



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

March 15, 2022

Katrina Kane  
Superintendent  
Lamoine Public Schools  
66 Main St., Suite 201  
Ellsworth, ME 04605

Dear Superintendent Kane:

The Lamoine Public Schools Nutrition Program was reviewed in January 2022 per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures.

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. 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 David Hartley at 624-6878 or email [david.hartley@maine.gov](mailto:david.hartley@maine.gov).

Sincerely,

DocuSigned by:  
*Adriane Ackroyd*  
5CBAE29ADC524AC...

Adriane Ackroyd  
Child Nutrition, Asst. Director

WB/DH/pp

Enclosure

cc: Theresa Gordon  
Betty Eaton

**SNP Administrative Review Findings**

**Lamoine Public Schools (1665)**

*Program Year 2022*

**Lamoine Public Schools (1665)**  
66 Main St., Suite 201  
Ellsworth, ME 04605

**Food Service Contact**  
Theresa Gordon  
Food Service Cook  
(207) 667-8578

**Executive Contact**  
Betty Eaton  
Administrative Assistant  
(207) 667-8578

No. of Sites / Reviewed: 1 / 1  
Month of Review: January 2022

**Commendations**

Lamoine has faced the struggles of operating during Covid restrictions well. They have made adjustments as they continue to provide meals to their students through these difficult times. They have faced the challenges of staff shortages and supply chain distributions to continue to supply healthy nutritious meals for their students

**Meal Components & Quantities - Lamoine Consolidated School (249)**

409. Review period production records/documentation - required meal components offered, daily/weekly requirements met? Enter data.

**Finding 9075: Production records/supporting documentation indicate weekly meal pattern requirements for the age/grade group(s) not met.**

Based on a review of production records and other supporting food crediting documentation for 1 week during the Review Period [Week of January 24, 2022], some meals served during the week reviewed did not meet the appropriate daily and weekly meal pattern requirements for the age/grade group(s) being served. Meals missing required meal components during the week reviewed:

**Technical Assistance:**

Breakfast: Only juice was offered most days at breakfast. 1 cup of fruit is required to be offered every day, only 50% of the offering is allowed to be in the form of juice.

Lunch, no vegetable from other group

1-24-22 insufficient m/ma. Offering is a Bosco Cheese stick, this only credits for .75 oz. meat/meat alternative. A minimum to be offered each day is 1 oz.

1-26-22 no grain. The only grain item used on this day is the breadcrumbs in the Pizza Meatloaf, this is not enough to meet the minimum daily requirement of 1 oz. offering.

**Corrective Action:**

Submit Breakfast and Lunch production records for the week of April 4, 2022 – Due Date: April 15, 2022

**SNP Administrative Review Findings**  
*Program Year 2022*

**Lamoine Public Schools (1665)**

**General Program Compliance - Lamoine Consolidated School (249)**

*1407. SFA written food safety plan implemented?*

**Finding 9000: Other Finding**

SOP's need to be reviewed for what they state the practice is to be sure you are following what is written.

Thermometer SOP states calibration is once a week, during a phone call on 3/14/2022 it was stated the thermometers had only been calibrated twice this SY.

Corrective Action not required at this time as Technical Assistance has been provided.

**Additional Notes**

Claim Validation:

The Lamoine nutrition claim for January and February 2022 were validated with the tic sheet used for meal accountability. No errors were noted.

**Technical Assistance**

\* 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.

\*The current Student Wellness policy refers to Policy EFE Competitive Food Sales. This policy refers to the "Chapter 51" rule. This rule is no longer in effect and the guidance is the "Smart Snack Guidance".