



March 09, 2023

Agreement No. 48-072-3230-26

Dr. Scott Dearman
Dunlap CUSD 323
400 S 4Th St
Dunlap, IL 61525-8936

Dear Dr. Scott Dearman :

Enclosed is the report of your School Nutrition Programs Meal Compliance and Accountability Review, conducted on March 6, 7, 8, 2023. 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.

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 Harley Hepner at hhepner@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
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 Dunlap CUSD 323, RCDT number 48-072-3230-26, conducted on March 6, 7, 8, 2023, by Harley Hepner, Principal Consultant.

The results of the review were discussed at an exit conference on March 8, 2023, with
Lisa Leitner, Food Service Director

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:

Area(s) of Technical Assistance:

- Certification and Benefit Issuance
- Food Safety
- Local Wellness Policy
- Meal Components and Quantities
- Offer Versus Serve
- On-Site Reviews

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

Site: Dunlap Middle School (14450)

Meal Components and Quantities

Citation:

On the day of the lunch observation, the portion size of the carrots in the grab-n-go meal option did not meet meal pattern requirements. The minimum serving size of the vegetable must be 3/4 cup daily for grades K-8.

Citation:

The lunch menus for the selected week of review, January 23-27, 2023, were evaluated and it was determined the minimum vegetable serving size was not offered on Monday through Friday with the grab-n-go meal option. A minimum of 3/4 cup vegetable must be offered on a daily basis for each meal option for grades K-8.

Site: Ridgeview Elementary School (46248)

Meal Components and Quantities

Citation:

Lunch menus for the selected week of review, January 23-27, 2023, were evaluated and the following problems were identified:

- 1) The weekly minimum meat/meat alternate ounce equivalents were not offered with the smallest creditable meal option (chickpea spread) offered each day of the week. Menus must contain a minimum of eight meat/meat alternate ounce equivalents per week for grades K-8 regardless of the meal option chosen.
- 2) The minimum weekly portion requirement was not met for the beans/peas (legumes) vegetable subgroup. The minimum weekly portion requirement must be met for each vegetable subgroup.

Sponsor: Dunlap CUSD 323

Benefit Issuance Documents

Citation:

Adequate documentation was not on file for a foster child because legal documentation and/or other documentation was not available to support that the child was a foster child. Current legal documentation for foster children must be obtained from court, DCFS, or a foster care agency.

Citation:

Adequate information was not given to households approved through Direct Certification. The notification did not ask for additional students in the household that may be eligible through the extension of benefits. Notification to households of approval through Direct Certification must contain the required information.