



New Mexico Public Education Department
 Coordinated School Health & Wellness Bureau
 Administrative Review Corrective Action Plan

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| Name of School Food Authority (SFA): | Moriarty-Edgewood Schools |
| School Sites reviewed: | Route 66 Eagles Nest Middle School |
| Date of On-Site Review: | October 26, 2016 |

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| Date Corrective Action Plan Was provided to SFA: | Tuesday, January 24, 2017 |
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Date your Corrective Action Plan Response is due to NMPED: Friday, February 24, 2017

COMMENDATIONS

| PERFORMANCE STANDARD 1 |
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| Excellent meal service at Route 66 -Served 121 reimbursable breakfasts in 6 minutes |
| Used correct income eligibility guidelines to determine student eligibility |
| Correct household notification sent out |

| PERFORMANCE STANDARD 2 |
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| Required meal components were served for each meal |
| Signage for reimbursable meal displayed |
| Production records contained the necessary requirements |

| GENERAL AREAS |
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| Civil rights poster displayed and training was met |
| SFA conducted on-site monitoring in the required time frame for SY 15-16 |
| School breakfast program and Summer food outreach being achieved |

The following pages address the findings that were identified during your Administrative Review. For each finding you will be presented with the following:

- A summary of the regulation / requirement
- The finding, and details specific to the SFA regarding the finding
- The Code of Federal Regulations citation number or alternate resource citation
- Suggested guidance for the SFA in order to achieve compliance
- SFA area for reply to state how, when and by whom corrections will be made



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Please provide a detailed response to each finding in the spaces provided

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| Finding #1 |
| Edit Checks weren't being performed |
| Regulation / Citation Summary |
| 7 CFR 210.7 (a) (3) (i) Reimbursement for school food authorities. <i>Edit checks.</i> (i) The following procedure shall be followed for school food authorities identified in paragraph (a)(2)(ii) of this section, by other school food authorities at State agency option, or, at their own option, by school food authorities identified in paragraph (a)(2)(i) of this section: the school food authority shall compare each school's daily counts of free, reduced price and paid lunches against the product of the number of children in that school currently eligible for free, reduced price and paid lunches, respectively, times an attendance factor. |
| SFA Suggested Guidance for Compliance |
| <ul style="list-style-type: none"> • Send in edit checks for October 2016 consolidated district one for CEP schools and another Standard schools. • Describe how this will be incorporated into the procedures as daily functions • List the person and title that is responsible for implementing the edit checks |
| SFA Response |
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| Finding #2 |
| Local School Wellness Policy (LSWP) not compliant with NMPED |
| Regulation / Citation Summary |
| Section 204 of the Healthy, Hunger-Free Kids Act of 2010 (the Act), Public Law 111-296 |
| SFA Suggested Guidance for Compliance |
| <ul style="list-style-type: none"> • LSWP must be in compliance with 2016 requirements for public notification, periodic review, implementation, stakeholder participation, and public access to assessments. • Submit a copy of LWSP |
| SFA Response |
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| Finding #3 |
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| Week of Review- Lunch Menu Under daily 1 oz. grain minimum requirement on Tuesday. Under weekly grain minimum requirement. |
| Regulation / Citation Summary |
| 7 CFR 210.10 Nutrition standards and menu planning approaches for lunches and requirements for after school snacks |
| SFA Suggested Guidance for Compliance |
| <ul style="list-style-type: none">• SFA to bring menu into compliance, review inTEAM's Meal Pattern and Nutritional Quality for Menu Planners Course that is available on Blackboard, pass the Post Test, and submit the Course Certificate• www.e-inteam.blackboard.com |
| SFA Response |
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| Finding #4 |
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| SFA had some issues when crediting food items, which caused non-compliance issues. |
| Regulation / Citation Summary |
| 7 CFR 210.10 Nutrition standards and menu planning approaches for lunches and requirements for after school snacks |
| SFA Suggested Guidance for Compliance |
| <ul style="list-style-type: none">• SFA to bring menu into compliance, review inTEAM's Meal Pattern and Nutritional Quality for Menu Planners Course that is available on Blackboard, pass the Post Test, and submit the Course |



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Certificate

- **www.e-inteam.blackboard.com**

SFA Response

Technical Assistance Provided

- **Outdated food items at the Edgewood Middle School**
- **HACCP not site specific and a working document at Edgewood Middle School**
- **Non-discrimination statement to be on all NSLP material**

Signature of Reviewer:  _____ Date: 1/24/17

Signature of Nutritionist: In-Team Rachel Beach _____ Date: 01/13/17

Signature of SFA Representative: _____ Date: _____

If you have any questions, feel free to contact me at your convenience. Thank you.

Name of Reviewer: Claudia Duran, Health Educator
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Please insert your detailed responses, save, print, sign, and scan/email or mail the signed copy to your Reviewer at the address above by the due date indicated. Thank you.