



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Administrative Review Summary Report

School Food Authority Name: Tohono O'odham High School
CTD: 10-91-02
Site: Tohono O'odham High School

Contacts: Frank Rogers, Acting Principal and Leann Jose, School Cook

Review Date: December 17 & 18, 2025

Exit Conference Date: December 18, 2025

Review Period: November 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	Meal count totals were not correctly combined and recorded at breakfast and lunch 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 meal count totals are correctly combined and recorded, including the date of implementation.</i>
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Performance Standard 2: Meal Components & Quantities – Critical Area

2	During the week of review, at least 80% of grains served at breakfast and lunch were not whole grain-rich. Specifically, only 57.00% of grains served at breakfast and 67.86% of grains at lunch during November 3-7, 2025, were whole grain-rich.	Discussed requirement for at least 80% of grains served to be whole grain-rich, how to identify whole grain-rich items, and potential changes to the menu to increase whole grain-rich percentage. USDA's Whole Grain Resource for the National School Lunch and Breakfast Programs: A Guide to Meeting the Whole Grain-Rich Criteria can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning accordion.	<i>Please provide one week of breakfast and lunch production records and supporting documentation (e.g., Child Nutrition label, Product Formulation Statement, ingredient lists, Nutrition Facts labels, etc.) that demonstrate at least 80% of grains served at breakfast and lunch were whole grain-rich.</i>
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| <p>3 Daily fruit quantities served at breakfast during the review period did not meet minimum amounts required by the meal pattern. Specifically, 1/2 cup fruit was served on November 6, 2025, when 1 cup is required daily at breakfast for grades 9-12. This was not a repeat finding from the previous cycle and therefore did not contribute toward fiscal action calculations.</p> | <p>Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue (e.g., changes in serving utensils, recipes, etc.). Meal pattern requirements for the National School Breakfast Program can be found on ADE's website at http://www.azed.gov/hns/nslp under the Meal Pattern accordion.</p> | <p><i>Please provide a written description of the changes that have been made to ensure that daily fruit quantities at breakfast meet minimum amounts required by the meal pattern. Additionally, the certificate of completion of Using Appropriate Serving Utensils must be submitted.</i></p> |
| | <p>The Step-by-Step Instruction: How to Plan a Breakfast Menu can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library accordion in the Menu Planning/ Meal Pattern section.</p> | |
| | <p>The Using Appropriate Serving Utensils Recorded Webinar and slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library accordion in the Operations section. Please note that repeated violations involving food quantities may result in fiscal action.</p> | |
| <p>4 Weekly fruit quantities served at breakfast during the review period did not meet minimum amounts required by the meal pattern. Specifically, 4.5 cups fruit were served on November 3-7, 2025, when 5 cups are required weekly at breakfast for grades 9-12. This was not a repeat finding from the previous cycle and therefore did not contribute toward fiscal action calculations.</p> | <p>Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue (e.g., changes in serving utensils, recipes, etc.). Meal pattern requirements for the National School Breakfast Program can be found on ADE's website at http://www.azed.gov/hns/nslp under the Meal Pattern accordion.</p> | <p><i>Please provide a written description of the changes that have been made to ensure that weekly fruit quantities at breakfast meet minimum amounts required by the meal pattern. Additionally, the certificate of completion of Step-by-Step Instruction: How to Plan a Breakfast Menu must be submitted.</i></p> |
| <p>5 Weekly vegetable quantities served at lunch during the review period did not meet minimum amounts required by the meal pattern. Specifically, 4-1/2 cups vegetable was served November 3-7, 2025, when 5 cups are required weekly at lunch for grades 9-12. This was not a repeat finding from the previous cycle and therefore did not contribute toward fiscal action calculations.</p> | <p>Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue (e.g., changes in serving utensils, recipes, etc.). Meal pattern requirements for the National School Lunch Program can be found on ADE's website at http://www.azed.gov/hns/nslp under the Meal Pattern accordion.</p> | <p><i>Please provide a written description of the changes that have been made to ensure that weekly vegetable quantities at lunch meet minimum amounts required by the meal pattern.</i></p> |
| <p>6 Weekly red/orange vegetable quantities served at lunch during the review period did not meet minimum amounts required by the meal pattern. Specifically, 3/4 cup of the red/orange vegetable subgroup was served November 3-7, 2025, when 1-1/4 cups is required weekly at lunch for grades 9-12. This was not a repeat finding from the previous cycle and therefore did not contribute toward fiscal action calculations.</p> | <p>Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue (e.g., changes in serving utensils, recipes, etc.). Meal pattern requirements for the National School Lunch Program can be found on ADE's website at http://www.azed.gov/hns/nslp under the Meal Pattern accordion.</p> | <p><i>Please provide a written description of the changes that have been made to ensure that weekly red/orange vegetable quantities at lunch meet minimum amounts required by the meal pattern.</i></p> |

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| 7 | Weekly grain quantities served at lunch during the review period did not meet minimum amounts required by the meal pattern. Specifically, 7.0 ounce equivalents of grain was served November 3-7, 2025, when 10.0 ounce equivalents are required weekly at lunch for grades 9-12. This was not a repeat finding from the previous cycle and therefore did not contribute 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 (e.g., changes in serving utensils, recipes, etc.). Meal pattern requirements for the National School Lunch Program can be found on ADE's website at http://www.azed.gov/hns/nslp under the Meal Pattern accordion. | <i>Please provide a written description of the changes that have been made to ensure that weekly grain quantities at lunch meet minimum amounts required by the meal pattern.</i> |
| 8 | The following breakfast product could not be credited towards the meal pattern due to insufficient documentation: English Muffin (served on November 6, 2025). Without sufficient documentation, the reviewer was unable to determine if grain quantity requirements were met at breakfast. This was not a repeat finding from the previous cycle and therefore did not contribute toward fiscal action calculations. | Discussed requirements regarding processed product documentation and provided examples. The CN Labels and Product Formulation Statements Recorded Webinar can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library accordion in the Menu Planning/ Meal Pattern section.

The CN Labels and Product Formulation Statements Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library accordion in the Menu Planning/ Meal Pattern section. Please note that repeated violations involving food quantities may result in fiscal action. | <i>Please provide a Child Nutrition (CN) label and/or Product Formulation Statement (PFS) for English Muffin. If unable to provide a CN label or PFS, please provide written assurance that the product will no longer be offered/served to students. Additionally, please provide written assurance that a product will not be credited towards the meal pattern without proper crediting documentation. Additionally, the certificate of completion of CN Labels and Product Formulation Statements must be provided.</i> |
| 9 | The following lunch products could not be credited towards the meal pattern due to insufficient documentation: Lettuce & Tomato Garnish and Salsa (served on November 3, 2025), Salad (served on November 4, 2025), Vegetable Garnish (served on November 5, 2025), Tortillas (served on November 6, 2025), and Roast Beef Sandwich (served on November 7, 2025). Without sufficient documentation, the reviewer was unable to determine if daily vegetable quantity requirements for November 3-5, 2025, were met; if daily grain quantity requirements for November 6, 2025, were met; and if daily meat/meat alternate, grain and vegetable quantities requirements were met for November 7, 2025. This was not a repeat finding from the previous cycle and therefore did not contribute toward fiscal action calculations. | Discussed requirements regarding processed product documentation and provided examples. The CN Labels and Product Formulation Statements Recorded Webinar can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library accordion in the Menu Planning/ Meal Pattern section.

The CN Labels and Product Formulation Statements Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library accordion in the Menu Planning/ Meal Pattern section. Please note that repeated violations involving food quantities may result in fiscal action. | <i>Please provide a Child Nutrition (CN) label and/or Product Formulation Statement (PFS), Nutrition Facts Labels and relevant recipes for Lettuce & Tomato Garnish (served on November 3, 2025), Salad (served on November 4, 2025), Vegetable Garnish and Chili (served on November 5, 2025), Tortillas (served on November 6, 2025), and Roast Beef Sandwich (served on November 7, 2025). If unable to provide a CN label or PFS, Nutrition Facts Labels, or relevant recipes please provide written assurance that the product will no longer be offered/served to students. Additionally, please provide written assurance that these products will not be credited towards the meal pattern without proper crediting documentation. Additionally, the certificate of completion of CN Labels and Product Formulation Statements must be provided.</i> |

<p>10 Breakfast cereals provided to students during the week of review exceeded the allowable added sugar limits. Specifically, Froot Loops served on November 3, 2025, contained 8 grams of added sugar and Lucky Charms served on the Day of Review contained 9 g of added sugar per dry ounce when no more than 6 grams of added sugars per dry ounce is allowable.</p>	<p>Discussed that beginning July 1, 2025, breakfast cereals may have no more than 6 grams of added sugars per dry ounce. Referred to USDA's Added Sugars webpage at https://www.fns.usda.gov/cn/school-nutrition-standards-updates/added-sugars.</p>	<p><i>Please provide the Nutrition Facts label for the product that will replace Froot Loops and Lucky Charms cereals. Additionally, please provide written assurance that all breakfast cereals provided to students will contain no more than 6 grams of added sugars per dry ounce.</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

<p>11 The most recent Verification Summary Report was not submitted on time. Specifically, the Verification Summary Report for School Year 2024-2025 was not submitted.</p>	<p>Discussed due date for Verification Summary Report (February 1) and that the report can be submitted as early as November. Discussed who will be responsible for submitting the report. Referred to the Online Training: Verification Review found on ADE's website at https://www.azed.gov/hns/nslp/training under the Verification section.</p> <p>Additionally, referred to the Verification Best Practices Calendar found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Calendars and Checklists accordion.</p>	<p><i>Please provide written procedures that will be implemented to ensure that the Verification Summary Report will be submitted by the required due date each year, including the individual (title) who will be responsible for submitting the report.</i></p>
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Meal Access & Reimbursement: Meal Counting and Claiming

<p>12 Daily edit checks are not being conducted.</p>	<p>Discussed how to complete daily edit checks using ADE's Daily Edit Check worksheet. The Daily Edit Check Worksheet can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Operational accordion.</p> <p>The Step-by-Step Instruction: How to Complete Daily Edit Checks can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Library accordion in the Counting & Claiming section.</p>	<p><i>Please provide a completed daily edit check worksheet for the most recently submitted claim month. Additionally, please provide written assurance that daily edit checks will be conducted. Additionally, the certificate of completion of Step-by-Step Instruction: How to Complete Daily Edit Checks must be submitted.</i></p>
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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

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| 13 | The public media release was not provided to local media, the unemployment office, and/or local employers considering large layoffs. | Discussed requirements and timeframe for public media release, and best options locally for submitting the release to prior to the start of the school year. The Public Media Release template can be found on ADE's website at https://www.azed.gov/hns/nslp/forms/ under the Organizational accordion. | <i>Please provide written procedures that will be followed each year for distributing the public media release, including who will be responsible for ensuring it is sent to the appropriate local media and what local media it will be sent to.</i> |
| 14 | Households are not made aware of Limited English Proficiency (LEP) services provided by the school food authority. | Discussed requirement that once aware of an LEP individual's needs, the LEA is responsible for ensuring that their application and other household materials are available in the language the LEP individual can understand. Referred to SP 37-2016 which can be found on ADE's Memos webpage at https://www.azed.gov/hns/memos . | <i>Please provide a written description of how households with limited English proficiency are made aware of the services available to them.</i> |
| 15 | Procedures for receiving and processing complaints alleging discrimination within the school meal programs do not meet requirements. Specifically, complaints alleging discrimination within the school meals program are handled internally when they should be forwarded to an outside agency. | Discussed site-specific procedures for receiving and processing complaints, as well as identifying the outside agency to which complaints are forwarded (i.e., ADE, Food & Nutrition Services Southwest Regional Office, FNS Office of Civil Rights, or USDA Office of Civil Rights). The SFA's procedures must note whether an allegation is made verbally or in person. The SFA staff member receiving the allegation must transcribe the complaint. The SFA's procedures for receiving a complaint cannot prevent a complaint from being accepted. Additionally, the SFA's procedures must not indicate that they attempt to resolve the complaint themselves nor can the SFA's complaint process be a prerequisite for accepting a complaint. Additional guidance can be found on ADE's website at https://www.azed.gov/hns/civilrights . The Step-by-Step Instruction: How to File a Civil Rights Complaint can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training Library accordion. | <i>Please provide a written description of the updated process and procedures for processing complaints alleging discrimination which meets requirements. Additionally, the certificate of completion of Step-by-Step Instruction: How to File a Civil Rights Complaint must be submitted.</i> |

General Program Compliance: SFA On-Site Monitoring

No Findings.

General Program Compliance: Local Wellness Policy

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| 16 | The Local Wellness Policy did not contain all required elements. Specifically, the Local Wellness Policy did not contain a description of public involvement. | Discussed that local wellness policies are required to include a description of public involvement, public updates, policy leadership, and evaluation plan. The Local Wellness Policy Final Rule: Guidance and Tools From ADE Webinar can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training accordion. | <i>Please provide a written plan for how a description of public involvement plan will be added to the Local Wellness Policy. The plan should include draft language of the element to be added, who will be involved in updating the Local Wellness Policy and the date the update is expected to be completed. Additionally, provide written assurance that the Local Wellness Policy will be specific to your institution.</i> |
| 17 | Potential stakeholders are not made aware of their ability to participate in the development, review, update and implementation of the Local Wellness Policy. Specifically, the general public was not made aware of their ability to participate in the development, review, and update of the Local Wellness Policy. | Discussed feasible means of notifying potential stakeholders of their ability to participate. The Local Wellness Policy Final Rule: Guidance and Tools From ADE Webinar can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training accordion. | <i>Please provide a written description of how all potential stakeholders, including the general public will be made aware of their ability to participate in the development, review, update, and implementation of the Local Wellness Policy.</i> |
| 18 | A recent assessment of the implementation of the Local Wellness Policy has not been conducted nor have plans been developed to complete the assessment. | Discussed requirement to complete an assessment once every three years, at a minimum. The assessment must measure how the LEA is complying with their Local Wellness Policy, how the LEA's Local Wellness Policy compares to the model wellness policy, 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 https://www.azed.gov/hns/nslp/forms under the Local Wellness Policy accordion. Local Wellness Policy Assessment: Making it Meaningful Webinar can be found on ADE's website at https://www.azed.gov/hns/nslp/training under the Online Training accordion. | <i>Please provide a written plan for conducting an assessment of the implementation of the Local 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> |

General Program Compliance: Competitive Food Services

No Findings.

General Program Compliance: Professional Standards

19 The School Cook Supervisor 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 Cook Supervisor 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>
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General Program Compliance: Water

No Findings.

General Program Compliance: Food Safety, Storage and Buy American

20 A written food safety plan has not been developed.	Discussed required components of a food safety plan and resources available on ADE's website at https://www.azed.gov/hns/nslp/forms under the Food/Health Safety accordion.	<i>Please provide a copy of a written food safety plan.</i>
21 Temperature logs for food storage areas are not being maintained for a minimum of 6 months. Specifically, temperature logs for the refrigerator, freezer and pantry were not maintained for a minimum of 6 months at Tohono O'odham High School.	Discussed requirements for maintaining food storage area temperature logs, sample templates, and who would be responsible. Temperature logs for food storage areas must be maintained for 6 months. Monitoring forms can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Food/Health Safety accordion. Additionally, discussed 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 a copy of the temperature log that will be used for the refrigerator, freezer and pantry. Additionally, please provide written assurance that logs will be kept daily and maintained on file for 6 months.</i>

<p>22 The following products observed at Tohono O'odham High School were in violation of the Buy American Provision (i.e., were non-domestic) and documentation justifying a Buy American exception were not maintained on file: Royalty Mandarin Oranges (product of China), Jackpot Pineapple Tidbits (product of Thailand) and Dole Pineapple Tidbits (product of Philippines).</p>	<p>Discussed that funds used from the nonprofit school food service account must be used to procure food products that comply with the Buy American Provision. Additionally discussed procedures for documenting a Buy American exception. Referred to SP 09-2025, Buy American Accommodation Process for School Year 2025-2026. Additional information on the requirements of this provision, including the Buy American Exemption Summary Tool, can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Operational accordion.</p>	<p><i>Please provide a written description of the changes that have been made to procurement and/or recordkeeping procedures to ensure that the requirements of the Buy American Provision are met.</i></p>
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General Program Compliance: Reporting and Recordkeeping

<p>23 Reports are not submitted to the State agency as required. Specifically, the submitted site application in CNPWeb indicated that Tohono O'odham High School is operating Grab 'N' Go breakfast Carts, a Salad Bar at Lunch, and the Afterschool Snack Program when these are not reflective of the site's current operations.</p>	<p>Discussed steps required to update the site application in CNPWeb to reflect current practice of operating Grab 'N' Go breakfast Carts, a Salad Bar at Lunch, and the Afterschool Snack Program, including notifying the assigned specialist approving applications of the update.</p>	<p><i>Please resubmit a site application for Tohono O'odham High School in CNPWeb indicating the current practice for meal service types at breakfast, Salad Bar implementation, and participation in the Afterschool Snack Program. Additionally, please provide written assurance that the site application in CNPWeb will be updated to accurately reflect current practices whenever site operations change.</i></p>
<p>24 Production records did not contain all required sections. Specifically, the production records for breakfast did not contain serving sizes. The production records for lunch did not contain planned number of servings or leftovers. Additionally, breakfast and lunch production records do not contain the number of servings prepared and leftover for milk. The day of review production record for breakfast was missing serving sizes and the production record for lunch was missing planned number of servings and leftovers as well as serving size for mixed veggies.</p>	<p>Discussed required sections of production records. Production Record Templates can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning accordion. The Production Record Overview 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.</p>	<p><i>Please provide copies of completed breakfast and lunch production records for 5 consecutive days. Additionally, the certificate of completion of Production Record Overview must be provided.</i></p>

<p>25 Production record crediting is inaccurate. Specifically, the following items on the breakfast productions records did not reflect correct crediting information: Blueberry Bagel and Boiled Egg (served on November 4, 2025), French Toast Sticks (served on November 5, 2025), English Muffin and Grapefruit (served on November 6, 2025), and Pancakes and Sausage (served on November 7, 2025).</p>	<p>Discussed how to credit meal components and ensuring consistency with recipes, labels, and production records. Additionally discussed that crediting information is not a required element of a production record and therefore is not required to be included on the production record. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning accordion.</p>	<p><i>Please provide a written description of changes made to ensure crediting is correctly reflected on production records. If the operation chooses not to include the optional crediting information on the production record moving forward, please provide production records for 5 consecutive days demonstrating that it is no longer included.</i></p>
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The following items on the lunch production records did not reflect correct crediting information: Nachos, Garnish & Chips (served on November 3, 2025), Spaghetti, Garlic Toast, and Salad (served on November 4, 2025), Hamburger, Bun, Vegetable Garnishes, (served on November 5, 2025), Pork Chops and Tortillas (served on November 6, 2025), the Roast Beef Sandwich (served on November 7, 2025) and the Iceberg Lettuce and Spinach (served on Day of Review: December 17, 2025)

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

<p>26 Households were not notified of the availability of the Summer Food Service Program (SFSP) prior to the end of the school year.</p>	<p>Discussed methods of notifying families of the availability of the Summer Food Service Program (SFSP) prior to the end of the school year and determined which was most feasible. Summer feeding locations can be found at https://www.azhealthzone.org/.</p>	<p><i>Please provide a written description of how households will be notified of the availability of the Summer Food Service Program (SFSP) prior to the end of the school year, including the documentation that will be used for the notification. Additionally, please provide written assurance that this will occur at the end of each school year.</i></p>
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Other Federal Program Reviews: Afterschool Snack Program

No Findings.

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

Not applicable.

Comments/Recommendations:

Congratulations, Tohono O'odham High School! You have successfully completed the Nation School Lunch Program Administrative Review for school year 2025-2026. Well done! It is recommended to maintain updated nutrition documentation, including recipes, for all items served as part of reimbursable meals. It is evident that your team works very hard to providing nutritious meals 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		
Program	Total Fiscal Action	Assessed or Disregarded
School Breakfast Program	\$0.00	Not Applicable
National School Lunch Program	\$0.00	Not Applicable

Please submit corrective action response by May 15, 2026, to [Megan Hoovler@azed.gov](mailto: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.

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
"We are a service organization committed to raising academic outcomes and empowering parents."

USDA is an equal opportunity provider, employer, and lender.