



Arizona Department of Education
Health and Nutrition Services Division

Administrative Review Summary Report

School Food Authority Name: Show Low Unified District

CTD: 09-02-10

Site: Show Low High School

Contacts: Shad Housley, Superintendent / Jeffrey Houston, Food Service Director

Review Date: January 24, 2020

Review Period: December 2020

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			
	No Findings		
Performance Standard 1: Meal Counting & Claiming- Critical Area			
	No Findings		
Performance Standard 2: Meal Components & Quantities- Critical Area			
	No Findings		
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		
Meal Access & Reimbursement: Meal Counting & Claiming			
	No Findings		
Meal Pattern & Nutritional Quality: Offer Versus Serve			
	Not Applicable		

Meal Pattern & Nutritional Quality: Meal Components & Quantities

Not Applicable

Resource Management

No Findings

General Program Compliance: Civil Rights

- | | | | |
|---|--|--|---|
| 1 | The USDA nondiscrimination statement was not printed on appropriate program materials. | Discussed where to find nondiscrimination statement on ADE's website at http://www.azed.gov/hns/civilrights/ and whether long or short statement would be most appropriate. | <i>Please provide an updated program material with the correct nondiscrimination statement. Additionally, please provide written assurance that all program materials have been updated with the proper language.</i> |
|---|--|--|---|

General Program Compliance: SFA On-Site Monitoring

Not Applicable

General Program Compliance: Local Wellness Policy

- | | | | |
|---|---|--|------------------------------------|
| 2 | A recent assessment of the implementation of the LWP 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 LWP, how the LEA's LWP compares to the model wellness policy, and progress made in attaining the goals of the wellness policy. Sample evaluation tools can be found on ADE's website at http://www.azed.gov/hns/nslp/lwp/ . Also discussed feasible means for notifying the public of the results of the most recent assessment. | <i>None required at this time.</i> |
|---|---|--|------------------------------------|

General Program Compliance: Competitive Food Services

No Findings

General Program Compliance: Professional Standards

No Findings

General Program Compliance: Water

No Findings

General Program Compliance: Food Safety, Storage and Buy American

- 3 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. *This was corrected while on-site. No further corrective action required.*

General Program Compliance: Reporting & Recordkeeping

No Findings

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

No Findings

Other Federal Program Reviews: Afterschool Snack Program

Not Applicable

Other Federal Program Reviews: Seamless Summer Option

Will be reviewed in Summer 2020 if applicable.

Other Federal Program Reviews: Fresh Fruit & 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! Show Low Unified District 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 June 19, 2020 to Walter Jacobson at Walter.Jacobson@azed.gov or 416 West

Congress, Tucson, AZ 85701.



5/28/2020

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
1535 West Jefferson Street, Phoenix, Arizona 85007 • (602) 542-5460 • www.azed.gov
This institution is an equal opportunity provider.