



New Mexico Public Education Department

Student Success & Wellness Bureau

Administrative Review Corrective Action Plan

Name of School Food Authority: North Valley Academy

School Site(s) reviewed: North Valley Academy

Date of On-Site Review: 4, December, 2018

Date Corrective Action Plan Was provided to SFA: 16, January, 2019

Date your Corrective Action Plan Response is due to NMPED: 16, February, 2019

COMMENDATIONS

Table with 1 column and 4 rows: PERFORMANCE STANDARD 1, SFA claims are maintained and submitted according to FNS requirements, SFA had proper documentation of their Public Release, SA verified that the FNS-742 Report had been conducted in a timely manner

Table with 1 column and 4 rows: PERFORMANCE STANDARD 2, SFA accommodated students with Special Dietary Needs, Production records continuously maintained as required, Proper signage posted as what constitutes as a reimbursable meal

Table with 1 column and 4 rows: GENERAL AREAS, Exemplary hygiene practices, switching out gloves, and wearing hairnets, SFA in compliance with Civil Rights and Professional Standards training, Potable water available and free

Other areas of Technical Assistance (NOT requiring Corrective Action)

- Technical Assistance (TA) with organization of the kitchen. A delivery had just arrived before breakfast and boxes of food were left on the floor for a short period of time while contents were dated and placed accordingly.

The following pages address the findings that were identified during your Administrative



New Mexico Public Education Department

Student Success & Wellness Bureau

Administrative Review Corrective Action Plan

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

| Finding #1 |
|---|
| The SFAs Local School Wellness Policy has not been reviewed or updated. |
| Technical Assistance Provided |
| During the on-site review, Local Wellness Policies were discussed with the SFA. The Local Wellness Policy is required to be reviewed and updated on a periodic basis to ensure that the policy reflects current requirements and SFA practices. |
| Regulation / Citation Summary |
| 210.30 Local School Wellness Policy (e) Implementation assessments and updates. Each local educational agency must: (1) Designate one or more local educational agency officials or school officials to ensure that each participating school complies with the local school wellness policy; (2) At least once every three years, assess schools' compliance with the local school wellness policy, and make assessment results available to the public. The assessment must measure the implementation of the local school wellness policy, and include: (i) The extent to which schools under the jurisdiction of the local educational agency are in compliance with the local school wellness policy; (ii) The extent to which the local educational agency's local school wellness policy compares to model local school wellness policies; and (iii) A description of the progress made in attaining the goals of the local school wellness policy. (3) Make appropriate updates or modifications to the local school wellness policy, based on the triennial assessment. |
| SFA Suggested Guidance for Compliance |
| To come into compliance with this requirement the SFA must submit a statement that the wellness policy will be reviewed and updated by the wellness committee. In addition to the statement the SFA must submit the minutes from the meeting that was held to determine the needed updates. If the policy has been updated by the corrective action due date, submit a copy of the revised wellness policy. If the due date is prior to the completion of the updates, submit a detailed timeline for the implementation of the changes. Once the revisions have been made a copy of the wellness policy should be submitted to the state agency for review. |



New Mexico Public Education Department

Student Success & Wellness Bureau

Administrative Review Corrective Action Plan

SFA Response

[Empty response box]

Signature of Reviewer:

Date: 1/16/19

Signature of SFA Representative:

Date: _____

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

**Name of Reviewer: Jerome Armijo. Health Educator
Student Success & Wellness Bureau
120 S. Federal Place, Suite 207
Santa Fe, NM 87501
Phone: 505-827-1465
Email: Jerome.Armijo@state.nm.us**

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.