



ARIZONA DEPARTMENT OF EDUCATION

Health and Nutrition Services Division

Seamless Summer Option Administrative Review Summary Report

Sponsor: Sacaton Elementary District

CTD: 11-04-18

Site: Sacaton Elementary School

Contacts: Robert Lewandowski, Superintendent

William Trotter, Food Service Director

Review Date: June 24, 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			
	No Findings.		
Counting & Claiming			
	No Findings.		
Media Release			
	No Findings.		
SFA Monitoring Responsibilities			
	No Findings.		
Civil Rights			
	No Findings.		
Food Safety			

No Findings.

Water

No Findings.

Recordkeeping

- | | | |
|---|--|--|
| 1 The crediting information recorded on the production record is inaccurate. Specifically, Breakfast Pizza served at Sacaton Elementary during the review period credited as 1.00oz eq M/MA and 1.50oz eq grain; however, the production record indicated it credited as 2.00oz eq M/MA only. | Discussed how to credit meal components and importance of ensuring consistency with recipes, labels, and production records. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>Please provide a production record/recipe that reflects the correct crediting information for breakfast pizza. Additionally, please provide a written description of changes made to ensure crediting is correctly reflected on recipes and production records.</i> |
| 2 The crediting information recorded on the production record is inaccurate. Specifically, Cheese Enchiladas served at Sacaton Elementary during the review period credited as 1.00oz eq M/MA and 1.00oz eq grain; however, the production record indicated it credited as 2.00oz eq M/MA only. | Discussed how to credit meal components and importance of ensuring consistency with recipes, labels, and production records. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning tab. | <i>Please provide a production record/recipe that reflects the correct crediting information for Cheese Enchiladas. Additionally, please provide a written description of changes made to ensure crediting is correctly reflected on recipes and production records.</i> |

Comments/Recommendations:

Congratulations Sacaton Elementary District! The Seamless Summer Option Administrative Review has been completed. Thank you for getting meals served out to the students during these summer months. While on-site I noticed how much the children enjoyed their meals and that is always a joy to see. 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 | \$131.04 |
| <input type="checkbox"/> No- NSLP | <input checked="" type="checkbox"/> Yes- NSLP | \$2,357.70 |
| <input checked="" type="checkbox"/> No - SSO SBP | <input type="checkbox"/> Yes- SSO SBP | \$0.00 |
| <input checked="" type="checkbox"/> No - SSO NSLP | <input type="checkbox"/> Yes- SSO NSLP | \$0.00 |

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by **August 17, 2024** to Danielle Kirksey at Danielle.Kirksey@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

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