



**Arizona Department of Education**  
**Health and Nutrition Services Division**

**Administrative Review Summary Report**

School Food Authority Name: Daisy Education Corporation dba Sonoran Science Academy East

CTD: 10-85-03

Site: Sonoran Science Academy East

Contacts: Faith Karatas, Superintendent / Asa Williamson, Director of NSLP

Review Date: January 14, 2020

Review Period: December 2019

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 & Benefit Issuance- Critical Area**

|   |  |  |  |
|---|--|--|--|
| 1 | Multiple applications were certified utilizing incomplete household number or SSN information. These have since been corrected and did not contribute toward fiscal action calculations. | Discussed errors found and required corrective action. Referred to Processing Applications, Reviewing Applications Based on Income, Assessing Completeness of Categorically Eligible Applications, Determining Eligibility for | <i>Corrections have been made to certification errors. Please describe the process that will be implemented to reduce the amount of errors that occur while determining the eligibility status for each student. Additionally, the certificate of completion of Step by Step Instruction: How to</i> |
|---|--|--|--|

**Performance Standard 1: Meal Counting & Claiming- Critical Area**

No Findings

**Performance Standard 2: Meal Components & Quantities- Critical Area**

|   |   |   |                                      |
|---|---|---|--------------------------------------|
| 2 | Observation: During meal service the availability of milk alternative was not prominently displayed and could be interpreted by students as not have a secondary option | During meal service the availability of milk alternative was not prominently displayed and could be interpreted by students as not have a secondary option. | <i>No Corrective Action Required</i> |
|---|---|---|--------------------------------------|

**Performance Standard 2: Dietary Specifications & Nutrient Analysis- Critical Area**

No Findings

**Meal Access & Reimbursement: Certification & Benefit Issuance**

No Findings

**Meal Access & Reimbursement: Verification**

No Findings

|   |   |   |
|---|---|---|
| <b>Meal Access &amp; Reimbursement: Meal Counting &amp; Claiming</b>            |   |   |
| No Findings   |   |   |
| <b>Meal Pattern &amp; Nutritional Quality: Offer Versus Serve</b>               |   |   |
| Not Applicable  |   |   |
| <b>Meal Pattern &amp; Nutritional Quality: Meal Components &amp; Quantities</b> |   |   |
| 3   | Signage which explains what constitutes a reimbursable meal was not displayed to students at lunch.   | Discussed feasible options for signage and potential content, plan for creating and posting. Printable POS Signage can be found on ADE's website at <a href="http://www.azed.gov/hns/nslp/mealpattern/">http://www.azed.gov/hns/nslp/mealpattern/</a> .   |
|   |   | <i>This was corrected while on-site. No further action required.</i>  |
| 4   | The meat/meat alternate contribution on the week of review production record did not match the creditable amount on the CN label. CN label for Tyson Grilled Chicken states 2.75 oz/eq used and production record for 12/12 Chicken Tacos states 2.0 oz/eq. | Discussed with caterer the importance of updating production records when product distributors and contributions have changed.  |
|   |   | <i>Please provide a written description of the changes that have been made to ensure that portion sizes meet minimum amounts required by the meal pattern along with an updated production record reflecting the correction.</i>  |
| <b>Resource Management</b>  |   |   |
| No Findings   |   |   |
| <b>General Program Compliance: Civil Rights</b>                                 |   |   |
| No Findings   |   |   |
| <b>General Program Compliance: SFA On-Site Monitoring</b>                       |   |   |
| Not Applicable  |   |   |
| <b>General Program Compliance: Local Wellness Policy</b>                        |   |   |
| No Findings   |   |   |
| <b>General Program Compliance: Competitive Food Services</b>                    |   |   |
| No Findings   |   |   |
| <b>General Program Compliance: Professional Standards</b>                       |   |   |
| 5   | The School Nutrition Program Director hired 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 Courses can be found on ICN's website at <a href="http://www.theicn.org/ResourceOverview.aspx?ID=573">http://www.theicn.org/ResourceOverview.aspx?ID=573</a> . |
|   |   | <i>Training was received shortly after 30 day requirement. No further action required.</i>  |

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**General Program Compliance: Water**

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No Findings

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**General Program Compliance: Food Safety, Storage and Buy American**

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- |   |  |  |   |
|---|--|--|---|
| 6 | The most recent food safety inspection report was not posted in a publicly visible location. | Discussed making copies of most recent report and feasible places for posting. | <i>This was corrected and brought closer to the Point of Service while on-site. No further action required.</i> |
|---|--|--|---|

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**General Program Compliance: Reporting & Recordkeeping**

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No Findings

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**General Program Compliance: School Breakfast Program & Summer Food Service Program Outreach**

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No Findings

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**Other Federal Program Reviews: Afterschool Snack Program**

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Not Applicable

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**Other Federal Program Reviews: Seamless Summer Option**

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Will be reviewed in Summer 2020 if applicable.

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**Other Federal Program Reviews: Fresh Fruit & Vegetable Program**

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Not Applicable

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**Other Federal Program Reviews: Special Milk Program**

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Not Applicable

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**Other Federal Program Reviews: At-Risk Afterschool Meals**

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Not Applicable

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**Comments/Recommendations:**

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Congratulations! Daisy Education Corporation dba Sonoran Science Academy East has completed the Administrative Review in the 2019-20 school year. Thank you for your cooperation and hospitality during the review process. Please continue to keep up the great work!

**To stay on track with NSLP requirements, check out the NSLP at a Glance Calendar & Monthly Checklist on our website at** <http://www.azed.gov/hns/nslp/>.

**Training: In-person classes, Web-based training, and How-To guides can be found on ADE's website at** <http://www.azed.gov/hns/nslp/trainingsps/>.

Fiscal Action Assessed?

☒ No- SBP      ☐ Yes- SBP  
☒ No- NSLP      ☐ Yes- NSLP

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by March 10 , 2020 to Walter Jacobson at [Walter.Jacobson@azed.gov](mailto:Walter.Jacobson@azed.gov) or 416 West Congress, Tucson, AZ 85701.



2/13/2020

Reviewer Signature

Date

If you disagree with any finding that affects the claim for reimbursement, you may appeal the decision by following the National School Lunch Program Administrative Review Appeal Procedures found here:

<https://cms.azed.gov/home/GetDocumentFile?id=58dbe2581130c01500d4b08b>

Kathy Hoffman, Superintendent of Public Instruction  
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