



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

February 11, 2022

Carl Gartley
Superintendent
RSU 18
41 Heath Street
Oakland, ME 04963

Dear Superintendent Gartley:

Your completed documents regarding the December 2022 Administrative Review of the RSU 18 Nutrition Program have been received. We appreciate your response to the review findings.

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 that reads "Walter B. Beesley".

Walter B. Beesley
Child Nutrition Director

WBB/AA/pp

cc: Barbara Bonnell

SNP Administrative Review Findings**RSU 18 (1457)***Program Year 2022***RSU 18 (1457)**
41 Heath Street
Oakland, ME 04963**Food Service Contact**
Ms. Barbara Bonnell
Nutrition Director
(207) 465-7384**Executive Contact**
Mr. Carl Gartley
Superintendent
(207) 509-6887No. of Sites / Reviewed: 8 / 2
Month of Review: December 2021**Commendations**

- * Thank you to Barbara Bonnell, Food Service Director for providing all of the documentation that was needed to complete the Administrative Review Off-Site. We appreciate how organized the information was and Ms. Bonnell's assistance with completing this review. Thank you for all you're doing to feed your students during this challenging year. Keep up the great work! It was an absolute pleasure working on this review.
- * Ms. Bonnell must be commended on her ability to complete all necessary changes in a timely manner. At the time of this report, all Corrective Action has already been received. Thank you for the hard work.

Technical Assistance

- * One lunch was underclaimed at the MMS site. The December claim has already been revised.

Verification - RSU 18 (1457)

213. SFA notice of adverse action - required information, appeal rights?

Finding 9045: SFA's notice of adverse action did not contain all required information.

The SFA's notice of adverse action as a result of Verification did not contain all the required information, including notification of appeal rights.

Corrective Action:

Update the RSU 18 verification template to include notification of appeal rights and send updated template to the reviewer.

The template has been updated. No further Corrective Action is needed.

SNP Administrative Review Findings**RSU 18 (1457)***Program Year 2022***China Primary School (136)****Food Service Contact**41 Heath Street
Oakland, ME 04963

Month of Review: December 2021

Date of Onsite Review: February 1, 2022

Meal Components & Quantities - China Primary School (136)*410. Review period menus and production records - Quantities and meal pattern requirements met?***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.

Based on a review of production records and other supporting food crediting documentation for 1 week during the Review Period (12/6/21-12/10/21), some meals served during the week reviewed did not meet the appropriate daily and weekly meal pattern requirements for the age/grade group being served. Documentation shows that less than 3/4 cup of vegetables were offered on 12/8/21 and 12/10/21.

Corrective Action:

Corrective Action has already been received; training has been provided to staff. No further Corrective Action is required.

SNP Administrative Review Findings**RSU 18 (1457)***Program Year 2022***Messalonskee High School (811) Food Service Contact**
41 Heath Street
Oakland, ME 04963

Month of Review: December 2021

No Findings during Site 811 Review