



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

Name of School Food Authority:	SFA
School Site(s) reviewed:	Sites Reviewed Guadalupe Montessori
Date of On-Site Review:	4/10/19
Date Corrective Action Plan Was provided to SFA:	5/8/19
Date your Corrective Action Plan Response is due to NMPED:	CAP No Findings

COMMENDATIONS

PERFORMANCE STANDARD 1
SA verified that the FNS-742 Report had been conducted in a timely manner
SFA is classified as Community Eligibility Provision (CEP) and showed all documentation regarding the established percentages with regard to their Identified Student Percentage or (ISP)

PERFORMANCE STANDARD 2
Production records continuously maintained as required
Two types of fluid milk offered at each meal service
SFA is in compliance with required meal components and quantities as per NSLP regulations.

GENERAL AREAS
SFA had proper signage up in food service areas to include proper nondiscrimination statement.
SFA in compliance with Civil Rights
Potable water available and free

Other areas of Technical Assistance (NOT requiring Corrective Action)

- Label all containers that have been removed from original container, corrected on-site
- Menu posted in proper area by serving line, corrected on-site
- Student information filed in Hazardous Analysis Critical Control Point (HACCP)



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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

Finding #1
Technical Assistance Provided
Regulation / Citation Summary
SFA Suggested Guidance for Compliance
SFA Response

Finding # 2
Technical Assistance Provided
Regulation / Citation Summary
SFA Suggested Guidance for Compliance
SFA Response

Finding #3
Technical Assistance Provided
Regulation / Citation Summary



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SFA Suggested Guidance for Compliance
SFA Response

Finding #4
Technical Assistance Provided
Regulation / Citation Summary
SFA Suggested Guidance for Compliance
SFA Response

Finding #
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SFA Response

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Signature of Reviewer: _____ Date: _____

Signature of Nutritionist _____ Date: _____

Signature of SFA Representative: _____ Date: _____

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

**Name of Reviewer: Terence Mirabal
 Student Success & Wellness Bureau
 120 S. Federal Place, Suite 207**



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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.