



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

January 5, 2022

Benjamin Sirois  
Superintendent  
MSAD 27  
84 Pleasant St., Ste 1  
Fort Kent, ME 04743

Dear Superintendent Sirois:

The SY 2022 School Nutrition Program Administrative Review for MSAD 27 has been completed. There were no findings. Technical Assistance was provided.

This is to notify you that this is the final action closing the Administrative Review. Should you have any questions regarding the review, please contact David Hartley at 624-6878 or email [david.hartley@maine.gov](mailto:david.hartley@maine.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'Walter B. Beesley'.

Walter B. Beesley  
Child Nutrition Director

WBB/DH/pp

**SNP Administrative Review Findings****MSAD 27 (696)****Program Year 2022****MSAD 27 (696)**  
84 PLEASANT ST SUITE 1  
Fort Kent, ME 04743**Food Service Contact**  
Melanie Lagasse  
Food Service Director  
(207) 551-8192**Executive Contact**  
Benjamin Sirois  
Superintendent of Schools  
(207) 834-3189No. of Sites / Reviewed: 3 / 1  
Month of Review: November 2021**Commendations**

- \* MSAD 27 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.

**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.
- \* Multiple tic sheets are used each day to keep track on the number of meals served. The first tic sheet has the day, school and meal it is accounting for. The additional tic sheets do not contain this information. This can be confusing, the date, school name and meal need to be on each tic sheet.

**Additional Notes****Claim Validation:**

The MSAD 27 nutrition claim for September and November 2021 were validated with the tic sheet used for meal accountability. No errors were noted.