

# State Agency Approval for Hiring Flexibility School Nutrition Programs



The Maine DOE Child Nutrition State Agency may approve the hiring of a food service director in a district with an enrollment less than 500 who does not meet the USDA school nutrition hiring standards. Hiring standards can be found here: <https://www.fns.usda.gov/cn/fr-030119>

Approval is done on a case-by-case basis. Consideration for approval may include any of the following:

- Participation in New Director Bootcamp training
- Participation in trainings pre-approved by the State Agency (12 hour minimum)
- Volunteer or substitute experience in school food service
- Developing a plan to achieve recommended training
- Other, as assigned by the State Agency

To request State Agency approval, the legal authority of the school district must send an email to [child.nutrition@maine.gov](mailto:child.nutrition@maine.gov) with the following information:

- Name of New School Nutrition Director
- Date of Hire
- Description of the request
- Highest completed education level of the director
- If the director has food service experience, explain
- If the director has food safety training/certification, explain

State Agency will follow-up with required information to submit to demonstrate compliance with at least one of the above requirements.