



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Base Year Administrative Review Summary Report

School Food Authority Name: EAGLE College Prep Maryvale, LLC
CTD: 07-82-22
Site: EAGLE College Prep Maryvale

Contacts: Karina Moreno, Regional Director of Operation
Adriana Carbajal, School Operations Manager

Review Date: December 21, 2023
Review Period: November 2023
Programs Reviewed: National School Lunch School Breakfast

No.	Review Observations & Findings	Technical Assistance Provided	Required Corrective Action
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Performance Standard 1: Certification & Benefit Issuance - Critical Area

No Findings.

Performance Standard 1: Meal Counting & Claiming - Critical Area

No Findings.

Meal Access & Reimbursement: Certification & Benefit Issuance

No Findings.

Meal Access & Reimbursement: Verification

No Findings.

Meal Access & Reimbursement: Meal Counting & Claiming

1	Daily edit checks are not being conducted appropriately. Specifically, the attendance factor on the daily edit check does not match the attendance factor on the monthly reimbursement claims.	Discussed how to complete daily edit checks using ADE's Daily Edit Check worksheet. The Daily Edit Check Worksheet can be found on ADE's website https://www.azed.gov/hns/nslp/forms under the Operational accordion. The Step-by-Step Instruction: How to Complete Daily Edit Checks can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Library accordion.	<i>Please provide a completed daily edit check worksheet for the most recently submitted claim month. Additionally, please provide written assurance that daily edit checks will be conducted. Additionally, the certificate of completion of Step-by-Step Instruction: How to Complete Daily Edit Checks must be submitted.</i>
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Comments/Recommendations:

Congratulations on completing this program year's Administrative Review EAGLE College Pre Maryvale, LLC. Thank you for all the assistance and clarification you provided through out this process. 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?

<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

Please submit corrective action response by **February 29, 2024** to Danielle Kirksey at Danielle.Kirksey@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
1535 West Jefferson Street • Phoenix Arizona 85007 • www.azed.gov
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This institution is an equal opportunity provider.