



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

January 30, 2025

Peter Gallace  
Superintendent  
Northport Public Schools  
56 Bayside Road  
Northport, ME 04849

Dear Superintendent Gallace

The Northport Public Schools Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On January 22, 2025 Sarah Platt reviewed Edna Drinkwater School. An exit conference with you and Kristine Chapman occurred on January 22, 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.do/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

Northport Public Schools (1735)

Northport Public Schools (1735)

56 Bayside Rd  
Northport, ME 04849

Food Service Contact

Mrs. Kristine Chapman  
Food Service Director  
(207) 338-3430

Executive Contact

Mr. Peter Gallace  
Superintendent  
(207) 338-3430

No. of Sites / Reviewed: 1 / 1  
Month of Review: December 2024  
Onsite Review: January 22, 2025

Commendations

- \* The National School Lunch and Breakfast Programs are operating very well. The required documentation for this review was submitted on time and well organized; the kitchen was clean, and the meals looked great! Kristine Chapman and her staff have done a great job adhering to the complex regulations and requirements of the Child Nutrition Programs. We appreciate the time and effort it took preparing for this review. Keep up the great work!

Other Federal Programs - Edna Drinkwater School (738)

8. Education or enrichment activities conducted?

**Finding 9230: Afterschool Snack Program has insufficient education or enrichment activities.**

The Afterschool Snack program does not include acceptable education or enrichment activities conducted before, during or after the snack meal service.

**Corrective Action:**

1. Revise claims for reimbursement for the Afterschool Snack Program for the months of October - December 2024 to reflect a count of 0 and have the Superintendent approve the revision.
2. Revise the Site Info Sheet in CNPweb to 'not participating' in the Afterschool Snack Program.
3. Submit repayment according to the repayment letter attached to this report.

Date Due: February 28, 2025

Meal Components & Quantities - Edna Drinkwater School (738)

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

**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.

**Corrective Action:**

Discontinue offering almond milk as it is not an allowable milk substitution. Provide lactose-free milk or a non-dairy beverage that is nutritionally equivalent to cow's milk. Documentation of compliant product (Silk soymilk) was submitted on 1/27/2025.

**Technical Assistance:**

TA provided during the onsite review that allowable milk substitutions include lactose-free cow's milk and non-dairy milk substitutes that are nutritionally equivalent cow's milk. Almond milk is not nutritionally equivalent to cow's milk.