



STATE OF MAINE
DEPARTMENT OF EDUCATION
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JANET T. MILLS
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COMMISSIONER

March 15, 2019

Melissa McEntee
Executive Director
Rumford Group Home
201 Knox Street
Rumford, ME 04276

Dear Ms. McEntee:

Thank you for supporting the Administrative Review of the Rumford Group Home, Turner Family Support Center Nutrition Program, conducted on January 10, 2019. We appreciated the hospitality and cooperation during our visit.

Findings during the review indicate that your program meets the food service criteria.

If you have any questions or if we can be of any assistance, please call Michele Bisbee at 624-6708 or email michele.bisbee@maine.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joanne Allen".

Joanne Allen
Director of School Finance & Operations

JA/MB/pn

Enclosure

Administrative Review Report
Rumford Group Home School Nutrition Program
1/10/2019

Introduction

The Rumford Group Home School Nutrition Program was reviewed. Turner Family Support Center was selected to represent the program based on Federal Regulation 7CFR 210.18 and Maine Department of Education, Child Nutrition policies and procedures.

Performance Standard 1: Meal Access and Reimbursement

Certification and Benefit Issuance- No findings. Students residing in an RCCI are considered a household of one and because they are not permitted to work and have no income therefore qualify for meal benefits. Documentation needs to be kept on file.

Meal Counting and Claiming- All students are served family style while being monitored by the staff members, they do a wonderful job making sure the children receive a nutritious meal.

Performance Standard 2: Meal Pattern and Nutritional Quality

Meal Components and Quantities

- Menus from the review period showed that the meal pattern was being met.
- Onsite meal observation determined that the children are offered a wonderful homecooked breakfast. Day of review they had an omelet with the option of multiple fillings, whole wheat toast, fresh fruit salad and milk. Lunch meal included homemade chicken stir fry with broccoli, brown rice, fresh fruit salad and milk. The menu had been adjusted slightly because of the atmosphere of the facility. Some of the current students are very finicky eaters but they did a wonderful job adjusting the menu to provide them with food that they would eat and enjoy.

Production Records: Production records were completed correctly.

Resource Management: Claims were validated for both November of 2017 and 2018, all meal counts looked good. The reviewer did notice that in NEO they reflect a negative cash book balance. This program is unique and the financial section will not reflect accurate information. The process for how RCCI's should file the financial section of their claim is available on our website and included.

General Program Compliance

Records and Record Keeping- Reports are submitted to the State Agency in a timely fashion and program records are kept for three years, as required.

Food Safety and Sanitation A sample meal was available. Written food safety procedures were posted on the wall for staff. No findings.

Civil Rights- No Findings

Wellness Policy- They have recently adopted a new policy and after review it meets the standards that are required.

Training/Professional Standards- Currently training hours have not been met. Resources available and suggestions were provided by the reviewer.

Summary

The staff at Turner Family Support Center work well to provide the children great food that meets the meal pattern. Lowell does a great job adjusting the menu when the circumstances require it. Everything is very well organized and it was a joy to spend the day with them.

Sincerely,



Michele Bisbee
Child Nutrition Consultant