



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

November 28, 2023

Deb Alden
Superintendent
RSU 10
799 Hancock Street, Suite 1
Rumford, ME 04276

Dear Superintendent Alden

The RSU 10 Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On November 16, 2023 Sarah Platt reviewed Meroby Elementary School and Mountain Valley High School. An exit conference with Jeanne Lapointe occurred on November 16, 2023 and with you on November 22, 2023.

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

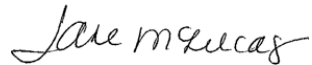
In accordance with §210.18(k), failure to return completed documentation within 30 days from the corrective action deadline date will result in the withholding of reimbursement payments. We hope that following the exit conference you and your staff addressed the corrective actions and that you will have 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 Sarah Platt at 592-2410 or email sarah.d.platt@maine.gov.

Sincerely,

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

Jane McLucas
Child Nutrition Director

JM/SP/pn



SNP Administrative Review Findings

RSU 10 (1450)

Program Year 2024

RSU 10 (1450)

799 Hancock Street Suite 1
Rumford, ME 04276

Food Service Contact

Ms. Jeanne Lapointe
School Nutrition Director
(207) 369-5560

Executive Contact

Ms. Deb Alden
Superintendent
(207) 369-5560

No. of Sites / Reviewed: 6 / 2
Month of Review: October 2023

Commendations

* Overall, the National School Lunch and Breakfast Program at RSU 10 is operating very well. Jeanne LaPointe, Food Service Director, does a great job offering a variety of healthy and delicious menu items to the students. Her use of local foods and participation in Harvest of the Month is particularly impressive. It was a pleasure to review this program.

Resource Management Comprehensive Review - RSU 10 (1450)

765. Adult Meals

Finding 9000: Cost of Adult Meal Does Not Cover Per Meal Cost

The adult meal price is less than the per meal cost for lunch. The price charged for an adult meal must be equal to or greater than the cost to produce the meal.

Corrective Action:

Increase the price of the adult meal to an amount that covers the per meal cost.

Submit documentation in CNPweb - E-reviews - Corrective Action Responses by 1/5/2023

SNP Administrative Review Findings**RSU 10 (1450)***Program Year 2024***Meroby Elementary School (785)**799 Hancock Street Suite 1
Rumford, ME 04276

Month of Review: October 2023

Date of Onsite Review: November 16, 2023

Meal Counting & Claiming - Meroby Elementary School (785)*318. DOR - accurate meal counts by category at POS? Enter data.***Finding 9000: Meals Counted for Reimbursement Prior to Being Served to Students**

On the day of review, a teacher was observed taking three reimbursable meals for students without the students being present. Reimbursable meals claimed for the student are intended for that student only and a system needs to be implemented to ensure this is happening in all schools. Meals may only be claimed for reimbursement at the point when the student has received the meal. Jeanne Lapointe was able to verify the three students received their meals therefore a reclaim is not necessary.

Corrective Action:

Develop and implement an allowable meal counting and claiming procedure for meals served the students who are not able to come to the cafeteria to select their own meal.

Submit procedure in CNPweb - E-reviews - Corrective Action Responses by 1/5/2023.

Meal Components & Quantities - Meroby Elementary School (785)*410. Review period menus and production records - Quantities and meal pattern requirements met? Enter data.***Finding 9076: Planned menus served during Review month do not meet portion size/quantity requirements.**

Productions records were reviewed 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. It was determined that the minimum serving size of vegetables was not offered on four days during the review week. Technical assistance was provided.

Corrective Action:

This was corrected prior to the on-site visit. Production records were updated so that two different 1/2 cup servings of vegetables were offered each day.

Technical Assistance:

The school was provided technical assistance during the on-site visit.



SNP Administrative Review Findings

RSU 10 (1450)

Program Year 2024

Mountain Valley High School (787)

799 Hancock Street Suite 1
Rumford, ME 04276

Month of Review: October 2023

Date of Onsite Review: November 16, 2023

Meal Components & Quantities - Mountain Valley High School (787)

410. *Review period menus and production records - Quantities and meal pattern requirements met? Enter data.*

Finding 9076: Planned menus served during Review month do not meet portion size/quantity requirements.

Productions records were reviewed 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. It was difficult to determine if quantities were met for some items because some of the documentation provided was incomplete.

Corrective Action:

Add serving sizes to the deli bar recipe and breakfast usage report. Complete the smoothie and pizza recipe.

This was completed during the onsite review. No further documentation is needed.

Technical Assistance:

The school was provided technical assistance during the on-site visit.