



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

January 25, 2022

Gehrig Johnson
Superintendent
RSU 32/MSAD 32
PO Box 289
Ashland, ME 04732

Dear Superintendent Johnson:

The RSU 32 Nutrition Program was reviewed on November 11, 2022 per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. The enclosed Official Notification of Administrative 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. 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 must 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.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 Michele Bisbee at 592-6076 or email michele.bisbee@maine.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Walter Beesley". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Walter Beesley
Child Nutrition Director

WB/MB/pp

Enclosure



SNP Administrative Review Findings

RSU 32/MSAD 32 (722)

Program Year 2022

RSU 32/MSAD 32 (722)

180 Presque Isle Rd
Ashland, ME 04732

Food Service Contact

Susan Fournier
Food Service Manager
(207) 435-3481

Executive Contact

Dr. Gehrig Johnson
Superintendent
(207) 435-3481

No. of Sites / Reviewed: 1 / 1
Month of Review: November 2021

General Program Compliance - RSU 32/MSAD 32 (722)

810. Non-discrimination on appropriate Program materials?

Finding 9000: Incorrect Non-Discrimination Statement on Program Materials

The short statement that was used on the menus had been altered from the approved wording.

Corrective Action:

The short statement will need to be corrected on the menus and updated menus will need to be uploaded for review.

Corrective action due: March 4, 2022

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

Finding 9000: Other Finding

There is language in the Wellness Policy that will need to be removed. "Nothing in this policy shall require immediate replacement of scoreboards or other durable equipment. When reviewing existing contracts or replacing those items over time when necessary and/or financially feasible, decisions should reflect the marketing considerations articulated in this policy."

Corrective Action:

This language will need to be removed from the wellness policy. The updated Wellness policy will need to be uploaded for review.

Corrective action due: March 4, 2022

Meal Components & Quantities - Ashland District School (725)

410. Review period menus and production records - Quantities and meal pattern requirements met? Enter data.

Finding 9076: Planned menus served during Review month do not meet portion size/quantity requirements.

Productions records were reviewed for the Review Period to determine whether the portion sizes of meal components from the planned menu and served during the Review Period meet the minimum meal pattern requirements for the age/grade group(s) being served. Meals served with insufficient portion size or insufficient quantities of meal components are incomplete and are not reimbursable.

Corrective Action:

The foodservice director will be required to watch the recorded webinars for both NSLP meal pattern and SBP. She will also be required to pass our meal pattern quiz. Staff members responsible for completing production records will be required to watch our recorded webinar on production records.

Corrective action due: March 4, 2022

SNP Administrative Review Findings

RSU 32/MSAD 32 (722)

Program Year 2022

General Program Compliance – Ashland District School (725)

410. Review period menus and production records - Quantities and meal pattern requirements met? Enter data.

Finding 9147: Most recent food safety inspection report is not posted in a publicly visible location.

Most recent food safety inspection is currently located behind the serving line. This is not a publicly accessible location.

Corrective Action:

The food safety inspection will need to be moved and a picture showing this will need to be uploaded for review.

Corrected prior to report going out.

Additional Notes:

Claims for Reimbursement

Maine DOE Child Nutrition policy & procedures requires that meal counts claimed for reimbursement be validated for the Review Month as well as a second month selected at random. The October 2021 and November 2021 Claims for Reimbursement were reviewed. The claims were good and require no correction.

Local Wellness Policy Triennial Assessment

A Triennial Assessment of the Local Wellness policy is required every three years. A sample assessment form can be found on our website. If the triennial assessment has not yet been completed, the deadline is June 2022.

Michele Bisbee
Child Nutrition Consultant
Michele.bisbee@maine.gov
207-592-6076