



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

JANET T. MILLS  
GOVERNOR

A. PENDER MAKIN  
COMMISSIONER

March 25, 2020

Kenneth Johnson  
Superintendent  
Alexander Public Schools  
PO Box 190  
Eastport, ME 04631

Dear Superintendent Johnson:

The Alexander Public Schools Nutrition Program was reviewed on March 4, 2020 per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures.

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. 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.doefiles/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](mailto:david.hartley@maine.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'Walfer Beesley', with a long, sweeping flourish extending to the right.

Walfer Beesley  
Child Nutrition Director

WB/DH/pp

Enclosure



**SNP Administrative Review Findings**

**Alexander Public Schools (4)**

*Program Year 2020*

**Alexander Public Schools (4)**

100 High Street  
Eastport, ME 04631

**Food Service Contact**

Betty Wallace  
FSD  
2074542623

**Executive Contact**

No. of Sites / Reviewed: 1 / 1  
Month of Review: January 2020

**Commendations**

- \* Food Service Director Betty Wallace does a very good job. She feeds her customers nutritious healthy meals. Betty maintains a clean well-organized kitchen and works very well with her customers. Keep up the good work.

**General Program Compliance - Alexander Public Schools (4)**

*1007. On-site observation validate Off-Site Assessment Tool responses to Local School Wellness Policy questions?*

**Finding 9011: Wellness Policy.**

Current Wellness Policy is in the process of revision

**Corrective Action:**

Provide Reviewer with the updated policy once it has been approved.

**Technical Assistance:**

Technical assistance provided to address discrepancies or deficiencies in the SFA's Local School Wellness Policy identified from the Off-site Assessment Tool:

SNP Administrative Review Findings

Alexander Public Schools (4)

Program Year 2020

Alexander Elementary (5)

100 High Street  
Eastport, ME 04631

Food Service Contact

Betty Wallace  
FSD  
2074542623

Month of Review: January 2020

Date of Onsite Review: March 4, 2020

Meal Components & Quantities - Alexander Elementary (5)

410. Review period menus and production records - Quantities and meal pattern requirements met? Enter data.

**Finding 9000: Weekly meat/meat alternate offering**

The daily meat/meat alternate offering was met.

For the week of January 6, 2020 weekly offerings of meat/meat alternate was not met. The total offering for the week was 7.75 oz. The required offering for the week for grades K-5 is 8 and for grades 6-8 is 9 oz.

**Corrective Action:**

Submit lunch production records for the week of September 21, 2020. Include recipes, food labels for entree items with CN labels or product formulation statements. Submit by October 5, 2020.

410. Review period menus and production records - Quantities and meal pattern requirements met? Enter data.

**Finding 9076: Planned menus served during Review month do not meet portion size/quantity requirements. \*Repeat Finding**

Productions records were reviewed for the Review Period, January 6-10, 2020, to determine whether the portion sizes of meal components from the planned menu and served during the Review Period meet the minimum meal pattern requirements for the age/grade group(s) being served.

The weekly grain offering must be 8 ounces whole grain rich, with a minimum of one ounce of grain each day.

January 8, 2020 grain offering was rice. The menu indicated each serving contained .75 oz. equivalent. The daily offering of grain must be 1 oz.

**Corrective Action:**

Submit lunch production records for the week of September 21, 2020. Include recipes, food labels for entree items with CN labels or product formulation statements. Submit by October 5, 2020.