



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

December 19, 2024

Courtney Lyons  
Superintendent  
Fayette Public Schools  
2023 Main Street  
Fayette, ME 04349

Dear Superintendent Lyons:

The Fayette Public Schools Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On December 18, 2024 Sarah Platt reviewed Fayette Central School. An exit conference occurred with you on December 18, 2024.

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](mailto:sarah.d.platt@maine.gov).

Sincerely,

A handwritten signature in cursive script, appearing to read "Stephanie Stambach".

Stephanie Stambach  
Child Nutrition Supervisor

SS/SP/pn



## SNP Administrative Review Findings

Program Year 2025

## Fayette Public Schools (180)

### Fayette Public Schools (180)

2023 Main Street  
Fayette, ME 04349

### Food Service Contact

Mr. Brian Beaupain  
Food Service Director  
(207) 685-4770

### Executive Contact

Mrs. Courtney Lyons  
Principal/Superintendent  
(207) 685-4770

No. of Sites / Reviewed: 1 / 1

Month of Review: November 2024

Date of Onsite Review: December 18, 2024

## Commendations

- \* Brian Beaupain does a great job operating the National School Lunch and Breakfast Programs at Fayette Central School. His experience in food service and program management are a real asset and he has a great rapport with students and staff. Review documentation was complete and well organized, and Brian is knowledgeable about program requirements. We acknowledge the amount of effort it takes to prepare for this review, and we appreciate your assistance. Keep up the great work!

## Meal Counting & Claiming - Fayette Central School (181)

318. DOR - accurate meal counts by category at POS? Enter data.

### Finding 9000: Unallowable Meal Count Procedure

Tray counts are being used to count reimbursable meals which is an unallowable method. Meals are tracked by counting the starting and ending number of trays and recording the difference. Trays served to adults are subtracted. Based on observation, the reviewer does not feel that counts are inaccurate however program regulations require that meal counts be taken at the point when the student receives their complete meal. This includes the use of a clicker or tic sheet, or students placing an object such as their ID card in a basket at the point of service.

### Corrective Action:

Implement a meal count system that counts complete meals at the point when the student receives the complete meal. Upload a description of the system in CNPweb --> E-reviews --> Corrective Action Responses by **January 24, 2025**.

## Meal Components & Quantities - Fayette Central School (181)

402. DOR - quantities served meet daily meal pattern requirements for age/grade groups? Enter data

### Technical Assistance

The Kix cereal bowl offered at breakfast is only a 1/2 ounce equivalent of grain therefore a student would need to be given two (2) to credit as a Grain component.

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

### Technical Assistance:

Serving sizes for all items need to be documented on the production record.