



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Administrative Review Summary Report

School Food Authority Name: Academy of Mathematics and Science, Inc.

CTD: 10-87-13

Site: Academy of Math and Science

Contacts: Kristina Winters, Superintendent and Jasmin Davis, SBP/NSLP Coordinator

Review Date: March 26, 2026

Exit Conference Date: March 26, 2026

Review Period: February 2026

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 |
|---|--|---|--|
| Performance Standard 1: Certification and Benefit Issuance – Critical Area | | | |
| | <i>No Findings</i> | | |
| Performance Standard 1: Meal Counting and Claiming – Critical Area | | | |
| | <i>No Findings</i> | | |
| Performance Standard 2: Meal Components & Quantities – Critical Area | | | |
| 1 | During the week of review, more than 2 oz eq of grain-based desserts were served at lunch. Specifically, 10 oz eq of grain-based desserts were served at lunch during February 2-6, 2026. | Discussed that grain-based desserts must be limited to 2 oz eq per week. Referred to Meal pattern requirements for the National School Lunch Program, which can be found on ADE's website at https://www.azed.gov/hns/nslp under the Meal Pattern accordion. | <i>Please provide one week of lunch production records that demonstrate that no more than 2 oz eq of grain-based desserts were offered. Additionally, please provide written assurance that, moving forward, no more than 2 oz eq of grain-based desserts will be served at lunch in a week.</i> |
| 2 | On the day of review, it was observed that 2 lunches counted for reimbursement did not contain all of the required meal components. Specifically, 2 lunches counted for reimbursement under Serve Only lunch service did not contain milk. This contributed toward fiscal action calculations and resulted in the termination of performance-based reimbursement (extra 9 cents) until sufficient corrective action is received. | Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue. Discussed with cafeteria staff how to properly identify and count reimbursable meals, as well as procedures if a student does not select a reimbursable meal. The Recognizing a Reimbursable Meal at the Point of Service Recorded Webinar & Webinar Slides can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Library accordion in the Operations section. | <i>Please provide a written description of the changes that have been made to ensure that all lunches counted for reimbursement contain all of the required meal components. Additionally, the certificate of completion of Recognizing a Reimbursable Meal at the Point of Service must be submitted.</i> |

No Findings

Performance Standard 1: Certification and Benefit Issuance – Critical Area

No Findings

Performance Standard 1: Meal Counting and Claiming – Critical Area

Performance Standard 2: Meal Components & Quantities – Critical Area

- | | | | |
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|---|--|--|
| <p>3 Milk substitutions provided on the day of review did not meet requirements. Specifically, bottled water was substituted in place of milk for two students during lunch on day of review. This was not a repeat finding from the previous cycle and therefore did not contribute toward fiscal action calculations.</p> | <p>Provided nutrient requirements for milk substitutes. Q&As - Milk Substitution for Children with Medical or Special Dietary Needs (Non-Disability) can be found on FNS website at http://www.fns.usda.gov/qas-milk-substitution-children-medical-or-special-dietary-needs-non-disability/.</p> | <p><i>Please provide a copy of the Nutrition Facts label of the product that will be used that meets the nutrition requirements. Additionally, please provide a written description of procedures that will be implemented to ensure only allowable milk types will be provided.</i></p> |
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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

Not Applicable

Meal Pattern & Nutritional Quality: Meal Components and Quantities

No Findings

Resource Management

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| <p>4 The nonprofit school food service account was charged costs in excess of the approved indirect cost rate. Specifically, the nonprofit food service account was charged \$122,817.29 in excess of the allowable amount for indirect costs.</p> | <p>Discussed proper classification of direct/indirect costs. Reviewed requirements that indirect costs be charged consistently across the SFA as required in 2 CFR 200.412-414. Referred to the USDA's Indirect Cost Guidance Manual located at https://www.azed.gov/hns/nslp under the Guidance Manuals accordion, which can be used as a resource when determining allowable indirect costs.</p> | <p><i>Please provide written procedures for how indirect costs will be calculated and charged to the nonprofit school food service account. Additionally, also provide supporting documentation which reflects that any indirect costs charged in excess of the allowable rate (\$122,817.29) have been returned to the nonprofit school food service account.</i></p> |
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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

Not Applicable

General Program Compliance: Professional Standards

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|---|--|---|--|
| 5 | 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/ . | <i>Please provide the expected date that food safety certification training will be completed by the School Nutrition Program Director.</i> |
| 6 | The School Nutrition Programs director tasked with National School Lunch Program procurement responsibilities has not completed annual training on Federal procurement standards. | Discussed that school nutrition program directors, management, and staff tasked with National School Lunch Program procurement responsibilities must complete annual training on Federal procurement standards annually. Additionally discussed that procurement training may count towards the professional standards training standards. Training Curriculum for Arizona Child Nutrition Professionals Operating the National School Lunch and School Breakfast Program can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Build Your Employees Training Plans accordion. Procurement Basics training can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Library accordion. | <i>Please provide the certificate of completion of Procurement Basics (or an equivalent training on Federal procurement standards) for the School Nutrition Programs director tasked with National School Lunch Program procurement responsibilities. Additionally, please provide written assurance that annual training on Federal procurement standards will be completed annually.</i> |

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! Academy of Mathematics and Science, 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 | \$0.00 | Not Applicable |
| National School Lunch Program | \$9.42 | Disregarded |

Please submit corrective action response by May 11, 2026, to Liz McLaughlin at 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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