



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

December 11, 2023

Dominic DePatsy  
Superintendent  
Long Island Public Schools  
33 Fern Avenue  
Long Island, ME 04050

Dear Superintendent DePatsy:

The Long Island Public Schools Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On November 28, 2023 Adriane Ackroyd reviewed Long Island Elementary School. An exit conference with Superintendent Dominic DePatsy occurred at the time of the review to discuss review findings and determine the Corrective Action timeline.

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 by the deadline(s) listed. 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

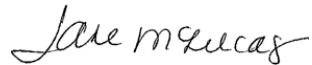
In accordance with §210.18(k), failure to return completed documentation within 30 days from the corrective action deadline date will result in the withholding of reimbursement payments. We hope that following the exit conference you and your staff addressed the corrective actions and that you will have 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 Adriane Ackroyd at 592-1722 or email [Adriane.ackroyd@maine.gov](mailto:Adriane.ackroyd@maine.gov).

Sincerely,

A handwritten signature in cursive script that reads "Jane McLucas".

Jane McLucas  
Child Nutrition Director

JM/AA/pn



SNP Administrative Review Findings

Long Island Public Schools (387)

Program Year 2024

Long Island Public Schools (387)

33 Fern Avenue
Long Island, ME 04050

Food Service Contact

Barbara S. Johnson
Food Service Director
(207) 766-4414

Executive Contact

Dominic DePatsy
Superintendent
(207) 766-4414

No. of Sites / Reviewed: 1 / 1
Month of Review: October 2023

Commendations

- \* Long Island School does a good job with the National School Lunch Program. As a small school, they have limited resources. Barbara Johnson wears many hats and fulfills her school meal duties well. Feedback was well received, and concerns were corrected in a timely fashion. Training was requested and staff were quick to learn. The kitchen was very clean and paperwork well organized. The day's meal was appetizing, and the students were really excited about their lunch. Keep up the great work!
\* On November 28, 2023, Adriane Ackroyd reviewed the Long Island Public Schools Nutrition Program. An exit conference with Superintendent Dominic DePatsy occurred at the time of the review to discuss review findings and determine the Corrective Action timeline.
\* Maine DOE Child Nutrition policy & procedures requires that meal counts claimed for reimbursement be validated for the Review Month as well as a second month selected at random. The September 2023 and October 2023 Claims for Reimbursement were reviewed and no problems were noted. Paperwork was in excellent order.

Technical Assistance

- \* Printed versions of the And Justice For All Poster were observed. The full-sized poster must be posted for students access. Technical Assistance has been provided and the posters will be mailed to Long Island School.
\* The most recent copy of the Health Inspection must be posted for view. This was posted the day of the onsite review.
\* The annual public release provided to promote the availability of the National School Lunch Program was missing the required federal and State of Maine non-discrimination statements. The full non-discrimination statements will be attached to next year's annual release. A template that can be used in the future that includes additional required information was also provided. The public release must also be submitted to the local news media.

Meal Counting & Claiming - Long Island Public Schools (387)

313. On-site observation validate Off-Site Assessment Tool responses to Meal Counting & Claiming questions?

Finding 9000: Friday Lunches

Fridays are half days at Long Island School. Bagged lunches are provided to students to take home on half days. Meals must be eaten onsite to be reimbursable.

Corrective Action:

Students must eat meals onsite. Adjust the lunch service on Fridays to ensure students can eat meals onsite. Per Food Service Director, students will eat their lunches earlier in the day prior to dismissal on Fridays. No further Corrective Action is required.

Technical Assistance:

Students must eat meals onsite. If there is an unanticipated school closure, the school can apply for a waiver for non-congregate meals. More information on the waiver application process can be obtained from Maine Department of Education.

General Program Compliance - Long Island Public Schools (387)

1007. On-site observation validate Off-Site Assessment Tool responses to Local School Wellness Policy questions?

Finding 9000: Local Wellness Policy

The Local Wellness Policy for Long Island Public Schools was reviewed. It references an outdated policy and must be



---

**SNP Administrative Review Findings**

**Long Island Public Schools (387)**

***Program Year 2024***

updated to ensure that nutrition standards for all foods and beverages sold to students during the school day meet USDA Smart Snack guidelines. Recommended updates were provided to the Food Service Director.

**Corrective Action:**

Update the Local Wellness Policy and submit the updated version to your reviewer.

Deadline: January 31, 2024

**SNP Administrative Review Findings****Long Island Public Schools (387)****Program Year 2024****Long Island Elementary School (388) Food Service Contact**

33 Fern Avenue  
Long Island, ME 04050

Month of Review: October 2023

Date of Onsite Review: November 28, 2023

**Meal Components & Quantities - Long Island Elementary School (388)****410. Review period menus and production records - Quantities and meal pattern requirements met?****Finding 9000: Meal Pattern Requirements**

When the review week lunch menu was reviewed, it was observed that the Summer Food Service Program meal pattern production record was utilized. Long Island began preparing meals during the COVID-19 pandemic and early on, the Summer Food Service Program meal pattern had been allowed. However, under current operations, the National School Lunch Program meal pattern requirements must be met. The week of review was insufficient in vegetables on some days, did not meet vegetable subgroup requirements, contained non-creditable meat/meat alternate items, and was insufficient in whole grain rich items. The pizza recipe was also missing information on the number of portions served.

- Insufficient in vegetable on 10/4/23 and 10/6/23
- Insufficient in legumes (if hummus counted as a meat alternate) and no starchy vegetable subgroup
- Insufficient in whole grain rich items
- Insufficient in creditable meat/meal alternate on 10/5/23

**Corrective Action:**

The NSLP meal pattern training/resources have already been reviewed by staff and whole grain rich items, including pasta are being incorporated. The sponsor has also provided an updated pizza recipe. Submit production records for the week of December 11-15, 2023.

Deadline: January 31, 2024

**Technical Assistance:**

Technical Assistance was provided onsite on meal pattern requirements. Technical Assistance was also provided on the need to ensure the pizza recipe includes portions and that the quantities of toppings were correct. USDA standardized recipes were offered as an option to utilize.

**General Program Compliance - Long Island Elementary School (388)****1407. SFA written food safety plan implemented?****Finding 9000: Food Temperatures**

Refrigerator temperatures were observed to be documented. However, temperatures of potentially hazardous foods were not documented. In addition, the freezer was missing a thermometer and temperature log.

**Corrective Action:**

Ensure the temperatures of potentially hazardous foods are taken and recorded. Ensure a thermometer is added to the freezer and the temperatures are recorded. Submit food and freezer temperatures for the week of December 11-15, 2023.

Deadline: January 31, 2024