



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

Name of School Food Authority:	<b>Lovington Municipal Schools</b>
School Site(s) reviewed:	Sites Reviewed
	Llano Elementary
	New Hope Alternative High
Date of On-Site Review:	<b>Date: March 4-5, 2019</b>

Date Corrective Action Plan Was provided to SFA:	<b>Date:</b>
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<b>Date your Corrective Action Plan Response is due to NMPED:</b>	<b>Due Date:</b>
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**COMMENDATIONS**

PERFORMANCE STANDARD 1
SFA Correctly Consolidated the meal counts for their monthly claims.
SFA uses an electronic POS system and provided demonstration of a backup manual

PERFORMANCE STANDARD 2
SFA had proper signage in food service area regarding offer verse serve.
SFA had proper meal components and quantities for both breakfast and lunch service
As required by the NSLP standards.

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



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

**Other areas of Technical Assistance (NOT requiring Corrective Action)**

There were no area of technical assistance.

Signature of Reviewer:           *Angelica Ruelas*           Date:           5/16/19          

Signature of SFA Representative: \_\_\_\_\_ Date: \_\_\_\_\_

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

**Name of Reviewer:**     **Angelica Ruelas**  
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                                  **Santa Fe, NM 87501**  
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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.