



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 & Katrina Thandi, NSLP Director

Review Date: December 12, 2024

Exit Conference Date: December 12, 2024

Review Period: November 2024

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 and Benefit Issuance – Critical Area			

No findings.

Performance Standard 1: Meal Counting and Claiming – Critical Area

No findings.

Performance Standard 2: Meal Components & Quantities – Critical Area

1	Food quantities served at lunch during the review period did not meet minimum amounts required by the meal pattern. Specifically, 1/2 cups vegetable was served on November 7, 2024, when 3/4 cups is required daily at lunch for grades K-8. This was not a repeat finding from the previous cycle and therefore did not contribute toward fiscal action calculations.	Discussed how current system allowed for this to happen and potential changes that could be made to ensure it doesn't continue (e.g., changes in serving utensils, recipes, etc.). Meal pattern requirements for the National School Lunch Program can be found on ADE's website at http://www.azed.gov/hns/nslp under the Meal Pattern accordion. The Step-by-Step Instruction: How to Plan a Lunch Menu can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library accordion. The Using Appropriate Serving Utensils Recorded Webinar & Webinar Slides can be found on ADE's website at http://www.azed.gov/hns/nslp/training under the Online Training Library accordion. Please note that repeated violations involving food quantities may result in fiscal action.	<i>Please provide a written description of the changes that have been made to ensure that vegetable quantities at lunch meet minimum amounts required by the meal pattern. Additionally, the certificate of completion of Using Appropriate Serving Utensils must be submitted.</i>
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Performance Standard 2: Dietary Specifications and Nutrient Analysis – Critical Area

No findings.

Meal Access & Reimbursement: Certification and Benefit Issuance

No findings.

Meal Access & Reimbursement: Verification

No findings.

Meal Access & Reimbursement: Meal Counting and Claiming

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| 2 | Alternate points of service that have not been approved by the State agency were observed while on site. Specifically, breakfast in the classroom was observed on site at Sonoran Science Academy East when Grab 'N' Go breakfast carts and Second Chance Breakfast were approved in the CNPWeb site application for Sonoran Science Academy East. | Discussed requirement to receive approval from the State agency prior to implementing alternate points of service and the ability to do so through updating the site application in CNPWeb and contacting the Health and Nutrition Services Specialist to alert them of the changes. | A new site application in CNPWeb that accurately reflects the alternate point of services was submitted and approved. Please provide written assurance that site and sponsor applications in CNPWeb will accurately reflect the most current practices in operation. |
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Meal Pattern & Nutritional Quality: Offer Versus Serve

Not applicable.

Meal Pattern & Nutritional Quality: Meal Components and Quantities

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| 3 | Signage which explains what constitutes a reimbursable meal was not displayed to students at breakfast and lunch. | Discussed feasible options for signage and potential content as well as the plan for creating and posting near the point of service. Printable reimbursable meal signage can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning accordion. | Both breakfast and lunch reimbursable meal were posted on day of review. Please provide written assurance that this sign will be displayed for all students to see. |
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Resource Management

No findings.

General Program Compliance: Civil Rights

No findings.

General Program Compliance: SFA On-Site Monitoring

Not applicable.

General Program Compliance: Local Wellness Policy

No findings.

General Program Compliance: Competitive Food Services

No findings.

General Program Compliance: Professional Standards

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| 4 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. | <i>Training was completed and the certificate of completion of Procurement Basics for School Nutrition Programs was provided on day of review for the director. Additionally, please provide written assurance that annual training on Federal procurement standards will be completed annually.</i> |
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General Program Compliance: Water

No findings.

General Program Compliance: Food Safety, Storage and Buy American

No findings.

General Program Compliance: Reporting and Recordkeeping

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| 5 Production record and recipe crediting is inaccurate. Specifically, the Pumpkin Hummus EZ Take served at lunch on December 12, 2024 credited as 1.25 oz eq meat/meat alternate; however, the production record and the recipe both indicated it contained 2 oz eq meat/meat alternate. | Discussed how to credit meal components and ensuring consistency with recipes, labels, and production records. Additionally discussed that crediting information is not a required element of a production record and therefore is not required to be included on the production record. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning accordion. | <i>Please provide a production record and recipe that reflects the correct crediting information for Pumpkin Hummus EZ Take. Additionally, please provide a written description of changes made to ensure crediting is correctly reflected on recipes and production records.</i> |
| 6 Production record and recipe crediting is inaccurate. Specifically, the Chili Lime Corn served at lunch on November 7, 2024 and December 12, 2024 credited as 1/2 cup vegetable; however, the production record and the recipe both indicated it credited as 3/4 cup. | Discussed how to credit meal components and ensuring consistency with recipes, labels, and production records. Additionally discussed that crediting information is not a required element of a production record and therefore is not required to be included on the production record. Crediting resources can be found on ADE's website at https://www.azed.gov/hns/nslp/forms under the Menu Planning accordion. | <i>Please provide a production record and recipe that reflects the correct crediting information for Chili Lime Corn. Additionally, please provide a written description of changes made to ensure crediting is correctly reflected on recipes and production records.</i> |

General Program Compliance: School Breakfast Program and 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 2025 if applicable.

Other Federal Program Reviews: Fresh Fruit and 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! Daisy Education Corporation dba Sonoran Science Academy East has completed the administrative review for the 2024-2025 school year. Thank you for your hospitality, organization, and sense of urgency during the review process. Your team works marvelously together in order to do an outstanding job implementing the Child Nutrition Programs. It is evident that you are working hard to ensure your students are fed healthy, delicious meals in a supportive environment.

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
☒ No- NSLP ☐ Yes- NSLP \$0

Fiscal Action under \$600 will be disregarded.

Please submit corrective action response by **January 20, 2025**, to Liz McLaughlin Liz.McLaughlin@azed.gov. 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 [School Food Authority Appeal Procedure for the Administrative Review](#) 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.