



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

December 23, 2025

William Dobbins  
Superintendent  
Limestone Public Schools  
93 Main Street  
Limestone, ME 04750

Dear Superintendent Dobbins:

The Limestone Public Schools Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On November 18, 2025 David Hartley reviewed Limestone Community Schools. An exit conference with you and Paula Lablanc occurred on November 18, 2025.

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

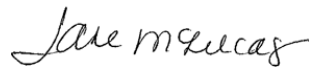
In accordance with §210.18(k), failure to return completed documentation within 30 days from the corrective action deadline date will result in the withholding of reimbursement payments. We hope that following the exit conference you and your staff addressed the corrective actions and that you will have 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 David Hartley at 624-6878 or email [david.hartley@maine.gov](mailto:david.hartley@maine.gov).

Sincerely,

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

Jane McLucas  
Child Nutrition Director

JM/DH/pn



**SNP Administrative Review Report**  
*Program Year 2026*

**Limestone Public Schools (2040)**

**Limestone Public Schools (2040)**  
93 Main St  
Limestone, ME 04750

**Food Service Contact**  
Mrs. Paula Leblanc  
Admin Assistant  
(207) 325-4700

**Executive Contact**  
Mr. William Dobbins  
Superintendent  
(207) 325-4700

No. of Sites / Reviewed: 1 / 1  
Month of Review: February 2026

**Commendations**

- \* An exit conference was held with Superintendent William Dobbins November 18, 2025 to discuss any review findings.
- \* Limestone contracts with Maine School of Science and Math to provide both breakfast and lunch meals. Staff do a very good job of providing healthy nutritious meals.



**SNP Administrative Review Report**  
*Program Year 2026*

**Limestone Public Schools (2040)**

**Limestone Community School (1969) Food Service Contact**  
93 Main St  
Limestone, ME 04750

Month of Review: February 2026

**Meal Counting & Claiming - Limestone Community School (1969)**

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

**Finding 9066: Inaccurate meal counts by eligibility category at the POS.**

As observed on the Day of Review, the meal service line for breakfast and lunch did not provide an accurate count by eligibility category at the point of service.

During the breakfast meal count the individual completing meal accountability arrived late after approximately 5-6 students had already received their meal and walked away.

During the second lunch meal service there was no individual completing meal accountability. To determine the number of meals served to the second serving a tray count is completed then subtract the first meal count, adults, PRE-K and Special Needs students. The day of review and this is the number claimed. The number determined was not the same as the number of meals served.

During breakfast 18 meals are sent to the Pre-K classroom. This includes students age 3 and 4. The 3-year old students are from ACAP (Aroostook Community Action Program), the meals are billed to ACAP and included in the meal counts for reimbursement. No adjustments are made for absent students.

Special Needs students are fed in the cafeteria, they are called "Extra Steps". Meals are ordered by the Extra Steps program. Prepared meals are taken to these students at the table that they sit at. Typically, 6 meals are taken to these students. It was noted that on the day of review 5 meals were taken by students leaving one meal. It was observed an adult taking the meal to consume. The six meals written on the "Lunch Count for LCS" meals are counted as reimbursable.

**Corrective Action:**

A plan of action must be prepared and submitted to the reviewer for the steps that will be taken each day to address these issues.

Breakfast and lunch accountability

Overclaiming from Pre-K and Extra Steps. Documentation must be submitted to include the absences from the Pre-K program and what day.

Submit requested corrective action in CNPweb - E-reviews - Corrective Action Responses by January 26, 2026

**Meal Components & Quantities - Limestone Community School (1969)**

*403. DOR - two varieties of milk available, allowable substitutions?*

**Finding 9053: Milk variety not offered throughout serving period on Day of Review.**

As observed on the Day of Review, at least two required milk varieties were not available throughout the serving period on all meal service lines.

**SNP Administrative Review Report****Limestone Public Schools (2040)***Program Year 2026***Technical Assistance:**

The school was advised and given the opportunity to add another type of milk to meal service line(s) when it was observed that only one type of milk was being offered.

403. DOR - two varieties of milk available, allowable substitutions?

**Finding 9054: Milk substitutions on Day of Review not allowable.**

Milk substitutions made on the Day of Review were not allowable per 7CFR 210.10. A milk substitute request can come from a parent or guardian, but the substitute must be nutritionally equivalent to milk. If the requested substitute is not nutritionally equivalent and, therefore, outside of the meal pattern, the request must come in the form of a medical statement from a medical professional with prescriptive authority.

**Corrective Action:**

Provide an invoice supporting the purchase of an approved milk substitution.

Submit corrective action documentation in CNPweb -> E-reviews -> Corrective Action Responses by DATE. January 26, 2026