



Illinois State Board of Education

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James T. Meeks
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March 24, 2017

Agreement No.
26-062-1030-26

Carol Kilver
West Prairie Community Unit
School District 103
204 South Hun Street
Colchester, Illinois 62326-1129

Dear Ms. Kilver:

Enclosed is the report of your School Nutrition Programs administrative review conducted on January 30 through February 3, 2017. The program was found to be in compliance on the day of the review.

The assistance and cooperation of sponsor personnel during the review was appreciated. If you have questions regarding your review, please contact Cheryl Williams at chewilli@isbe.net. For all other program 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

ADMINISTRATIVE REVIEW REPORT

This report summarizes the results of the administrative review of the School Nutrition Programs sponsored by West Prairie Community Unit School District 103, Agreement # 26-062-1030-26, conducted on January 30 through February 3, 2017, by Cheryl Williams, Principal Consultant.

The results of the review were discussed at an exit conference on February 3, 2017, with Crista Rigg, District Business Manager.

West Prairie North Elementary School was visited during this review.

The purpose of the review was to monitor the school food authority's compliance with the federal and state program regulations. The following areas of program compliance were evaluated:

- Certification and Benefit Issuance
- Verification
- Meal Counting and Claiming
- Meal Components and Quantities
- Offer Versus Serve
- Dietary Specifications and Nutrient Analysis
- Civil Rights
- On-Site Monitoring
- Local School Wellness Policy
- Smart Snacks
- Professional Standards
- Water
- Food Safety
- Reporting and Recordkeeping
- Outreach

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