



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Targeted Follow-Up Review Summary Report

School Food Authority Name: Our Lady Of Mt Carmel School

CTD: 07-20-04

Site: Our Lady Of Mount Carmel Catholic School

Contacts: Domonic Salce, Superintendent of Schools & Kelly Shewbridge, Principal

Review Date: March 30, 2026

Exit Conference Date: March 30, 2026

Review Period: February 2026

Programs Reviewed: ☐ National School Lunch ☐ School Breakfast ☒ Special Milk Program

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

Not applicable.

Performance Standard 1: Meal Counting and Claiming – Critical Area

1	Milk count totals were not correctly combined and recorded at during the review period. This was deemed a non-systemic error and contributed toward fiscal action calculations.	Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue.	<i>Please provide a written description of changes to the system that have been implemented to ensure that milk count totals are correctly combined and recorded, including the date of implementation.</i>
2	Milk counts were not obtained at the point of service. Specifically, preschool milk counts were obtained via pre-order rather than point of service milk counts. This was deemed a systemic error.	Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue.	<i>Please provide a written description of point of service milk counting procedures, including the date that procedures have been implemented, the title of the individual(s) responsible for counting at the point of service, and the title of the individual(s) responsible for ensuring the procedures are being followed.</i>

Performance Standard 2: Meal Components & Quantities – Critical Area

Not applicable.

Meal Access & Reimbursement: Certification and Benefit Issuance

Not applicable.

Meal Access & Reimbursement: Verification

Not applicable.

Meal Access & Reimbursement: Meal Counting and Claiming

No findings.

Meal Pattern & Nutritional Quality: Meal Components & Quantities

Not applicable.

Resource Management

Not applicable.

Comments/Recommendations:

Congratulations, Our Lady Of Mount Carmel School! You have successfully completed the Special Milk Program Follow-Up Review for school year 2025-2026! Well done! It is recommended to determine whether a pricing or non-pricing Special Milk Program is most beneficial to your school and update the Site and SFA applications accordingly. I appreciate your dedication to providing a great nutrition program to your students! Keep it up!

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?

☒ No- SMP ☐ Yes- SMP \$5.62

Fiscal Action under \$600 will be disregarded.

Targeted Follow-Up Review Required?

☐ Certification & Benefit Issuance ☒ Meal Counting and Claiming ☐ Verification ☐ Meal Components and Quantities ☐ Unallowable Costs

Please submit corrective action response by May 10, 2026, to Megan Hoovler at Megan.Hoovler@azed.gov. The response must be on organizational letterhead and signed by an authorized representative and must indicate that corrective actions will be implemented SFA-wide.

Megan

Hoovler

Digitally signed by Megan
Hoovler
Date: 2026.04.07 22:47:49
-07'00'

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 under the Reviews Conducted by the State Agency accordion on ADE's National School Lunch and School Breakfast Program webpage.

Tom Horne, Superintendent of Public Instruction

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