



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

Georgia Campbell
Superintendent
RSU 78
43 Mendolia Road
Rangeley, ME 04970

Dear Superintendent Campbell

The RSU 78 Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On December 18, 2024 David Hartley reviewed Rangeley Lakes Regional School. An exit conference occurred on December 18, 2024 with you.

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

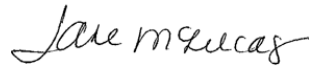
In accordance with §210.18(k), failure to return completed documentation within 30 days from the corrective action deadline date will result in the withholding of reimbursement payments. We hope that following the exit conference you and your staff addressed the corrective actions and that you will have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

RSU 78 (1480)

Program Year 2025

RSU 78 (1480)

43 Mendolia Road
Rangeley, ME 04970

Food Service Contact

Mr. Bruce Truland
Kitchen Supervisor
(207) 864-3311

Executive Contact

Mrs. Georgia Campbell
Elem Principal/Superintendent
(207) 864-3311

No. of Sites / Reviewed: 1 / 1
Month of Review: November 2024

Commendations

- * An exit conference was held with Superintendent Georgia Campbell on December 18, 2024 to review any findings and corrective actions needed.
- * The kitchen manger and his assistant do a good job preparing and serving the students healthy meals. Keep up the good work.

Additional training is needed about the program especially the paperwork that is required. On February 20 & 21, 2025 the Maine Child Nutrition Program is offering a training for new directors and managers. The training is conducted in Augusta. Kitchen Manager Bruce Truland has been added to the list of invitees.

- * Currently RSU 78 is in year 3 of Special Provision II. In SY 2026-2027 the district will need to collect, process and conduct meal counts based on those applications.

General Program Compliance - RSU 78 (1480)

808. On-site observation validate Off-Site Assessment Tool responses to Civil Rights questions?

Finding 9000: Other Finding

The Justice for All poster was not posted. It had been taken down and replaced with different posters. It was found in the kitchen managers office and rehung

Technical Assistance:

Corrected during on site visit.

1400. Food safety plan – contain required elements, copy available at each school?

Finding 9000: Other Finding

Kitchen assistant was wearing earring's. Based on the SOP's available for review, the Personal Hygiene SOP states, item #10, "Do not wear any jewelry except for a plain ring such as a wedding band.

Kitchen supervisor is wearing a watch. This is not allowed per the Maine Food Code, 2013.

Technical Assistance:

The SOPs can be changed to allow the wearing of earrings.

The SOP's cannot be change to allow the wearing of jewelry on the wrist.

SNP Administrative Review Findings**RSU 78 (1480)****Program Year 2025****Rangeley Lakes Regional School (392) Food Service Contact**

43 Mendolia Road
Rangeley, ME 04970

Month of Review: November 2024

Date of Onsite Review: December 18, 2024

Meal Components & Quantities - Rangeley Lakes Regional School (392)

401. DOR - meals selected by students contain all required components/quantities? Enter data.

Finding 9000: Other Finding

Meal requirements for breakfast and lunch are that each student must take 3 items/components and one must be .50 cup of fruit or vegetable.

During Breakfast the following was observed: 6 meals contained cereal and milk only, 3 meals contained cereal and juice only, one student took a bagel and milk. Either the meals did not contain a fruit or only contained two items.

During lunch the following was observed: one student took a garlic stick and went to the salad bar. Only vegetables on the salad bar, did not take much salad - total 2 items.

Corrective Action:

A revised plan to complete meal accountability must be developed. The individual marking students as having a full and complete reimbursable meal must see that the student has a complete meal.

Please submit your plan to the reviewer by January 24, 2025.

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

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

Based on a review of production records and other supporting documentation for the week of October 28, 2024, some meals served did not meet the meal pattern requirements for the age/grade group(s) being served.

The daily offering of the meal pattern for a high school students requires the offering to be 2 ounces of meat/meat alternative. Tuesday, October 29, 2024 the entrée was ham and cheese sandwich. The recipe indicated it contained one ounce of ham and one ounce of cheese. Ham has extra items included; it takes 1.22 ounces of ham to credit as one ounce. The recipe will need to be adjusted so the ham and cheese sandwich can credit as 2 ounces in the high school meal pattern.

On the day of review a salad bar was offered to the students. The salad bar only contained vegetables. The recipe included chicken, cottage cheese, hard boiled eggs, and more.

Recipes must state what was used to make the item, not used as a guide.

Production records are incomplete. Each day pizza is offered as an alternative, this was not included on the production records. All items offered during the meal must be on the daily production record, condiments, serving sizes, number of servings made, served, leftovers.

Corrective Action:

Submit production records for the week of January 13, 2025, including any recipe used.

Submit the production records and revised recipes to the reviewer by January 24, 2025.

SNP Administrative Review Findings**RSU 78 (1480)*****Program Year 2025***

501. *Cafeteria staff trained on OVS?*

Finding 9079: Cafeteria staff have not been adequately trained on requirements and implementation of Offer vs. Serve.

Based on observation during the day of review Offer vs. Serve training must be completed.

Technical Assistance:

The school was provided technical assistance during the on-site visit.

General Program Compliance - Rangeley Lakes Regional School (392)

1406. *Most recent Food safety inspection posted, visible to public?*

Finding 9147: Most recent food safety inspection report is not posted in a publicly visible location.

Technical Assistance:

The posting of the most recent health inspection was corrected during the review.