



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Morrystown Elementary District

CTD: 07-03-75

Site: Morrystown Elementary School

Contacts: Dr. Jennifer Petty, Principle and Amy Potter, Cafeteria Manager

Review Date: July 17, 2024

Review Period: June 2024

Review Type: SSO

No.	Review Findings	Technical Assistance Provided	Required Corrective Action
SFA Operations			
	No findings.		
Site Agreement			
	No findings.		
Site Eligibility			
	No findings.		
Menu Planning			
1	Fluid milk was not available in at least two varieties for each meal service for Bus Route #1 Morrystown ESD, meals delivery. This was not a repeat finding from cycle two and did not contributed towards fiscal action calculations.	Discussed variety requirement - and feasible options for compliance. Allowable milk varieties are fat-free unflavored, fat-free flavored and 1% unflavored. The meal pattern tables can be found on ADE's website at https://www.azed.gov/hns/sfsp under the Meal Pattern	<i>Please provide one week of breakfast and lunch production records that demonstrate that fluid milk was available in at least two varieties. Additionally, please provide written assurance that fluid milk will always be available in at least two varieties at breakfast and lunch.</i>
Counting & Claiming			
	No findings.		
Media Release			
	No findings.		
SFA Monitoring Responsibilities			
	No findings.		

Civil Rights

No findings.

Food Safety

No findings.

Water

Not applicable.

Recordkeeping

- | | | | |
|---|--|---|--|
| 2 | Separate meal counts were not taken per meal service. Specifically, meal counts for breakfast and lunch were not recorded separately during the month of review. | Discussed that counting records for meals served must align to the day the meal is intended to be consumed for the specific meal service. | <i>Correction has been made, no further action needed.</i> |
|---|--|---|--|

Comments/Recommendations:

Congratulations on completing the Administrative Review! Thank you for your hard work and cooperation during this process. It was a pleasure visiting your school and seeing what a great job your Food Service Director is doing to feed the Kids in your community. Thanks for implementing the Seamless Summer Option (SSO), and for successfully navigating all of the current challenges in administering the program. Please keep up the great work!

Training: Web-based trainings and how-to guides can be found on ADE's website at <https://www.azed.gov/hns/nslp/training>

Summer meal service training and resources can be found on ADE's website at <https://www.azed.gov/hns/sfsp>

Fiscal Action Assessed?

<input checked="" type="checkbox"/> No- SBP	<input type="checkbox"/> Yes- SBP	\$376.00
<input checked="" type="checkbox"/> No- NSLP	<input type="checkbox"/> Yes- NSLP	\$1,583.95
<input checked="" type="checkbox"/> No - SSO SBP	<input type="checkbox"/> Yes- SSO SBP	\$0.00
<input checked="" type="checkbox"/> No - SSO NSLP	<input checked="" type="checkbox"/> Yes- SSO NSLP	\$0.00

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by **September 9, 2024** to Amy Dixon Banire at amy.dixonbanire@azed.gov.

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 on the National School Lunch Program Administrative Review tab on the ADE website.

Tom Horne, Superintendent of Public Instruction
1535 West Jefferson Street • Phoenix Arizona 85007 • www.azed.gov
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