



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Riverside Elementary District

CTD: 07-04-02

Site: Kings Ridge School

Contacts: Jaime Rivera, Superintendent and Eva Chalabi, CNS Manager

Review Date: June 21, 2023

Review Period: June 2023

Review Type: ☒ SSO

| No. | Review Findings | Technical Assistance Provided | Required Corrective Action |
|---------------------------------|--|---|---|
| SFA Operations | | | |
| No Findings | | | |
| | | | |
| 1 | The site application in CNPWeb does not accurately reflect meal service procedures that were observed on-site. Specifically, the site application indicates Central Kitchen; however, this site is actually a Satellite Kitchen. | Advised SFA to update site application in CNPWeb and contact their assigned specialist to let them know of the changes. | <i>An updated site application in CNPWeb that accurately reflects meal service procedures has already been submitted. No further corrective action is required.</i> |
| | | | |
| Site Eligibility | | | |
| No Findings | | | |
| | | | |
| Menu Planning | | | |
| No Findings | | | |
| | | | |
| Counting & Claiming | | | |
| No Findings | | | |
| | | | |
| Media Release | | | |
| No Findings | | | |
| | | | |
| SFA Monitoring Responsibilities | | | |
| No Findings | | | |
| | | | |
| Civil Rights | | | |
| No Findings | | | |

Food Safety

- | | | | |
|---|--|--|--|
| 2 | The most recent food safety inspection report was not posted in a publicly visible location. | Discussed making copies of most recent report and feasible places for posting. | <i>The most recent food safety inspection report has already been posted in a location where the program participants can view it. No further corrective action is required.</i> |
|---|--|--|--|

Water

No Findings

Recordkeeping

- | | | | |
|---|---|--|---|
| 3 | The crediting information recorded on the recipe is inaccurate. Specifically, Crispy Chicken Ranch Wrap served during the review period credited as 3oz eq grain; however, the recipe indicated it credited as 3.25oz eq grain. | Discussed how to credit meal components and importance of ensuring consistency with recipes, labels, and production records. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>An updated recipe for Crispy Chicken Ranch Wrap has already been provided. No further corrective action is required.</i> |
| 4 | The ingredients information recorded on the recipe is inaccurate. Specifically, Black Bean and Corn Salad served during the review period includes 1/4c corn; however, that section of the recipe is cut off. | Discussed updating the ingredients section of the recipe. | <i>An updated recipe for Black Bean and Corn Salad has already been provided. No further corrective action is required.</i> |

Comments/Recommendations:

Congratulations! Riverside Elementary District has completed the SSO portion of the Administrative Review for the 2022-2023 school year. Thank you for your hospitality during the review process. It is evident that you are working hard to ensure your students are fed healthy meals.

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 | \$0.00 |
| <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.

| | |
|--------------------|------|
| 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
1535 West Jefferson Street • Phoenix Arizona 85007 • www.azed.gov
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