



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

January 19, 2022

Becky Foley
Superintendent
RSU 05
17 West St.
Freeport, ME 04032

Dear Superintendent Foley:

Your December 17, 2021 Administrative Review of the RSU 05 Nutrition Program 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 Adriane Ackroyd at 592-1722 or email adriane.ackroyd@maine.gov.

Sincerely,

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

Walter B. Beesley
Child Nutrition Director

WBB/AA/pp

SNP Administrative Review Findings**RSU 05 (1449)****Program Year 2022****RSU 05 (1449)**17 West Street
Freeport, ME 04032**Food Service Contact**Erin Dow
School Nutrition Director
(207) 865-0928**Executive Contact**Becky Foley
Superintendent
(207) 865-0928

No. of Sites / Reviewed: 6 / 2

Month of Review: November 2021

Commendations

- * Menu options are varied and colorful at both Freeport High School and Mast Landing School. The salad bar at the high school makes it easier for vegetable sub-group requirements to be met.
- * Erin Dow must be commended for her hard work during this Administrative Review. Maine DOE recognizes the burden of completing an Administrative Review and the even higher time commitment of doing one offsite. Erin was responsive to needs, organized and easy to work with.
- * RSU 5 must be commended for an overall great job on this review. It was a pleasure to work with Erin Dow and learn more about the program.

Technical Assistance

- * The RSU 5 Local Wellness Policy includes language that should not be included as it is not compliant with Maine State law. This language has been provided to Erin Dow, Food Service Director, and is in the process of being removed from the policy.

RSU 5 continues to make efforts to ensure that a variety of stakeholders are included in the development and review of policies. Thank you for all the work done.

- * Three cereal options were observed to be non-whole grain rich.
 - Frosted flakes
 - Rice Krispies
 - Corn flakes

There is a USDA Nationwide meal pattern waiver in place that RSU 5 is using due to product availability issues. When able, substituted items are returned if they do not meet standards.

- * Technical Assistance was provided on the need to ensure all meals are counted at point of service. It was observed that at the Durham Community School site, tic sheets included both tics and handwritten numbers. This was due to some students being served grab and go meals and some receiving meals to eat in the cafeteria. The director will ensure that grab and go meals are also checked off as the meals are obtained in the same manner as those meals eaten in the cafeteria.

Meal Counting & Claiming – Mast Landing School

1824. *Were the counts correctly used in the Claim for Reimbursement?*

Finding: Review Period Claim for Reimbursement not validated.

There was one lunch overclaimed on November 3, 2021 at the Mast Landing Site. The total overclaim is \$4.32.

Corrective Action:

This was not a systemic issue and the Food Service Director was quick to acknowledge the accidental error. Overall, the claiming process, including meal count consolidation to ensure accuracy is working well. No further Corrective Action is needed at this time.

Fiscal Action is not required at this time.