ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Administrative Review Summary Report

School Food Authority Name: Scholars Academy Sunnyslope
CTD: 07-86-24
Site: Scholars Academy Sunnyslope

Contacts: Tim Boykin, Principal and Dena Spar, Operations Manager

Review Date: September 29, 2026
Exit Conference Date: September 29, 2026
Review Period: August 2026
Programs Reviewed:

- [x] National School Lunch
- [x] School Breakfast
- [x] Afterschool Snack
- [ ] Fresh Fruit & Vegetable
- [ ] Special Milk
- [ ] At-Risk Afterschool Meals

No.	Review Observations & Findings	Technical Assistance Provided	Required Corrective Action

Performance Standard 1: Certification and Benefit Issuance – Critical Area

No findings.

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.

Meal Access & Reimbursement: Meal Counting and Claiming

No findings.

Meal Pattern & Nutritional Quality: Offer Versus Serve

No findings.

Meal Pattern & Nutritional Quality: Meal Components and Quantities		
No findings.		

Resource Management		
No findings.		

General Program Compliance: Civil Rights			
1	The USDA nondiscrimination statement not printed on appropriate program materials. Specifically, digital School Breakfast Program and Summer Feeding outreach materials did not include the USDA nondiscrimination statement.	Discussed where to find nondiscrimination statement on ADE's website at https://www.azed.gov/hns/civilrights and whether long or short statement would be most appropriate.	*Please provide an updated School Breakfast Program and Summer Feeding outreach material with the nondiscrimination statement. Additionally, please provide written assurance that all program materials have been updated to include the appropriate nondiscrimination statement.*

General Program Compliance: SFA On-Site Monitoring		
No findings.		

General Program Compliance: Local Wellness Policy		
No findings.		

General Program Compliance: Competitive Food Services		
No findings.		

General Program Compliance: Professional Standards			
2	The School Nutrition Program Director hired on or after July 1, 2015 did not complete the required 8 hours of food safety training within 30 days of being hired or within 5 years prior to hire date.	Discussed requirement and feasibility for attending an available certification training within current school year. Food Safety Online Training Library can be found on ICN's website at https://theicn.org/icn-resources-a-z/food-safety/.	*Food safety certification was completed on April 1, 2021. No further corrective action is required.*

General Program Compliance: Water		
No findings.		

General Program Compliance: Food Safety, Storage and Buy American		
No findings.		

General Program Compliance: Reporting and Recordkeeping		
No findings.		

General Program Compliance: School Breakfast Program and Summer Food Service Program Outreach		
No findings.		

Other Federal Program Reviews: Afterschool Snack Program			
3	Production records and supporting documentation did not demonstrate that all snacks claimed for reimbursement contained the required two meal components. Specifically, records indicated that only one component was served on August 10, 2026, and August 13, 2026, due to the inclusion of grain-based desserts, which do not credit as a snack component. This contributed to fiscal action calculations.	Discussed the meal pattern requirements of the ASP and the requirement that a snack must contain two components if it is to be claimed for reimbursement. Discussed grain based desserts and provided Exhibit A: Grain Requirements for Child Nutrition Programs. The ASP meal pattern chart can be found on ADE's website at https://www.azed.gov/hns/afterschool under the Meal Pattern accordion.	*Please provide Afterschool Snack Program (ASP) production records for 5 consecutive days that demonstrate that each snack provided to students contains at least two components. Additionally, please provide written assurance that all snacks claimed for reimbursement will contain at least 2 different creditable components.*

Other Federal Program Reviews: Seamless Summer Option
Will be reviewed in Summer 2027 if applicable.

Other Federal Program Reviews: Fresh Fruit and Vegetable Program
Not applicable.

Other Federal Program Reviews: Special Milk Program
Not applicable.

Other Federal Program Reviews: At-Risk Afterschool Meals
Not applicable.

Comments/Recommendations:

The Arizona Department of Education appreciates the dedication demonstrated through participation in the National School Lunch Program (NSLP), School Breakfast Program (SBP), and Afterschool Snack Program (ASP), providing an important resource to students in the community. Appreciation is also extended for the courtesy, responsiveness, and organization shown during the Administrative Review process.

As an opportunity for continuous improvement and professional development, the Food Service Director is encouraged to participate in the Arizona Department of Education's Staying on Track webinars. These sessions offer valuable guidance on current program requirements, policy updates, and best practices that support successful program operation and compliance.

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		
Program	**Total Fiscal Action**	**Assessed or Disregarded**
School Breakfast Program	$0.00	Not Applicable
National School Lunch Program	$131.30	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 November 18, 2026 to Ana Gandarilla-Begay at Ana.gandarilla-begay@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.

Anastasia Gandarilla-Begay Digitally signed by Anastasia Gandarilla- Begay Date: 2026.10.08 08:41:02 -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
1535 West Jefferson Street • Phoenix Arizona 85007 • www.azed.gov
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