



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

November 25, 2019

James Stoneton
Superintendent
Airline CSD
19 School St.
Orrington, ME 04474

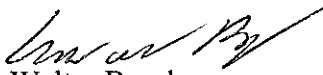
Dear Superintendent Stoneton:

A Procurement Review of the Airline CSD Nutrition Department was conducted.

The enclosed Official Notification of Review Findings and Corrective Action describes the corrective action documentation and completion dates discussed during the exit conference. Failure to do this may result in the withholding of reimbursement payments until it is received and/or a follow-up visit verifies that corrective action has been determined as acceptable.

If you should have any questions, or if we can assist in any way please feel free to contact Adriane Ackroyd at 624-6726 or email adriane.ackroyd@maine.gov.

Sincerely,


Walter Beesley
Child Nutrition Director

WB/AA/pp

Enclosure

Procurement Review Report
Airline Community School Nutrition Program
SY 2020

A procurement review of the Airline Community School Nutrition Department was conducted. The purpose of this review is to ensure compliance with Federal Regulations 2 CFR 200 and 7 CFR 210 as well as applicable local laws when procuring goods and services for the school nutrition department.

Finding 1 - Procurement Procedures: The Procurement Procedures provided specifically noted that it was not applicable to Federal Child Nutrition Programs.

Corrective action: Develop written procurement procedures compliant with federal regulations and send a copy to the reviewer.

Date Due: March 31, 2020

Estimated Fiscal Action: None at this time

Finding 2 - Micro-Purchases: Micro-purchase procedures were not correctly followed. Federal law requires that micro-purchases be reasonable and equitably distributed among qualified suppliers. For a variety of reasons, Airline Community School primarily purchases food from one supplier, Dennis Paper and Food Service Company. Technical Assistance was provided during the on-site Administrative Review that this does not follow required Federal Procurement guidelines for micro-purchases. If Airline Community School prefers purchasing from one supplier, they must follow Small Purchases Guidelines or Formal Purchase Guidelines, depending on the threshold requirements set by the district.

Corrective action: Submit a plan to ensure chosen procurement methods are being followed.

Date Due: March 31, 2020

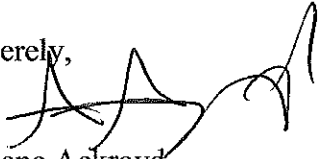
Estimated Fiscal Action: None at this time

Corrective Action is required. 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. 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.doefiles/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 Adriane Ackroyd at 624-6726 or email Adriane.ackroyd@maine.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adriane Ackroyd', written over the word 'Sincerely,'.

Adriane Ackroyd
Child Nutrition Supervisor

WB/AA/pp

CC: Food Service Director