



STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
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JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

March 3, 2022

Kathryn Clark
Superintendent
Lincolntonville Public Schools
444 Camden Rd.
Hope, ME 04847

Dear Superintendent Clark:

The SY 2022 School Nutrition Program Administrative Review has been completed. There were no findings.

This is to notify you that this is the final action and the Administrative Review is now closed. Should you have any questions, please contact Stephanie Stambach at 215-9437 or email stephanie.stambach@maine.gov.

Sincerely,

DocuSigned by:
Walter Beesley
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Walter B. Beesley
Child Nutrition Director

WB/SS/pp



SNP Administrative Review Findings

Lincolville Public Schools (264)

Program Year 2022

Lincolville Public Schools (264)

444 Camden Road
Hope, ME 04847

Food Service Contact

Angela Wheaton
Food Service Director
(207) 763-3366

Executive Contact

Kate Clark
Superintendent
(207) 763-3366

No. of Sites / Reviewed: 1 / 1
Month of Review: December 2021
Date of Onsite Review: February 3, 2022

Commendations

- * Thank you to Angela Wheaton, Food Service Director, for providing all of the information needed to complete the Administrative Review both on and off-site. We appreciate how organized the information was and her assistance with completing this review. Thank you for all of your efforts to feed students during this challenging year!
- * Excellent paperwork is kept at Lincolville Central School including accurate production records and standardized recipes. The recipes include thorough instructions and meal pattern information. This is a great tool for kitchen staff and substitutes and will be shared with other schools in Union 69. Keep up the great work!
- * Meals are served in the cafeteria and a tic sheet is used to count student meals. This process appeared to work well. The cafeteria has an inviting atmosphere. Angela and Royce both wear chef coats and this gives a professional appearance to the school nutrition program. Good teamwork and positive interactions with students were also observed during meal service.

Technical Assistance

- * Maine DOE Child Nutrition policy & procedures require that meal counts be validated for the Review Month as well as a second month selected at random. The November & December 2021 Claims for Reimbursement were reviewed. The December meal counts showed that 30 lunches were underclaimed (\$129.53); this was due to a math error. The December claim has since been revised to claim the additional 30 lunches.
- * 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.

No Findings during Review

Sincerely,

Stephanie Stambach MS, RD, SNS
Child Nutrition Supervisor
stephanie.stambach@maine.gov
207-215-9437