



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

January 27, 2026

Laura Miller
Superintendent
RSU 20
6 Mortland Road
Searsport, ME 04974

Dear Superintendent Miller:

The RSU 20 Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On January 22, 2026 David Hartley reviewed Searsport High School. An exit conference with you and Tina Cook occurred on January 22, 2026.

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

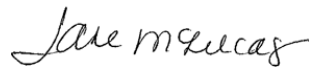
In accordance with §210.18(k), failure to return completed documentation within 30 days from the corrective action deadline date will result in the withholding of reimbursement payments. We hope that following the exit conference you and your staff addressed the corrective actions and that you will have 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/doi/sites/maine.gov/doi/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.

Sincerely,

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

Jane McLucas
Child Nutrition Director

JM/DH/pn



SNP Administrative Review Report

RSU 20 (1459)

Program Year 2026

RSU 20 (1459)

6 Mortland Road
Searsport, ME 04974

Food Service Contact

Mrs. Tina Cook
Nutrition Director
(207) 322-0991

Executive Contact

Mr. Chris Downing
Superintendent
(207) 548-6643

No. of Sites / Reviewed: 3 / 1
Month of Review: December 2025

Commendations

- * An exit conference was held on January 22, 2026 with Superintendent Dr. Laura Miller and Food Service Director Tina Cook to discuss any findings and Corrective Action that will be required.
- * It was a pleasure to visit Searsport High School food service program. The food service staff are truly there for the children they serve. Tina Cook, Food Service Director, has done a great job maintaining positive relationships with staff and preparing meals that students sincerely enjoy. The care and effort put into the program was apparent throughout the visit. Students and staff interact very well. Keep up the good work.

General Program Compliance - RSU 20 (1459)

1007. On-site observations validate Off-Site Assessment Tool responses to Local School Wellness Policy questions and responses demonstrate compliance with FNS requirements?

Finding 9994: LWP Triennial assessment

The School's Wellness Committee has not completed the assessment of the Local Wellness Policy within the last three years.

Corrective Action:

Complete the assessment of the Local Wellness Policy and notify the public of the results. Upload a copy of the Report Card that includes WellSAT scores into CNPweb or provide a link to this document on the district website.

Corrective Action Due: February 27, 2026.

Technical Assistance:

The Wellness Policy Assessment can be found here: <https://www.maine.gov/doe/schools/nutrition/programs/nslp>

1216. Validate OFS #1206 - Did School Nutrition personnel meet annual training requirements?

Finding 9000: Other Finding

Professional Standards training hours are tracked by title, not by hours. Professional Standards require training hours to be tracked by hours to meet the criteria. Each individual is required to complete a specific amount of training hours; Food Service Director-12, Managers-10, Full Time staff-6, Part Time staff:4

Corrective Action:

Complete the Maine Professional training tracker to include each individual, hours completed and subject, then submit to the reviewer.

Corrective Action due date: February 27, 2026.

1402. SFA storage of commercial food products?

Finding 9000: Other Finding

School is currently not tracking non-domestic purchases.

Beginning in School Year 2026, School Food Authorities (SFAs) are required to track all meal component items purchased through the nonprofit school food service account that are not Buy American compliant. Only food components are required to



SNP Administrative Review Report

Program Year 2026

be tracked to ensure compliance with the 10% non-domestic product threshold for this program year.

Corrective Action:

Submit a tracking spreadsheet containing food component items for December 2025. The Buy American training tool can be found here: <https://www.maine.gov/doe/schools/nutrition/financial>

Date Due: February 27, 2026

Technical Assistance:

The Food Service Manager received training during the on-site review on the proper procedures for identifying and documenting non-compliant items to maintain compliance with Buy American tracking requirements. It was also recommended that if Community service hours are required to graduate a student could help with this.



SNP Administrative Review Report

RSU 20 (1459)

Program Year 2026

Searsport District High School (885) Food Service Contact

6 Mortland Road
Searsport, ME 04974

Month of Review: December 2025
Date of Onsite Review: January 22, 2026

Meal Components & Quantities - Searsport District High School (885)

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

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

Prior to breakfast beginning it was noticed only 1% white milk was available to the students. Two types of milk must be offered to students at each meal. They can be white: skim, low fat, whole or flavored, low fat.

Technical Assistance:

Prior to breakfast serving beginning this was corrected.

406. DOR - meal service structured to meet specific meal pattern requirements for multiple menus, multiple age/grade groups served?

Added Sugar Limits (SY26 NSLP Requirements)

Beginning in School Year 2026, the National School Lunch Program (NSLP) requires schools to monitor added sugars in certain meal components. Breakfast cereals and yogurts must not exceed 6 grams of added sugar per ounce to be creditable under the NSLP meal pattern requirements.

During the review, it was identified that one or more breakfast cereals offered at RSU 20 exceeded the allowable 6 grams of added sugar per ounce limit.

Technical Assistance:

The new standards were discussed with the Food Service Director who will work with their distributor to purchase the correct type of cereals.