



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

December 16, 2025

Jay Robinson
Superintendent
RSU 72
25 Molly Ockett Drive
Fryeburg, ME 04037

Dear Superintendent Robinson

The RSU 72 Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On December 9, 2025 Michele Bisbee reviewed New Suncook School. An exit conference occurred with you and Sam Wedgewood on December 9, 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

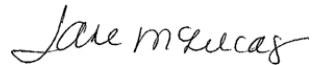
In accordance with §210.18(k), failure to return completed documentation within 30 days from the corrective action deadline date will result in the withholding of reimbursement payments. We hope that following the exit conference you and your staff addressed the corrective actions and that you will have 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 Michele Bisbee at 592-6076 or email michele.bisbee@maine.gov.

Sincerely,

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

Jane McLucas
Child Nutrition Director

JM/MB/pn



SNP Administrative Review Report

RSU 72/MSAD 72 (969)

Program Year 2026

RSU 72/MSAD 72 (969)

25 Molly Ockett Drive
Fryeburg, ME 04037

Food Service Contact

Mrs. Samantha Wedgewood
Food Service Director
(207) 935-2600

Executive Contact

Mr. Jay Robinson
Superintendent
(207) 935-2600

New Suncook School (975)

25 Molly Ockett Drive
Fryeburg, ME 04037

No. of Sites / Reviewed: 3 / 1
Month of Review: November 2025
Day of On-site: December 9, 2025

Other Federal Programs - New Suncook School (975)

6. Day of review Menu, Meal Patterns, Production records.

Finding 9226: After School Snack Program: Production records

Production records for the After School Snack Program were not completed. They need to list each meal component offered, the planned portion sizes, the amount prepared and served.

Corrective Action:

Submit production records for the week of January 5, 2026

Submit corrective action documentation in CNPweb -> E-reviews -> Corrective Action Responses by January 16, 2026.

Technical Assistance:

The meal pattern for the After School Snack Program consists of offering two different meal components. The student must select both components.

Meal Components & Quantities - New Suncook School (975)

409. Review period production records and supporting documentation - were all required meal components offered, and daily/weekly requirements met

Finding 9075: Production records/supporting documentation indicate daily/weekly meal pattern requirements for the age/grade group(s) not met.

The NSLP and SBP meal pattern has both daily and weekly requirements that must be for all meal components. During the review of planned NSLP and SBP menus for the menu review week, the following insufficiencies were noted:

Not all vegetable subgroups were offered over the course of the week.

Corrective Action:

During the on-site review previous production records for the school year were reviewed and it was determined that this was a one time occurrence.

No further corrective action is required.

Technical Assistance:

Technical assistance was provided on-site to be sure to review weekly planned menus for all required components and subgroups.



501. Cafeteria staff have been trained on Offer Versus Serve (OVS)

Finding 9000: Other Finding

Technical Assistance:

Technical Assistance was provided on site to provide the staff doing accountability a reference sheet. Overall, they were doing a good job but sometimes would get a little confused because breakfast meals are counted by items and at lunch they are counted by components.

Michele Bisbee
Child Nutrition Consultant
Michele.bisbee@maine.gov
207-592-6076