



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Havasupai Elementary School

CTD: 09-91-07

Site: Havasupai Elementary School

Contacts: Maxine Roanhorse-Dineyazhe, Education Program Administrator ; Felicia Siyuja, Secretary

Review Date: June 22, 2023

Review Period: June 2023

Review Type: ☒ SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
SFA Operations			
No Findings.			
Site Agreement			
1	Havasupai Elementary School was not operating in accordance with provisions of the approved application in CNPWeb. Specifically, the site was operating non-congregate meal service style; however, the site application indicated it was operating congregate and non-congregate meal service styles.	Discussed steps required to update site application in CNPWeb to reflect current practice of non-congregate meal service style.	<i>Please provide written assurance that the site application in ADE's CNPWeb will be updated whenever there are changes in the site's operation.</i>
Site Eligibility			
No Findings.			
Menu Planning			
No Findings.			
Counting & Claiming			
No Findings.			
Media Release			
No Findings.			

SFA Monitoring Responsibilities

- | | | | |
|---|---|---|---|
| 2 | 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> |
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Civil Rights

No Findings.

Food Safety

No Findings.

Water

No Findings.

Recordkeeping

No Findings.

Comments/Recommendations:

Thank you for your participation in the NSLP Seamless Summer Option Administrative Review! It was a pleasure to meet program staff and participants during observations. It is clear that the program operates with a passion to ensure children are happily fed nutritious meals during their day. Keep up the great 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	\$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.

Please submit corrective action response by August 31, 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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