



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

March 28, 2022

Chris Downing
Superintendent
RSU 20
6 Mortland Rd.
Searsport, ME 04974

Dear Superintendent Downing:

The RSU 20 Nutrition Program was reviewed in March of 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 Sarah Platt at 592-2410 or email sarah.d.platt@maine.gov.

Sincerely,

DocuSigned by:

Walter Beesley

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Walter Beesley
Child Nutrition Director

WB/SP/pp

Enclosure

SNP Administrative Review Findings**RSU 20 (1459)***Program Year 2022***RSU 20 (1459)**6 Mortland Road
Searsport, ME 04974**Food Service Contact**Tina Cook
Nutrition Director
(207) 322-0991**Executive Contact**Chris Downing
Superintendent
(207) 322-0991No. of Sites / Reviewed: 3 / 1
Month of Review: March 2022**Commendations**

- * Thank you to Tina Cook, Food Service Director, for providing the documentation needed to complete the Administrative Review off-Site. We appreciate how organized the information was and her 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!

Technical Assistance

- * The Maine non-discrimination statement must be on program materials along with the federal statement. Verification letters have the correct federal non-discrimination but were missing the Maine statement. Technical assistance was provided to Tina Cook to edit the verification letters.
- * Dietary accommodations that fall outside of the meal pattern are not eligible for reimbursement unless there is a completed medical statement signed by the student's physician. There is a sample medical statement on our webpage.

General Program Compliance - RSU 20 (1459)**Finding 9000: Local Wellness Policy**

The RSU 20 Local Wellness Policy is not compliant with federal regulations.

Corrective Action:

The RSU 20 Local Wellness Policy needs to be revised as follows to be compliant with federal regulations:

1. Remove references to Chapter 51 foods of minimal nutritional value and replace with Smart Snack guidelines. All foods sold to students during the school day (outside of the reimbursable meal program) must be compliant with federal Smart Snack guidelines.
2. Include required language around food and beverage marketing - any food and beverage marketing on school grounds must be compliant with federal Smart Snack guidelines.

Date Due: May 25, 2022

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.