



# ARIZONA DEPARTMENT OF EDUCATION

## Health and Nutrition Services Division

### Administrative Review Summary Report

School Food Authority Name: CAFA, Inc. dba Learning Foundation Performing Arts School  
CTD: 09-87-49  
Site: Learning Foundation

Contacts: Evelyn Taylor, CAFA District Office and Diana Redford, NSLP School Director

Review Date: December 13, 2024

Exit Conference Date: December 13, 2024

Review Period: November 2024

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
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**Performance Standard 1: Certification and Benefit Issuance – Critical Area**

*No applicable*

**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*

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**Meal Access & Reimbursement: Meal Counting and Claiming**

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| 1 | The site application in CNPWeb does not accurately reflect the meal service types that were observed on site. Specifically, the site application indicated Breakfast in the cafeteria/main dining area, Breakfast in the classroom, and Second Chance Breakfast as the meal service types at breakfast when it was observed that Breakfast in the classroom, Grab N' Go breakfast carts, and Second Chance Breakfast are the current meal service types at Learning Foundation. | Discussed requirement to report current procedures to the State agency and the ability to do so through updating applications in CNPWeb and contacting the Health and Nutrition Services Specialist to alert them of the changes. | <i>Please submit a new site application in CNPWeb that accurately reflects the meal service type at breakfast. Additionally, please provide written assurance that site and sponsor applications in CNPWeb will accurately reflect the most current practices in operation.</i> |
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**Meal Pattern & Nutritional Quality: Offer Versus Serve**

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*Not applicable*

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**Meal Pattern & Nutritional Quality: Meal Components and Quantities**

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*No findings*

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**Resource Management**

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| 2 | Documentation was not provided to support the usage of Supply Chain Assistance funds. | Discussed that the attestation statement signed by the SFA detailed that the SFA will use Supply Chain Assistance (SCA) funds only for purchasing unprocessed or minimally processed domestic food products and that SFAs are required to maintain purchasing and other related records for review and audit purposes. Referred to SP 03-2022: Allocation of Supply Chain Assistance (SCA) Funds to Alleviate Supply Chain Disruptions in the School Meal Programs located on ADE's website at <a href="https://www.azed.gov/hns/memos">https://www.azed.gov/hns/memos</a> . | <i>Please provide documentation demonstrating how the \$40,016.84 of Supply Chain Assistance funds were spent.</i> |
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**General Program Compliance: Civil Rights**

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*No findings*

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**General Program Compliance: SFA On-Site Monitoring**

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*Not applicable*

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**General Program Compliance: Local Wellness Policy**

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3 The recent assessment of the implementation of the Local Wellness Policy did not meet the Final Rule requirements. Specifically, the assessment did not determine compliance with the wellness policy and progress made in attaining the goals of the wellness policy.	Discussed requirement to complete an assessment once every three years, at a minimum. The assessment must determine compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy. Additionally, discussed feasible means for notifying the public of the results of the most recent assessment. Sample evaluation tools can be found on ADE's website at <a href="https://www.azed.gov/hns/nslp/forms">https://www.azed.gov/hns/nslp/forms</a> under the Local Wellness Policy accordion. Local Wellness Policy Assessment: Making it Meaningful Webinar can be found on ADE's website at <a href="https://www.azed.gov/hns/nslp/training">https://www.azed.gov/hns/nslp/training</a> under the Online Training accordion.	<i>Please provide a written plan for conducting an assessment of the implementation of the Local Wellness Policy, including determining compliance with the wellness policy and progress made in attaining the goals of the wellness policy. This plan must include who will be designated as the oversight official, who will be invited to participate in the assessment process, and the date by which the assessment is expected to be completed.</i>
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**General Program Compliance: Competitive Food Services**

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*Not applicable*

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**General Program Compliance: Professional Standards**

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*No findings*

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**General Program Compliance: Water**

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*No findings*

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**General Program Compliance: Food Safety, Storage and Buy American**

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4 Documentation was not maintained to support that the school received two food safety inspections from the local health department each school year, or that the school requested two food safety inspections each year from the local health department.	Discussed that each site operating must obtain two food safety inspections from the local health department per school year or maintain documentation to show that two food safety inspections were requested from the local health department each school year.	<i>Please provide documentation to support that two food safety inspections were received during the school year or documentation to support that two food safety inspections were requested from the local health department each school year will be maintained. Additionally, please provide written assurance that two food safety inspections will be requested from the local health department each year and documentation of the request will be kept on file for 5 years.</i>
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**General Program Compliance: Reporting and Recordkeeping**

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*No findings*

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**General Program Compliance: School Breakfast Program and Summer Food Service Program Outreach**

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*No findings*

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**Other Federal Program Reviews: Afterschool Snack Program**

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*No findings*

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**Other Federal Program Reviews: Seamless Summer Option**

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Will be reviewed in Summer 2025 if applicable.

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**Other Federal Program Reviews: Fresh Fruit and Vegetable Program**

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| 5 | The Fresh Fruit and Vegetable Program (FFVP) was not served at least two times per week. Specifically, only one FFVP meal service is occurring during the week at Learning Foundation. | Discussed that the Fresh Fruit and Vegetable Program operating requirements include serving fresh fruits and vegetables a minimum of twice per week if school is in session for at least 2 full days (not half days) in a week. Referred to Orientation to the Fresh Fruit and Vegetable Program that can be found on ADE's website at <a href="https://www.azed.gov/hns/nslp/training">https://www.azed.gov/hns/nslp/training</a> under the Fresh Fruit and Vegetable Program accordion. | <i>Please provide a written description of the steps that will be taken if unable to provide the Fresh Fruit and Vegetable Program service at least two times a week.</i> |
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**Other Federal Program Reviews: Special Milk Program**

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*Not applicable*

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**Other Federal Program Reviews: At-Risk Afterschool Meals**

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*Not applicable*

