



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

January 10, 2022

Stephen Nolan
Superintendent
RSU 40/MSAD 40
PO Box 701
Union, ME 04862

Dear Superintendent Nolan:

Your October 2021 Administrative Review of the RSU 40/MSAD 40 Nutrition Program has been completed with 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

cc: Stormie Hendrickson

SNP Administrative Review Findings**RSU 40/MSAD 40 (765)****Program Year 2022****RSU 40/MSAD 40 (765)**1070 Heald Highway
Union, ME 04862**Food Service Contact**Mrs. Stormie Hendrickson
Food Service Director
(207) 785-2277**Executive Contact**Mr. Steve Nolan
Superintendent
(207) 785-2277No. of Sites / Reviewed: 7 / 2
Month of Review: October 2021**Commendations**

- * Storm Hendrickson, the Food Service Director, has been wonderful to work with. She was quick with her responses and communication was excellent. This has made the remote Administrative Review process much smoother.
- * Storm Hendrickson was quick to implement recommended and required changes. She made sure to double check her work to ensure changes are made properly. This is very appreciated.
- * Thank you for all you're doing to feed your students during this challenging year. Keep up the great work!

Technical Assistance

- * A starchy vegetable was not provided at lunch during the week of review. To as great of an extent possible during this time, a 1/2 cup of starchy vegetable should be provided each week as part of vegetable sub-group requirements. However, there is a meal pattern waiver in place to accommodate supply chain concerns.
- * The actual accountability method used to count meals did not match the method indicated in the annual Sponsor-SA agreement in CNPweb. The SFA has written and submitted an approved alternative POS method that works for each school. TA was provided on the need for this to be uploaded into the SFA-SA Agreement.
- * Technical Assistance was provided on the need to consolidate daily meal counts into a monthly consolidated meal count form for each site. The purpose of this is to ensure meals are correctly claimed for reimbursement. A template was provided and is currently being used.
- * 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.
- * 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 as only half a cup of fruit was offered at breakfast. A full cup is required for this age group. The Food Service Director believes this was an error due to SFSP meal pattern being used for a prolonged period time prior to SY 2022. Some days, SFSP meal pattern was used and some days NSLP was used. The Food Service Director has talked with the kitchen manager to retrain and ensure there is no longer confusion and that the NSLP meal pattern will be followed.

No Findings during Review