



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

JANET T. MILLS
GOVERNOR

A. PENDER MAKIN
COMMISSIONER

June 4, 2024

Alan Smith
Superintendent
RSU 61
900 Portland Road
Bridgton, ME 04009

Dear Superintendent Smith:

The RSU 61 Nutrition Program was reviewed per Federal Regulation 7CFR 210.18 and Maine Department of Education Child Nutrition policies and procedures. On January 23, 2024 Michele Bisbee reviewed Crooked River School. An exit conference with Andrew Madura occurred on January 23, 2024.

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

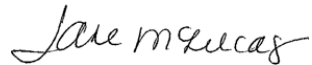
In accordance with §210.18(k), failure to return completed documentation within 30 days from the corrective action deadline date will result in the withholding of reimbursement payments. We hope that following the exit conference you and your staff addressed the corrective actions and that you will have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

RSU 61/MSAD 61 (922)

Program Year 2024

RSU 61/MSAD 61 (922)

900 Portland Road
Bridgton, ME 04009

Food Service Contact

Mr. Andrew Madura R Madura
Director of Food Services
(207) 693-6467

Executive Contact

Mr. Alan R Smith
Superintendent
(207) 647-3048

No. of Sites / Reviewed: 5 / 1
Month of Review: December 2023

Crooked River School (2113)

900 Portland Road
Bridgton, ME 04009

Date of Onsite Review: January 23, 2024

Commendations

- * Andrew Medura runs a great program across the RSU 61 school district. He has a wonderful staff supporting the program and the students as well. Thank you to you and your team for providing your students with amazing service. An exit was held on January 23, 2024 with Andrew Madura and Sherrie Proctor to go over the review findings.

General Program Compliance - RSU 61/MSAD 61 (922)

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

Finding 9000: Other Finding

The triennial assessment of the wellness policy has not taken place.

Corrective Action:

The triennial assessment of the wellness policy needs to be completed. This was due June 2023 and has not been completed at this time.

Corrective Action Due: July 1, 2024

General Program Compliance - Crooked River School (2113)

1404. Food safety plan - written, copy available?

Finding 9145: A copy of the written food safety plan was not available at the reviewed school.

The standard operating procedure binder could not be located at Crooked River School.

Corrective Action:

Please locate or replace the binder and submit a picture of it in place for corrective action.

Corrective Action Due: July 1, 2024

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