

Health and Nutrition Services Division

Administrative Review Summary Report

School Food Authority Name: CITY Center for Collaborative Learning					
CTD: 10-87-20					
Site: Paulo Freire Freedom School - Ur	niversity				
Contacts: Chad Blair, Executive Directo	or				
Shandria Campbell, Student		ems Manager			
Review Date: January 30, 2025	,	5			
Exit Conference Date: January 30,	2025				
Review Period: December 2024	2020				
	tional School Lunch	School Breakfast	□ Afterschool Snack		
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	ruit & Vegetable	Special Milk	At-Risk Afterschool Meals		
No. Review Observations & Findin	•	cal Assistance Provided	Required Corrective Action		
	e Standard 1: Cerl	tification and Benefit Issuance	– Critical Area		
No Findings.					
Performa	ince Standard 1: N	leal Counting and Claiming – (Critical Area		
No Findings.					
Performan	ce Standard 2: Me	al Components & Quantities -	Critical Area		
No Findings.					
ő					
Performance Sta	ndard 2: Dietary S	pecifications and Nutrient Ana	lvsis – Critical Area		
Performance Standard 2: Dietary Specifications and Nutrient Analysis – Critical Area No Findings.					
No Findingo.					
Maal Aa		monte Contification and Banaf			
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				
1	The public media release was not provided to local media, the unemployment office, and/or and 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.	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.		
2	The "And Justice for All" poster was not displayed in a prominent location and was not visible to all program participants.	Discussed requirements of where poster must be placed and where to find a printable "And Justice For All" poster on ADE's website at https://www.azed.gov/hns/civilrights. Referred to HNS 08-2019 USDA Nondiscrimination And Justice for All Poster Clarification.	Please provide pictures to demonstrate the posters are now displayed in a prominent location and visible to all program participants. Additionally, please provide written assurance that the "And Justice For All" poster has been displayed in a prominent location and visible to all program participants.		
	General Program Compliance: SFA On-Site Monitoring				

No Findings.

General Program Compliance: Local Wellness Policy

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3	The Local Wellness Policy did not contain all	Discussed feasible options for nutrition	Please provide a written plan for how
	required elements. Specifically, the Local	promotion goals that can be written into the	specific goals for other school-based
	Wellness Policy did not contain goals for	Local Wellness Policy. Discussed activity	activities that promote student wellness,
	other school-based activities that promote	ideas which included offering contests,	nutrition guidelines for all foods and
	student wellness, nutrition guidelines for all	surveys, promotions and/or taste testing,	beverages sold to students on the school
	foods and beverages sold to students on the	providing information to families to	campus during the school day, nutrition
	school campus during the school day,	encourage consumption of healthy foods at	standards for all foods and beverages
	nutrition standards for all foods and	home, and displaying nutrition and health	provided, but not sold, to students on the
	beverages provided, but not sold, to	posters throughout campus. Team Nutrition	school campus during the school day, and
	students on the school campus during the	Resources can be found at	policies for food and beverage marketing
	school day, and policies for food and	http://www.teamnutrition.usda.gov/. The	will be added to the Local Wellness Policy.
	beverage marketing.	Local Wellness Policy Final Rule: Guidance	The plan should include draft language of
		and Tools From ADE Webinar can be found	the element to be added, who will be
		on ADE's website at	involved in updating the Local Wellness
		https://www.azed.gov/hns/nslp/training	Policy, and the date the update is expected
		under the Online Training accordion.	to be completed. Additionally, provide
			written assurance that the Local Wellness
			Policy will be specific to your institution.
			-

General Program Compliance: Competitive Food Services

Not Applicable.

		I Program Compliance: Professional Stand	
	The School Nutrition Programs director 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.	annually.
	No Findings.	General Program Compliance: Water	
	General Progra	m Compliance: Food Safety, Storage and B	uv American
	No Findings.		
	General Pr	ogram Compliance: Reporting and Record	keeping
	No Findings.	- <u> </u>	
	General Program Compliance: S	School Breakfast Program and Summer Foc	od Service Program Outreach
	No Findings.		
	Other Fede	eral Program Reviews: Afterschool Snack P	rogram
	Not Applicable.		
		eral Program Reviews: Seamless Summer	Option
	Will be reviewed in Summer 2025 if applicab	le.	
	Other Federal	Program Reviews: Fresh Fruit and Vegetab	le Program
	Not Applicable.		
	Othor E	ederal Program Reviews: Special Milk Prog	iram
_	Not Applicable	cuciai i rogram neviews. Speciai milk Flog	jiani

Not Applicable.

Not Applicable.

Comments/Recommendations:

Congratulations CITY Center for Collaborative Learning on completing the NSLP Administrative Review this school year. I enjoyed the close-knit environment that staff and students have throughout the day. Meal service went well and the students enjoy what was served for lunch. Thank you for welcoming me into your school and continue to do great work!

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 Assessed?

☑ No- SBP	Yes- SBP	\$0.00		
No- NSLP	Yes- NSLP	\$0.00		
Fiscal Action under \$600 will be disregarded.				

Please submit corrective action response by **April 1, 2025** to Danielle Kirksey at <u>Danielle.Kirksey@azed.gov</u>. 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 <u>School Food Authority Appeal Procedure for the Administrative Review</u> 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."

This institution is an equal opportunity provider.