

Not Applicable

---

**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**

---

Not Applicable

---

**Comments/Recommendations:**

---

Thank you for your hard work and responsiveness during the review process! Your dedication to serving your students healthy, safe meals is evident. I appreciate the constant communication and your ability to go above and beyond. Keep up the great work!

**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?**

☒ No- SBP      ☐ Yes- SBP      \$0  
☒ No- NSLP      ☐ Yes- NSLP      \$0

Fiscal Action under \$600 will be disregarded.

Sabrina Castaneda

Digitally signed by Sabrina  
Castaneda  
Date: 2023.03.31 09:33:22 -07'00'

---

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.

www.azed.gov – (602) 542-8700 – 1535 West Jefferson Street • Phoenix, Arizona 85007 Bin # 7  
This institution is an equal opportunity provider.