



New Mexico Public Education Department
Student Success & Wellness Bureau
Administrative Review Corrective Action Plan

Name of School Food Authority:	Mark Armijo Charter School
School Site(s) reviewed:	Sites Reviewed Mark Armijo Charter School
Date of On-Site Review:	Date: November 6, 2018
Date Corrective Action Plan Was provided to SFA:	Date: December 12, 2018
Date your Corrective Action Plan Response is due to NMPED:	Due Date: January 15, 2019

COMMENDATIONS

PERFORMANCE STANDARD 1
SFA Correctly Consolidated the meal counts for their monthly claims
SFA properly announced their participation with the national school lunch program.
SFA showed proper procedures when establishing CEP provision.

PERFORMANCE STANDARD 2
SFA had production records for breakfast and lunch filled out correctly.
SFA had proper signage in food service area regarding offer verse serve.

GENERAL AREAS
SFA had health inspection and food permits on site and up to date.
SFA had proper nondiscrimination statement posted at the serving area.

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

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



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Finding #1
Based on the targeted menu review, the menu for grade group 9-12 did not meet the dietary specification for saturated fat for lunch. The fat exceeded the 10% of total calories allowable from saturated fat per week.
Technical Assistance Provided
During the review, saturated fat levels were discussed with the SFA. All menus offered must meet the saturated fat requirements to be in compliance with the dietary specifications. On average over the school week, the menu must provide less than 10 percent of total calories from saturated fat. This applies to both breakfast and lunch.
Regulation / Citation Summary
210.10(f)(2) Saturated fat. School lunches offered to all age/grade groups must, on average over the school week, provide less than 10 percent of total calories from saturated fat.
SFA Suggested Guidance for Compliance
<p>It was suggested that 1oz of cheese be replaced with a sandwich meat in order to reduce the saturated fat for the week.</p> <p>To come into compliance with meal pattern requirements, the SFA must provide the State Agency with a written plan that will be implemented to ensure future compliance. The plan should include; a statement that all menus will be reviewed to ensure that all required components are planned, at a minimum the required serving size for the specific grade group will be met for each component, the average weekly calories will fall within the USDA established range for the specific grade group, that the weekly menu will not exceed the USDA established sodium restriction for the specific grade group, that the weekly menu will provide no more than 10% Saturated Fat, and that all products and ingredients used to prepare school meals will contain zero grams of trans fats. In addition please submit the name(s) and title(s) of the SFA representative(s) that will oversee this area and ensure future compliance. Submit the menu from the week of review with the corrections that were made to the menu to bring it into compliance moving forward. Submit any additional information that is needed to demonstrate compliance such as production records, recipes, labels, or Child Nutrition labels.</p>
SFA Response

Other areas of Technical Assistance (NOT requiring Corrective Action)

- Suggested to SFA to use a tally sheet as a backup POS.



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Signature of Reviewer: *Angelica Ruelas* Date: 12/12/18
Signature of SFA Representative: _____ Date: _____

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

Name of Reviewer: Angelica Ruelas
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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.