



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Glendale Elementary District

CTD: 07-04-40

Site: Glendale Landmark School

Contacts: Cynthia Segotta-Jones, Superintendent ; Shannon Gleave, Director of Food and Nutrition

Review Date: June 14, 2023

Review Period: June 2023

Review Type: ☒ SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
SFA Operations			
	No Findings		
Site Agreement			
	No Findings		
Site Eligibility			
	No Findings		
Menu Planning			
	No Findings		
Counting & Claiming			
	No Findings		
Media Release			
	No Findings		
SFA Monitoring Responsibilities			
	There is not a plan in place to ensure all SSO sites are reviewed at least once during each site's operation.	Discussed requirement to review all SSO sites at least once during operation each year, referred to template site review form at https://www.azed.gov/hns/sfsp/sfspforms/ under the Operating section.	<i>Please provide a written description of how you will ensure that each SSO site will be reviewed at least once during operation each year and written assurance that this will occur.</i>

Civil Rights

No Findings

Food Safety

No Findings

Water

No Findings

Recordkeeping

No Findings

Comments/Recommendations:

Congratulations on the completion of the Seamless Summer Option Administrative Review! ADE applauds the efforts of the food service program staff in successfully feeding children within the community during the summer months. Keep up the good work!

Training: Web-based trainings and how-to guides can be found on ADE's website at <https://www.azed.gov/hns/nslp/training>

Summer meal service training and resources can be found on ADE's website at <https://www.azed.gov/hns/sfsp>

Fiscal Action Assessed?

<input checked="" type="checkbox"/> No- SBP	<input type="checkbox"/> Yes- SBP	\$25.63
<input checked="" type="checkbox"/> No- NSLP	<input type="checkbox"/> Yes- NSLP	\$0.00
<input checked="" type="checkbox"/> No - SSO SBP	<input type="checkbox"/> Yes- SSO SBP	\$0.00
<input checked="" type="checkbox"/> No - SSO NSLP	<input type="checkbox"/> Yes- SSO NSLP	\$0.00

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by August 4, 2023 to Brandon.Estrada@azed.gov

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 on the National School Lunch Program Administrative Review tab on the ADE website.

Tom Horne, Superintendent of Public Instruction

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