



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Administrative Review Summary Report

School Food Authority Name: East Mesa Charter Elementary School, Inc.

CTD: 07-85-09

Site: Imagine East Mesa Elementary

Contacts: Brad Uchacz, Executive Vice President and Rose Vargas, NSLP Lead Coordinator

Review Date: October 21, 2025

Exit Conference Date: October 21, 2025

Review Period: September 2025

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 Findings

Performance Standard 1: Meal Counting and Claiming – Critical Area

1	Breakfast service observed on the day of review did not support that reimbursable meal counts are accurate. Specifically, enrollment counts were used in lieu of point of service meal counts in the preschool classroom. This was deemed a systemic error and contributed towards fiscal action calculations. A partial recalculation of breakfasts served for the months of August 2025–October 2025 was conducted.	Discussed allowable methods of obtaining meal counts. Additionally, 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 meal service in the classroom will provide an accurate count, including the date of implementation.</i>
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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

No Findings

General Program Compliance: SFA On-Site Monitoring

Not Applicable

General Program Compliance: Local Wellness Policy

No Findings

General Program Compliance: Competitive Food Services

No Findings

General Program Compliance: Professional Standards

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| 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/ . | Please provide the expected date that food safety certification training will be completed by the School Nutrition Program Director. |
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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

Not Applicable

Other Federal Program Reviews: Seamless Summer Option

Will be reviewed in Summer 2026 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

No Findings

Comments/Recommendations:

Congratulations! East Mesa Charter Elementary School, Inc. Has completed the administrative review for the 2025-2026 school year. Your commitment to operating compliant and effective programs is commendable. The care and effort you put into supporting student well-being is clearly evident and deeply appreciated.

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	\$102.76	Disregarded
National School Lunch Program	\$0.00	Not Applicable

Please submit corrective action response by December 8, 2025, to Liz McLaughlin Liz.McLaughlin@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.

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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