

February 05, 2026

Agreement No. 19-022-0600-02

Dr. Sean Nugent
Maercker SD 60
1 S Cass Ave Ste 202
Westmont, IL 60559-1893

Dear Dr. Sean Nugent :

Enclosed is the report of your School Nutrition Programs Meal Compliance and Accountability Review, conducted on January 12, 13, 14, 2026. 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 WINS within 30 days from the receipt of this letter. The response to each citation must detail specific actions taken to correct the problems cited. Corrective action must be applied to all sites, as applicable, to ensure system-wide deficiencies are addressed.

As a result of the problems cited, an overclaim for December 2025 through January 2026 has been identified. Once all applicable Claims for Reimbursement have been submitted, we will determine if fiscal action is required. Any required fiscal action will be reported to you upon closure of the review, and if applicable, you will have the right to appeal. Any required fiscal adjustments will be made by the Illinois State Board of Education to future Claims for Reimbursement or repayment may be requested by letter.

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 Yvonne Jablonski at yjablons@isbe.net. For all other questions, please contact our office at 800/545-7892.

Sincerely,



Mark R. Haller, SNS
Director
Nutrition Programs

Enclosure

CC: File

School Nutrition Programs Meal Compliance and Accountability Review

This report summarizes the results of the meal compliance and accountability review for the School Nutrition Programs sponsored by the Maercker SD 60, RCDT number 19-022-0600-02, conducted on January 12, 13, 14, 2026, by Yvonne Jablonski, Principal Consultant.

The results of the review were discussed at an exit conference on January 14, 2026, with Patrick King, 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

The following site(s) received an on-site review.

12723 Holmes Elem School

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

Area(s) of Technical Assistance:

Certification and Benefit Issuance
Local Wellness Policy
Meal Components and Quantities
Offer Versus Serve
Outreach
Professional Standards
Verification

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

Site: Holmes Elem School (12723)

Offer versus Serve

Citation:

It does not appear cafeteria staff are adequately trained on Offer vs. Serve. Cafeteria staff must be sufficiently trained on Offer vs. Serve requirements for lunch and breakfast.

Meal Components and Quantities

Citation:

Production records for December 1-5, 2025, do not contain the required information. The following detail was missing: On December 5, the recipe or product name was not accurate for stuffed bread sticks. Production records must accurately reflect the specific foods/condiments used, recipe or product name, grade groups, portion sizes, student and total projected servings, amount of food used, and the number of leftovers.

Citation:

Lunch menus for December 1-5, 2025, were not adequate. On December 3, the meat/meat alternate was missing. Lunch menus must offer the following components on a daily basis: meat/meat alternate; grain/bread; vegetable; fruit; and milk. Appropriate documentation must be available to validate the contributions of the food items to the meal pattern requirements.

Counting and Recording Daily Meal Totals

Citation:

On the day of review, the site has not utilized an acceptable meal counting system at lunch and breakfast. Meal counts were not taken at the point of service for SASSED students. All meal counts must be taken on a daily basis at the point of service which is where a determination can accurately be made that a free, reduced-price, or paid meal has been served to an eligible child.

Sponsor: Maercker SD 60

Certification and Benefit Issuance

Citation:

1) One household eligibility application was approved in the wrong category. The application was approved reduced and should have been free.

2) One household eligibility application was missing information. The application was missing the names of all household members.

All household eligibility applications approved for free and reduced-priced meals must contain all information as required by program regulations. A procedure must be established to ensure all household eligibility applications contain the required information.

Citation:

The denial notice does not contain an explanation of appeal rights and procedures. The notice must be updated to include all required information. The required information includes the reason for the denial, an explanation of the appeal rights and procedures, and a statement that households may reapply at any time during the school year.

Citation:

Documentation has not been maintained for students eligible through Direct Certification.

Documentation must be maintained for all students directly certified. A dated Direct Certification Report with the name of each student eligible must be available for review.

Citation:

Benefits were issued in error. Thirty-eight household eligibility applications or Direct Certification for students were not on file. A procedure must be established to ensure household eligibility applications or Direct Certification is collected and correctly approved for day students.

Verification

Citation:

Direct verification was used, but the Department of Human Services did not confirm eligibility for one households in the free category and the SFA did not request additional documentation from the households. When direct verification does not confirm a household's eligibility, the household must be contacted to provide the required information.

Citation:

The confirmation review of the verified application was not sufficiently and consistently documented via the signature of confirming official. Documentation of the confirmation review must be recorded on each application.

Professional Standards

Citation:

Training hours have not been documented for the director of the SFA. A method to track the number of training hours must be implemented. The USDA Professional Standards Training Tracking Tool or a comparable method may be utilized to document training hours.

Citation:

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

Outreach

Citation:

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

Local Wellness Policy

Citation:

The local wellness policy is not reviewed and updated as required. An evaluation by site of the local wellness policy is required every three years. This assessment is referred to as the triennial assessment. Triennial assessments must evaluate the extent to which each school complies with the local wellness policy, the extent to which your local policy aligns with model policies and a description of progress towards attaining policy goals. Copies of the triennial assessments must be maintained.

Citation:

Transparency and inclusion are not promoted with the local wellness policy process. Local education agencies must allow stakeholders such as parents, students, food service staff, teachers, school nurses, school board members, school administrators and general members of the public to participate in the local wellness policy process. This process includes the development, implementation, and periodic review and update of the local wellness policy.

Appeal Procedures National School Lunch Program

If you do not agree with the administrative decision made by the Illinois State Board of Education regarding your organization's participation in the National School Lunch Program, you have the right to appeal that decision. You may either request 1) to have records reviewed; 2) a hearing which you may attend in person; or 3) records review and a hearing. The following are the appeal procedures with strict timelines.

- You must make a formal written request to have records reviewed or to have a hearing within fifteen (15) calendar days from the date you receive our notice of action.
- Mail your request to the Nutrition Programs, Illinois State Board of Education, 100 North First Street, Springfield, Illinois 62777. The State Superintendent or his designee will act as the review official and acknowledge the receipt of the request for appeal within ten (10) calendar days. The review official will be an independent and impartial officer other than, and not accountable to, any person authorized to make decisions that are subject to appeal.
- If you request a review of records, you must submit the written documents to the review official. In order to be considered, the written documents must be filed with the review official not later than thirty (30) calendar days after you receive our notice of action.
- You may retain legal counsel or be represented by another person.
- A hearing will be held by the review official, in addition to or in lieu of a review of written information submitted by you, only if you so specify in the letter of request for review.
- Any information on which our action was based shall be available to you for inspection from the date of receipt of the request for review.
- You will be notified by certified mail, return receipt requested, at least ten (10) calendar days prior to the time and place of the hearing.
- Failure by you or your representative to appear at a scheduled hearing shall constitute your institution's waiver of the right to a personal appearance before the review official unless the review official agrees to reschedule the hearing.
- The review official shall make a determination based on information provided by this office, by you, and according to program regulations.
- The review official will inform you of his/her decision of your appeal within sixty (60) calendar days of your request for a hearing.
- Our action will remain in effect during the appeal process. However, participating school food authorities, institutions and facilities may continue to operate under the program during an appeal of intent to terminate unless the action was based upon imminent dangers to the health or welfare of children. If this is the case, it will be specified in our notice of action.

- The determination by the state review official is the final administrative determination to be afforded to you.



Dr. Tony Sanders, State Superintendent of Education
Dr. Steven Isoye, Chair of the Board

100 N. First Street • Springfield, IL 62777
555 W. Monroe Street, Suite 900 • Chicago, IL 60661

isbe.net

February 11, 2026

Agreement No.
19-022-0600-02

Dr. Sean Nugent
Maercker SD 60
1 S Cass Ave Ste 202
Westmont, IL 60559-1893

Dear Dr. Sean Nugent :

Enclosed is the report of your School Nutrition Programs Resource Management Review, conducted on January 16, 2026.

The program was found to be in compliance on the day of the review. The assistance and the cooperation of the sponsor personnel during the review was appreciated.

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

Sincerely,

A handwritten signature in black ink that reads "Mark R. Haller".

Mark R. Haller, SNS
Director
Nutrition Programs

cc: File

**School Nutrition Programs
Resource Management Review**

This report summarizes the results of the resource management review for the School Nutrition Programs sponsored by the Maercker SD 60, RCDT number 19-022-0600-02, conducted on January 16, 2026, by Michael Gogerty, Principal Consultant.

As a result of the review, the sponsor was found to be in compliance with the program requirements evaluated; therefore, no response is required.