



STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

November 17, 2023

William Braun
Superintendent
RSU 30
31 Winn Road
Lee, ME 04455

Dear Superintendent Braun

The RSU 30 Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On October 20, 2023 Kate Fayle reviewed Mount Jefferson Jr. High. An exit conference with you and Emily Kirby occurred on October 30, 2023.

The enclosed Official Notification of Review Findings and Corrective Action describes the corrective action documentation required. Please submit a detailed response for each of the review findings listed in the report by the deadline(s) listed. Responses must be submitted through CNPweb, Maine Department of Education Child Nutrition's Administrative Review software, and must address the following:

- How the finding was corrected (include who, when & how)
- Documentation that the finding has been corrected district-wide
- How this action will ensure future compliance

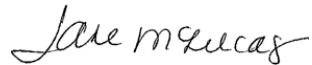
In accordance with §210.18(k), failure to return completed documentation within 30 days from the corrective action deadline date will result in the withholding of reimbursement payments. We hope that following the exit conference you and your staff addressed the corrective actions and that you will have no problems in meeting the response deadline.

The Official Notification also provides the potential fiscal action, which is an initial estimate of the amount of reimbursement that will be reclaimed. These are only estimates which must be adjusted to the actual date of corrective action for each violation. If documentation of corrective action or acceptable corrective action is not received by the response date stated above, the claim will be recalculated to the end of the school year.

Local Education Agencies have the right to appeal findings which impact their reimbursement. For more information visit <https://www.maine.gov/doe/sites/maine.gov/doe/files/inline-files/Child%20Nutrition%20Appeals%20Process.pdf>

We hope that this review has been helpful to you and your staff. If you should have any questions, or if we can assist in any way, please feel free to contact Kate Fayle at 592-4198 or email kaitlin.fayle@maine.gov.

Sincerely,

A handwritten signature in cursive script that reads "Jane McLucas".

Jane McLucas
Child Nutrition Director

JM/KF/pn



SNP Administrative Review Findings

RSU 30/MSAD 30 (713)

Program Year 2024

RSU 30/MSAD 30 (713)

31 Winn Rd.
Lee, ME 04455

Food Service Contact

Emily Kirby
Food Service Manager
(207) 290-4992

Executive Contact

William Braun
Superintendent
(207) 738-2665

No. of Sites / Reviewed: 2 / 1
Month of Review: October 2023

Commendations

- * Emily Kirby, Food Service Manager, and Candace McAlpine, head cook, have done a nice job adhering to the complex regulations and requirements of the Child Nutrition Program. All documentation on this review has been found to be organized and complete. Thank you for all your time and effort in this review process.

Technical Assistance

- * The Staff at Mount Jefferson Jr-High School use three methods of accountability during meal service; student rosters, tic sheets, and counting trays. Going forward, because the district is operating under the Community Eligibility Provision, the simplest and best means of meal accountability is to utilize tic sheets. Student rosters are also acceptable, but tray counting is not accepted as an accurate form of accountability.
- * Production records at Mount Jefferson Jr-High are very detailed and thorough, but inaccurately capture vegetable subgroups served to students. Vegetables found in entree recipes at the school are recorded on the production records as if all students have access, even when there is more than one entree offered that day. Vegetable subgroups can only be counted toward meeting the weekly meal pattern when the vegetable is offered to all students, despite which main entree they choose.

General Program Compliance - RSU 30/MSAD 30 (713)

1007. On-site observation validate Off-Site Assessment Tool responses to Local School Wellness Policy questions?

Finding 9011: Local School Wellness Policy information on the Off-site Assessment Tool not validated, or deficiencies found.

The District's Competitive Foods Policy referenced in the Wellness Policy is not current with USDA's Smart Snacks Standards.

Corrective Action:

Corrective Action is required to address Smart Snacks Standards in the District's Competitive Foods Policy.

Date Due: January 1, 2024

With the understanding that this is a board-approved Policy, please let the Reviewer know if an extension is needed.



SNP Administrative Review Findings

RSU 30/MSAD 30 (713)

Program Year 2024

Mt Jefferson Jr High School (714)

Food Service Contact

31 Winn Rd.
Lee, ME 04455

Month of Review: October 2023

Date of Onsite Review: October 30, 2023

No Findings during Site 714 Review