



Illinois State Board of Education

100 North First Street, Springfield, Illinois 62777-0001
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James T. Meeks
Chairman

Tony Smith, Ph.D.
State Superintendent of Education

May 21, 2018

Agreement No.
07-016-1275-61

Ms. Angela Zajac
Eisenhower Cooperative
5318 135th St
Crestwood, IL 60445-1504

Dear Ms. Angela Zajac :

Enclosed is the report of your School Nutrition Programs Administrative Review, conducted on April 9, 12, 2018. The report identifies the problems cited during the review and the corrective action recommended.

A corrective action plan to the review report must be received in our office within 30 days from the receipt of this letter. This response must detail specific actions taken to correct the problems cited.

Technical assistance materials and/or training opportunities may be available to assist in correcting the problems identified in the review. The cooperation of personnel during this review was appreciated.

If you have questions regarding your review, please contact Jessica Smith at jessmith@isbe.net. For all other questions, please contact our office at 800/545-7892.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark R. Haller".

Mark R. Haller, SNS
Division Administrator
Nutrition and Wellness Programs

Enclosure

CC: File

School Nutrition Programs Program Administrative Review

This report summarizes the results of the follow-up administrative review for the School Nutrition Programs Program sponsored by the Eisenhower Cooperative, RCDT number 07-016-1275-61, conducted on April 9, 12, 2018, by Jessica Smith, Principal Consultant

The results of the review were discussed at an exit conference on April 12, 2018, with
Andrew Ziegler, CSBO

The purpose of the review was to monitor the sponsor's compliance with Federal and state program regulations. The following areas of program compliance were evaluated:

- Afterschool Snack, if applicable
- Certification and Benefit Issuance
- Civil Rights
- Dietary Specifications and Nutrient Analysis
- Food Safety
- Fresh Fruit and Vegetable Program, if applicable
- Local School Wellness Policy
- Meal Components and Quantities
- Meal Counting and Claiming
- Offer Versus Serve
- On-Site Monitoring
- Outreach
- Professional Standards
- Reporting and Recordkeeping
- Smart Snacks
- Special Milk Program, if applicable
- Verification
- Water

During the review, technical assistance was provided to the sponsor in the following areas:

- Civil Rights
- Local Wellness Policy
- On-Site Reviews
- Outreach
- Professional Standards
- Special Milk Program

During the review, the following problems were identified. All other areas were found to be in compliance.

Sponsor:

April 9, 12, 2018

Professional Standards

Citation:

Training requirements have not been met for the director. The minimum hours of training is 12 hours annually. The response must identify how the director will meet the annual training requirements.

On-site Monitoring

Citation:

Annual on-site reviews have not been conducted for breakfast. The purpose of these reviews is to certify that site claims are based on a daily meal count, by category, taken at the point of service. A plan must be developed to ensure that these reviews are conducted by February 1 of each year. Annually, breakfast reviews must be conducted for 50% of the schools participating in the School Breakfast Program. Each site must be reviewed once every two years.

Outreach

Citation:

Households have not been notified of the availability of the Summer Food Service Program. Outreach to households regarding the Summer Food Service Program must occur before the end of the school year.