

Navigating the WINS System and Ensuring Accurate Claims

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2024 BOOKKEEPERS CONFERENCE
March 15, 2024 | Rolling Meadows, Illinois



Introductions

Cindy Dykas, CSBO; Speaker

- Assistant Superintendent for Business Services, Worth School District 127

Wendy Sedwick, Business Services; Speaker

- Coordinator of Business Services, CUSD 303, St. Charles

Patrick Kays, Sales Manager; Moderator

- Quest Food Management Services, Lombard, IL

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Why we do what we do...



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Who Tells Us What To Do...

Federal

- National School Lunch Program (NSLP)

State

- School Nutrition Programs (SNP)
 - Free/Reduced
 - After-School
 - Breakfast
 - Seamless Summer
 - Milk
- Child Nutrition Programs
 - Training requirements
 - Food Safety



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Illinois Food Service Programs

- National School Lunch Program (NSLP)
- Summer Food Services Program (SFSP)
- School Breakfast Program (SBP)
- Special Milk Program (SMP)
- Afterschool Care Snack Program
- Community Eligibility Provision (CEP) and Provisions 1,2 & 3
- Seamless Summer Option (SSO)
- Residential Child Care Institutions (RCCI)
- For more information about these programs visit -



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What's your Free/Reduced percentage and what SNP is your district participating in?

- Cindy – Worth SD 127 (South suburbs)
 - 64.8% F/R via WINS Direct Certification
 - CEP: Breakfast and Lunch – 100% reimbursement
- Wendy – St. Charles CUSD 303 (Western suburbs)
 - 21.6% F/R via WINS Direct Certification & Application Process
 - National School Breakfast Program – (SBP)
 - National School Lunch Program – (NSLP)

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Who qualifies for Free/Reduced priced lunches:

- Any child at a participating school may purchase a meal through the NSLP.
- Participating schools and institutions must provide free and reduced-price breakfasts to eligible children without differentiation.
- Children from families with incomes at or below 130 percent of the poverty level are eligible for free meals.
- Those between 130 percent and 185 percent of the poverty level are eligible for reduced-price meals.
- Children from families with incomes over 185 percent of poverty pay full price, though their meals are still subsidized to some extent.

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Link to Household Eligibility Applications SY 23-24

<https://www.isbe.net/Pages/Household-Eligibility-Resources.aspx>

APPLICATION FOR FREE MILK/MEAL AND REDUCED-PRICE MEALS—Complete One Application Per Household Per School District. Instructions on back.

SCHOOL USE ONLY

☐ Check if Error Prone Application

1. All Household Members (Attach another sheet of paper if necessary.)

NAMES OF ALL HOUSEHOLD MEMBERS

First, Middle Initial, Last	(For Student only) School Name	(For Student only) Grade	SNAP OR TANF CASE NUMBER ONLY Skip to Part 4 if you list a SNAP or TANF case number. At least one SNAP/TANF must be provided below. If you receive Medicaid and were not directly certified for free meals, you MUST apply based on household size and income.										Check if Foster Child*	

* A foster child is the legal responsibility of a welfare agency or court.

2. Homeless, Migrant, Runaway, or Head Start (Categorically eligible)

☐ Homeless ☐ Migrant ☐ Runaway ☐ Head Start

Signature of Your School Homeless Liaison, Migrant Coordinator, or Head Start Director _____ Date _____

3. Total Household Gross Income (before deductions) You must tell us how much and how often.

A. (LIST ALL HOUSEHOLD MEMBERS WITH INCOME)	GROSS INCOME AND HOW OFTEN IT WAS RECEIVED (Example: \$100/month; \$100 twice a month; \$100 every other week; \$100/week)							
	B. Earnings From Work (Before Deductions)		C. Welfare, Child Support, Alimony		D. Pensions, Retirement, Social Security		E. Worker's Comp., Unemployment, SSI, etc. (All other income)	
	Amount	How often?	Amount	How often?	Amount	How often?	Amount	How often?
i.	\$		\$		\$		\$	
ii.	\$		\$		\$		\$	
iii.	\$		\$		\$		\$	
iv.	\$		\$		\$		\$	
v.	\$		\$		\$		\$	

4. Signature and Social Security Number (Adult must sign)

An adult household member must sign the application. If Part 3 is completed, the adult signing the form must also list the last four digits of his or her social security number or mark the I do not have a social security number box.

I certify (promise) all information on this application is true and all income is reported. I understand the school will get Federal funds based on the information I give. I understand school officials may verify (check) the information. I understand if I purposely give false information, my children may lose meal benefits and I may be prosecuted.

_____ X X X - X X - _____ ☐ I do not have a social security number.

Date _____ Printed Name of Adult Household Member _____ Signature of Adult Household Member _____

5. Contact Information (Optional)

Work Telephone Number (Include Area Code) _____ Home Telephone Number (Include Area Code) _____ Home Address (Number, Street, City, State, ZIP Code) _____

6. Children's Racial and Ethnic Identities (Optional)

Mark one ethnic identity: ☐ Hispanic/Latino ☐ Not Hispanic/Latino

Mark one or more racial identities: ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White ☐ American Indian or Alaska Native

— THE FOLLOWING SECTIONS ARE FOR SCHOOL USE ONLY —

INITIAL DETERMINATION

TOTAL INCOME \$ _____ Per: ☐ Week ☐ Every 2 Weeks ☐ Twice a Month ☐ Month ☐ Year

NUMBER IN HOUSEHOLD: _____ CHANGE IN STATUS: _____ Date: _____

LEAs must annualize income only when multiple incomes, at varying frequencies, are reported.
Annual Income Conversion: Weekly X 52 Every 2 Weeks X 26 Twice a Month X 24 Once a Month X 12

☐ Free based on: ☐ homeless ☐ migrant ☐ runaway ☐ Head Start

☐ SNAP or TANF ☐ foster child ☐ household's income









☐ Reduced based on: ☐ household's income

☐ Denied—Reason: ☐ income too high ☐ incomplete application ☐ Non-qualifying SNAP/TANF

Signature of Determining Official _____ Date: _____

ISBE 68-06 NSSTAP School Year 2023-2024 (8/23)

SY 2023-24 DOCUMENTS

- [NSLP/SBP Letter to Households, Application, and Instructions \(68-06\)](#) 
 - [Spanish Version](#) 
- [NSLP/SBP Letter to Households ONLY \(68-06\) - Editable Word Version](#) 
 - [Spanish Version](#) 
- [Special Milk/IL Free Letter to Households, Application, and Instructions \(68-13\)](#) 
 - [Spanish Version](#) 
- [Special Milk/IL Free Letter to Households ONLY - Editable Word Version](#) 
 - [Spanish Version](#) 

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Direct Certification

Direct Certification is a simplified method of determining student's eligibility for free meals through the National School Lunch and School Breakfast Programs or free milk under the special Milk Program without completing a Household Eligibility. In addition, students directly certified to receive free meals or milk are not subject to verification.

<https://www.isbe.net/Pages/Electronic-Direct-Certification-Process.aspx>

Login to WINS (Web-Based Illinois Nutrition System) for Direct Certification

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The Importance of Accurate Data

Record Keeping

Secretaries/Clerks – Registrars – Teachers - Food Service Directors

- Attendance Records
- Applications for Free/Reduced Eligibility
- Student Data Sources
 - SNAP, TANF, Medicaid, Foster, Migrant, Household
- Direct Certification
- **Administrative Review/Nutrition Audit**

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The Importance of Accurate Data

Eligibility Determination

- National School Lunch Program (NSLP) and School Breakfast Program (SBP)
 - Free, Reduced and Paid Federal and State reimbursements
- Child and Adult Food Care Programs
 - 3 programs including Before- & After-School Programs and After-School Programs in Low Income Areas
- Summer Food Service Programs
 - Seamless Summer Option (if NSLP/SBP participate)

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The Importance of Accurate Data

- Community Eligibility Provision (CEP)

<https://www.isbe.net/Pages/Guidance-for-HHFKA.aspx>

An alternative to collecting, approving, and verifying household eligibility applications for free and reduced price eligible students in high poverty schools participating in the NSLP/SBP.

- Administrative Review Process

An assessment conducted by ISBE of the school administration's NSLP/SBP, and other school nutrition programs, to determine whether the SFA meets program requirements, provide technical assistance, secure any needed corrective action, and assess fiscal action, if applicable.

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The Importance of Accurate Data

District Funding and Student Fees

- Federal Funding – Title I and other grants
- State Funding and Reports
- E-Rate Funding
- Reductions in Fees and Waivers:
 - Registration Fees
 - AP Exams
 - ACT & SAT Exams

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School Nutrition Program (SNP)

Key Dates

- **Monthly**
 - Submit Claim for Reimbursement (due by the 10th of the following month of claim)
- **July**
 - Distribute Household Eligibility Applications to families
- **September**
 - Request at least two school food safety inspections
 - Start conducting On-Site Reviews of feeding sites
- **November/December**
 - Verification Summary Report (VSR)
- **April**
 - April 1 – June 30 for CEP increases/new applications
 - Annual Sponsor Application and Site Questionnaire (Due May 31)



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ISBE – Nutrition Program Division

Website Navigation and Reporting

- ISBE Nutrition and Wellness

<https://www.isbe.net/Pages/Nutrition-and-Wellness.aspx>

- Login to IWAS; Select Web-based Illinois Nutrition System (WINS)

- ✓ Complete all annual reports
- ✓ Access Direct Certification
- ✓ File monthly claims



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Helpful WINS Dashboard Icons



Home - This icon will return users to their main WINS Dashboard



Site lookup - This icon will take user to a page to search for individual sites



Attachments - This icon takes users to a page where all attached documents are stored. The approval letter will be attached and all supporting documentation for sponsors. Sponsors may also attach documents to WINS using this link. Instructions on using this feature are posted under the *Help* icon.



Notes - Clicking on this icon will open a page that will allow users to view any notes placed by ISBE staff or allows sponsor to post notes for ISBE



Help - This icon is available on sponsor, site, and claim pages and gives users access to instructions for completing steps or processes on the questionnaires and/or claims screens.

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Accessing IWAS/WINS

- Sponsor and Site questionnaires and claims are submitted online through the Web-based Illinois Nutrition System (WINS)
- New Sponsors – Application are available online at <https://www.isbe.net/Pages/School-Nutrition-Programs-New-Applicants.aspx>



Currently Participating Sponsors

Step 1

Access the Illinois State Board of Education (ISBE) website at www.isbe.net/nutritionandwellness.

Step 2

Enter login name and password and then click Login. For assistance with access to IWAS call 217-558-3600.

Step 3

Click on System Listings found on the left side of the screen.

Step 4

Click on Web-based Illinois Nutrition System (WINS) to access the sponsors WINS Dashboard.



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System Survey

- Go to www.menti.com and use the code

Does your District utilize a POS system
that generates a report to upload into
WINS?

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Meal Counting and Claiming

- To receive reimbursement, meal serving site must accurately count, record, and claim the number of meals actually served to students by category: FREE, REDUCED-PRICE, and PAID.
- Elements of an acceptable counting and claiming system include:
 - Eligibility Documentation
 - Collection Procedures must prevent overt identification
 - Point of Service Counts
 - Claim for Reimbursement
 - Internal Controls



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Does Your School Have an Acceptable Point-of-Service Meal Counting System?

Answer the following questions about your meal counting system. If the answer to any of these questions is **YES**, your counting system is **NOT** acceptable and must be revised.

1. Are claims based only on meal counts taken in the morning in the classroom or at any other location before the meal is served?
2. Are claims based on attendance?
3. Are meal counts based on the number of tickets sold and distributed or the number of meals paid for in advance?
4. Is the number of free and reduced-price eligible students claimed, instead of the number of free and reduced-price meals actually served?
5. Are meal counts by category taken at the beginning of the serving line without checking that the meals served are reimbursable?
6. Are meal counts by category based on visual identification of students with no back up system available (e.g., checklists for persons not familiar with the students?)
7. Are meal counts based on try, plate, or entrée counts.
8. Are back-out systems that subtract a number from the total to get another number used?
9. Does the meal count system allow anyone other than required staff to know a student's eligibility category?
10. IS this a system that does NOT yield a reliable, accurate count of meals served by category?

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NSLP - Daily Activity																
School: Thompson Middle School Campus (13401)										District: St. Charles CUSD 303						
Avg. attendance: 0					Period: January, 2024					Serving days: 13			Highest enrollment: 1320 on day 30			
Day	Breakfast					Lunch					Enrolled					
	Free	Reduced	Paid	CEP	Total	Free	Reduced	Paid	CEP	Total	Free	Reduced	Paid	Milk Only	CEP	Total
9	8	0	1	0	9	134	20	326	0	480	241	45	1031	0	0	1317
10	8	0	0	0	8	147	23	339	0	509	242	45	1030	0	0	1317
11	7	0	1	0	8	155	27	378	0	560	243	45	1030	0	0	1318
17	8	0	0	0	8	145	21	343	0	509	245	45	1028	0	0	1318
18	7	0	2	0	9	150	24	360	0	534	245	45	1028	0	0	1318
19	7	0	1	0	8	153	23	408	0	584	245	45	1028	0	0	1318
22	8	0	1	0	9	145	19	325	0	489	244	45	1028	0	0	1317
24	8	0	0	0	8	152	23	346	0	521	244	45	1029	0	0	1318
25	9	0	1	0	10	155	23	353	0	531	244	45	1029	0	0	1318
26	6	0	3	0	9	160	22	401	0	583	244	45	1029	0	0	1318
29	6	0	1	0	7	143	22	313	0	478	244	45	1029	0	0	1318
30	11	0	4	0	15	156	23	335	0	514	245	45	1030	0	0	1320
31	5	0	2	0	7	162	22	334	0	518	245	45	1030	0	0	1320
Totals	98	0	17	0	115	1957	292	4561	0	6810						

[illegible]

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Filing a Food Service Claim in WINS Go to

- <https://www.isbe.net/Pages/Nutrition-and-Wellness.aspx>
- Click on “Log in to IWAS”

Illinois State Board of Education
Darren Reisberg, Chairman Dr. Carmen I. Ayala, State Superintendent of Education

I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S

Already have an account? Login Here :

Login Name

Password

☐ Remember Login Name

LOG IN

New Partner - Sign up Now

Some ISBE web-based systems require electronic signatures. You can create your own logon id and password by clicking on the following link. After you establish your logon, you will then have the ability to request authorization to use ISBE's systems.

[Sign Up Now](#)

Need Help?

If you need help with logging in, the sign up procedure or your password, please click on the link below.

[Help](#)

Forgot Your Password?

If you have forgotten your login name or password, click on the link below.

[Find Login/Password](#)

This web site has been optimized for Internet Explorer 6.0 or above / Firefox 2.0 or above. You can download the latest version of these browsers by clicking on the following icons.

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Illinois State Board of Education
Darren Reisberg, Chairman Dr. Carmen I. Ayala, State Superintendent of Education

I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S

Login: PTOVISEND

My Systems

Below are systems that you are either authorized to use or are awaiting authorization from either your district (Pending-District), ROE (Pending-ROE) or ISBE (Pending-ISBE). Once you are "Authorized" to access a system, simply click on the system description to use it.

[Click Here for Due Dates](#)

Categories - Click to Expand/Collapse Tree	Authorization
Claims	
Web-based Illinois Nutrition System (WINS)	Authorized
Reporting	
Monthly	
Student Information System - Statewide	Authorized
Assessments	
Illinois Science Assessment	Authorized

Legend: : System Description - Detailed : Due Dates : Profile

[Want to Signup for Other Systems?](#)

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Uploading Point of Service Meal Counts

WINS

Web-based Illinois Nutrition System

WINS Dashboard

Program Year: 2021Program: Summer Food Service Program

✓ Your application is complete.

Alerts

No Sponsor alerts. Please use the Show Existing Site Alerts link below.

Show existing site alerts

Comments/Notes

No Sponsor notes. Please use the Show Existing Site Notes link below.

Show existing site notes

St Charles CUSD 303 (31-045-3030-26)

Add Contact

Export

Sponsor Tasks

Sponsor Applications & Participation

Site Applications

Claims & Monitoring

Sponsor Info

Administrative Tasks

Sponsor Tasks

Batch Daily Meal Counts

Batch Participation Detail

Batch Site Questionnaire

Batch Site Participation

FFVP Application

Add New Site

Review Citation Responses

P-EBT Qualified Sponsor Survey

Reports

DCFS Sponsor/Site Report

DCFS Unassigned Site License Verification

DCFS Licensee Report

Direct Certification

Claim Data Report

Summary Reports - Applications Submitted for Sponsor

Summary Reports - Applications Submitted for Sites

Summary Reports - List of Sites and Applications Submitted

Site Application Tasks

Enroll Site In New Program

Edit Site Questionnaire

Edit Program Participation

Edit Participation Detail

Budget

Admin Labor Worksheet

Download and complete the worksheet from the link above and attach it via the paper clip icon at the top of the screen.

No WINS Budgets required.

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WINS

Web-based Illinois Nutrition System



Batching

Selection

Program	Agreement Number	Batch Source	Program Year	Month
Summer Food Service Program	31045303026	Claim Meal Count	2021 ▼	Oct ▼
<input checked="" type="checkbox"/> Export Claim Summary				

Upload History

No data available.

File Upload

File: No file chosen

Messages

Click [Here](#) to view help.

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WINS

Web-based Illinois Nutrition System



WINS Dashboard

Program Year: 2021 Program: Summer Food Service Program



Your application is complete.

Alerts

[-]

No Sponsor alerts. Please use the Show Existing Site Alerts link below.

! Show existing site alerts

Comments/Notes

[-]

No Sponsor notes. Please use the Show Existing Site Notes link below.

! Show existing site notes

+ St Charles CUSD 303 (31-045-3030-26)

To change contact information, please refer to the Change Request Form under Help/Question icon above.

+Add Contact

Export

Sponsor Tasks Sponsor Applications & Participation Site Applications Claims & Monitoring Sponsor Info

Monitoring Summary

	Program	Review Type	Program Year	Status	Status Date	Monitor
	SFSP	Site	2021	Assigned	1/22/2021	London
	SFSP	Site	2020	Closed	7/27/2020	Hansen

Sponsor Claims

Month	Year	Type	Status	Payment Batch	Site Claims
Oct	2020	Claim	Sent to FRIS	3	Site Claims
Nov	2020	Claim	Sent to FRIS	6	Site Claims
Dec	2020	Claim	Sent to FRIS	10	Site Claims
Jan	2021	Claim	Sent to FRIS	13	Site Claims
Feb	2021	Claim	Approved	17	Site Claims
Mar	2021	Claim	Not Submitted		Site Claims

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Organization: Anderson Elem School [13403] Type: Claim

RCDT: 31-045-3030-26 Status: Consolidated

Program Year: 2021 Program: SFSP

Sponsor: St Charles CUSD 303



SFSP Site Claim

Quick Links

[Daily Meal Counts](#)
[Participation Detail](#)
[Sponsor Claim Summary](#)
[Site Claims](#)
[Claim Rates](#)

Version

17: Feb 2021 Claim - Consolidated - 03/02/2021

Anderson Elem School (31-045-3030-26)

Claim Data			
Claim Month	Feb 2021	Status	Consolidated
Days of Operation	02/01/2021 - 02/28/2021	Type	Claim
Days Claimed	28	Date Received	03/02/2021
Claim Source	Sponsor	Date Approved	03/02/2021
Last Updated: Ptownsend		Submitted by: Ptownsend	

Meals			
Summer Food Service Program - Breakfast		Summer Food Service Program - Lunch	
Urban and Vended		Urban and Vended	
Firsts	5288	Firsts	4154
Seconds	0	Seconds	0
Seconds Paid	0	Seconds Paid	0

Statistics	
Number of sites	1
Summer Food Service Program	
Days Claimed	28



WINS (QA)

Web-based Illinois Nutrition System

Organization: Coventry Elem School [14180]

RCDI: 44-063-0476-04






Program Year: 2012

Sponsor: Crystal Lake CC SD 47

Type: Claim

Status: Unconsolidated

Program: NSLP



☒ Check for Errors

☐ Show All Edits

Daily Meal Counts

Claim

Calendar Year: 2011

Calendar Month: 10

Quick Links

[Site Claim Summary](#)

[Site Claims](#)

[Participation Detail](#)

[Sponsor Claim Summary](#)

Version

Selected Claim

Oct 2011 Claim - Unconsolidated - 10/09/2012

Revise

Meal Counts

Statistics

Claim Summary

Daily Totals

Program Daily Meal Counts

✓ School Breakfast Severe Need (44%)

✓ National School Lunch Less than 60% Eligible (24%)

Show All

Program: School Breakfast

Day	Meal	Subprogram	Free	Reduced	Paid
3	Breakfast	School Breakfast	10	10	10
4	Breakfast	School Breakfast	Free	Reduced	Paid
5	Breakfast	School Breakfast	Free	Reduced	Paid
6	Breakfast	School Breakfast	Free	Reduced	Paid
7	Breakfast	School Breakfast	Free	Reduced	Paid

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Manually Entering Meal Counts

WINS
Web-based Illinois Nutrition System

WINS Dashboard Program Year: 2021 Program: Summer Food Service Program

✓ Your application is complete.

Alerts [-]
No Sponsor alerts. Please use the Show Existing Site Alerts link below.
Show existing site alerts

Comments/Notes [-]
No Sponsor notes. Please use the Show Existing Site Notes link below.
Show existing site notes

St Charles CUSD 303 (31-045-3030-26) Add Contact

Export

Sponsor Tasks Sponsor Applications & Participation Site Applications Claims & Monitoring Sponsor Info

Administrative Tasks

Sponsor Tasks	Site Application Tasks
<ul style="list-style-type: none">Batch Daily Meal CountsBatch Participation DetailBatch Site QuestionnaireBatch Site ParticipationFFVP ApplicationAdd New SiteReview Citation ResponsesP-EBT Qualified Sponsor Survey	<ul style="list-style-type: none">Enroll Site In New ProgramEdit Site QuestionnaireEdit Program ParticipationEdit Participation Detail

Reports	Budget
<ul style="list-style-type: none">DCFS Sponsor/Site ReportDCFS Unassigned Site License VerificationDCFS Licensee ReportDirect CertificationClaim Data ReportSummary Reports - Applications Submitted for SponsorSummary Reports - Applications Submitted for SitesSummary Reports - List of Sites and Applications Submitted	<p>Admin Labor Worksheet</p> <p>Download and complete the worksheet from the link above and attach it via the paper clip icon at the top of the screen.</p> <p>No WINS Budgets required.</p>



WINS

Web-based Illinois Nutrition System



WINS Dashboard

Program Year: 2021 Program: School Nutrition Programs

✖ Your application is not complete.

Alerts [-]

No Sponsor alerts. Please use the Show Existing Site Alerts link below.

4

! Show existing site alerts

Comments/Notes [-]

No Sponsor notes. Please use the Show Existing Site Notes link below.

4

! Show existing site notes

+ St Charles CUSD 303 (31-045-3030-26)

To change contact information, please refer to the Change Request Form under Help/Question icon above.

+Add Contact

+Add Address

Export

Sponsor Tasks Sponsor Applications & Participation Site Applications Claims & Monitoring Sponsor Info

Monitoring Summary

Program	Review Type	Program Year	Status	Status Date	Monitor
SNP	Administrative	2020	Cancelled	5/8/2020	Hansen
SNP	Administrative	2017	Cancelled	9/17/2019	Hansen
SNP	Administrative	2014	Cancelled	1/15/2020	Hansen

Sponsor Claims

Month	Year	Type	Status	Payment Batch	Site Claims
Aug	2020	Claim	Sent to FRIS	7	Site Claims
Sep	2020	Claim	Not Submitted		Site Claims



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Site Claims

Close [X]

Program Month

Program Year

Site Number

January ▾

2021 ▾

Filter Claims

Month	Year	Type	Status	Payment Batch	Site Name	Site Number
Sep	2020	Claim	Not Submitted		Anderson Elem School	13403
Sep	2020	Claim	Not Submitted		Bell-Graham Elementary School	44291
Sep	2020	Claim	Not Submitted		Corron Elementary School	50387
Sep	2020	Claim	Not Submitted		Davis Primary School	13404
Sep	2020	Claim	Not Submitted		Ferson Creek School	13411
Sep	2020	Claim	Not Submitted		Lincoln Elem School	13405
Sep	2020	Claim	Not Submitted		Munhall Elem School	13407
Sep	2020	Claim	Not Submitted		Norton Creek Elementary School	50386
Sep	2020	Claim	Not Submitted		Richmond Intermediate Sch	13408
Sep	2020	Claim	Not Submitted		Thompson Middle School	13401

1 2

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Organization: Anderson (Item: School) Type: Claim
 Account: 00000000000000000000 Status: Not Submitted
 Program Year: 2023 Program: NSLP
 Expense: 18 Charles C. B. 000

New Claim

Daily Meal Counts

Claim
 Calendar Year: 2023
 Calendar Month: 9

Quick Links
[Go to Claim](#)
[Cancellation Detail](#)

Version
 Selected Date:
 Year Date:

Meal Counts

Daily Totals

Program Daily Meal Counts

- School Breakfast Servers Used (52%)
- National School Lunch Less than 60% Eligible (9%)

Open All

Program: School Breakfast

Day	Meal	Program	Free	Reduced	Paid
1	Breakfast	School Breakfast	Free	Reduced	Paid
2	Breakfast	School Breakfast	Free	Reduced	Paid
3	Breakfast	School Breakfast	Free	Reduced	Paid
4	Breakfast	School Breakfast	Free	Reduced	Paid
5	Breakfast	School Breakfast	Free	Reduced	Paid
6	Breakfast	School Breakfast	Free	Reduced	Paid
7	Breakfast	School Breakfast	Free	Reduced	Paid
8	Breakfast	School Breakfast	Free	Reduced	Paid
9	Breakfast	School Breakfast	Free	Reduced	Paid
10	Breakfast	School Breakfast	Free	Reduced	Paid
11	Breakfast	School Breakfast	Free	Reduced	Paid
12	Breakfast	School Breakfast	Free	Reduced	Paid

Meal Counts

Daily Totals

Program Daily Meal Counts

✓ National School Lunch Less than 60% Eligible (9%)

Day	Meal	Program	Free	Reduced	Paid
6	Lunch	National School Lunch	Free	Reduced	Paid
7	Lunch	National School Lunch	Free	Reduced	Paid
8	Lunch	National School Lunch	Free	Reduced	Paid
9	Lunch	National School Lunch	Free	Reduced	Paid
10	Lunch	National School Lunch	Free	Reduced	Paid
13	Lunch	National School Lunch	Free	Reduced	Paid
14	Lunch	National School Lunch	Free	Reduced	Paid
15	Lunch	National School Lunch	Free	Reduced	Paid
16	Lunch	National School Lunch	Free	Reduced	Paid
17	Lunch	National School Lunch	Free	Reduced	Paid
21	Lunch	National School Lunch	Free	Reduced	Paid
22	Lunch	National School Lunch	Free	Reduced	Paid
23	Lunch	National School Lunch	Free	Reduced	Paid
24	Lunch	National School Lunch	Free	Reduced	Paid
27	Lunch	National School Lunch	Free	Reduced	Paid
28	Lunch	National School Lunch	Free	Reduced	Paid
29	Lunch	National School Lunch	Free	Reduced	Paid
30	Lunch	National School Lunch	Free	Reduced	Paid
31	Lunch	National School Lunch	Free	Reduced	Paid
			0	0	0

Save and Continue

2024 BOOKKEEPERS CONFERENCE
 March 15, 2024 | Rolling Meadows, Illinois



Organization: Teutopolis High School [10129]
RCDT: 03-025-0500-26
Program Year: 2014
Sponsor: Teutopolis CUSD 50

Type: Claim
Status: Draft
Program: NSLP



New Claim

☒ Check for Errors ☐ Show All Edits

Daily Meal Counts

Claim

Calendar Year: 2014
Calendar Month: 1

Quick Links

[Site Claim Summary](#)
[Site Claims](#)
[Participation Detail](#)

Version

Selected Claim:

Current Jan 2014 Claim - Draft - 02/13/2014

Meal Counts

Statistics

Statistics

National School Lunch

<input checked="" type="checkbox"/> Enrollment	75
<input checked="" type="checkbox"/> ADA	68
<input checked="" type="checkbox"/> Free Eligible	45
<input checked="" type="checkbox"/> Reduced Eligible	18
<input checked="" type="checkbox"/> Paid Eligible	12

Previous

Save and Continue

2024 BOOKKEEPERS CONFERENCE

March 15, 2024 | Rolling Meadows, Illinois



Version

Selected Claim:
Current Jan 2014 Claim - Draft - 02/13/2014

Meal Counts

Statistics

Claim Summary

Please review your completed claim prior to submission.

Site Information

Teutopolis High School

Claim Data

Claim Month

Days of Operation

Days Claimed

Claim Source

Updated: amyjohn

Jan 2014

01/05/2014 - 01/21/2014

11

Sponsor

Status

Type

Date Received

Date Approved

Draft

Claim

Meals

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free

204

National School Lunch - Lunch

Less than 60% Eligible

Free

Reduced

Paid

204

127

39

Statistics

National School Lunch

Days Claimed

Enrollment

ADA

11

75

68

Eligibles

National School Lunch

Free

Reduced

Paid

45

18


12

Previous

Submit Claim

2024 BOOKKEEPERS CONFERENCE

March 15, 2024 | Rolling Meadows, Illinois



Saved Successfully.

☒ Check for Errors ☐ Show All Edits

Daily Meal Counts

Claim

Calendar Year: 2014
Calendar Month: 1

Quick Links

- [Site Claim Summary](#)
- [Site Claims](#)
- [Participation Detail](#)
- [Sponsor Claim Summary](#)

Version

Selected Claim:
Jan 2014 Claim - Unconsolidated -

Meal Counts






Statistics

Claim Summary

Select Destination

Close

Claim was saved successfully.

-  Return To Claim
-  Next Site Claim
-  Site Claim Summary
-  Sponsor Claim Summary
-  Return to the home screen.

Days Claimed	01/21/2014	Date Received	02/13/2014
	11	Date Approved	02/13/2014

Unconsolidated Claim

2024 BOOKKEEPERS CONFERENCE

March 15, 2024 | Rolling Meadows, Illinois



NSLP Sponsor Claim

Quick Links

[Site Claims](#)
[Claim Rates](#)

Version

Current Jan 2014 Claim - Draft - 02/13/2014

Please review your completed claim prior to submission.

Sponsor Information

Teutopolis CUSD 50

Claim Data

Claim Month	Jan 2014	Status	Draft
Days of Operation	01/06/2014 - 01/21/2014	Type	Claim
Days Claimed	11	Date Received	
Claim Source	Sponsor	Date Approved	
<small>Updated: amyoyan</small>			

Sponsor Notes

⚠️ 1 site(s) included out of 3 sites approved
National School Lunch - 1 site(s)
Illinois Free Lunch - 1 site(s)

Meals

Illinois Free Lunch - Lunch		National School Lunch - Lunch	
Illinois Free Lunch		Less than 60% Eligible	
Free	204	Free	204
		Reduced	124
		Paid	39

Statistics

National School Lunch

Days Claimed	11
Enrollment	75
ADA	68

Eligibles

National School Lunch

Free	45
Reduced	18
Paid	12

Submit







2024 BOOKKEEPERS CONFERENCE


March 15, 2024 | Rolling Meadows, Illinois



Organization: Teutopolis CUSD 50
RCDT: 03-025-0500-26
Program Year: 2014

Type: Claim
Status: Approved
Program: NSLP


Saved Successfully.

NSLP Sponsor Claim

Quick Links

[Site Claims](#)
[Claim Rates](#)

Version
Jan 2014 Claim - Approved - 02/13/2014

Claim Analysis

Payment Category	Class Earned	Reimb Claimed YTD	Prior Paid YTD	Paid This Claim
Illinois Free Breakfast & Lunch 2014	10.20	447.95	437.75	10.20
National Lunch	944.38	34,717.62	33,773.54	944.38
Special Milk	0.00	99.64	99.64	0.00

Sponsor Information
[Teutopolis CUSD 50](#)

Claim Data

Claim Month	Jan 2014	Status	Approved
Days of Operation	01/06/2014 - 01/21/2014	Type	Claim
Days Claimed	11	Date Received	02/13/2014
Claim Source	Sponsor	Date Approved	02/13/2014

Updated: 2/13/2014

free Lunch - 1 site(s)

Certify

Close

I certify that to the best of my knowledge and belief this claim is true and correct in all respects, that records are available to support this claim, that it is in accordance with the terms of the existing agreement(s), and that payment therefore has not been received. Records to support all data reported on this claim must be maintained for three years plus the current year, unless an audit is pending. I understand that this information is being given in connection with the receipt of federal funds and that deliberate misrepresentation may subject me to prosecution under applicable state and federal criminal statutes.

[Agree](#) [Cancel](#)





WINS Dashboard

Program Year: 2020 Program: School Nutrition Programs

✓ Your application is complete.

Alerts [-]

No Sponsor alerts. Please use the Show Existing Site Alerts link below.

! Show existing site alerts

Comments/Notes [-]

No Sponsor notes. Please use the Show Existing Site Notes link below.

! Show existing site notes

+ St Charles CUSD 303 (31-045-3030-26)

+Add Contact
+Add Address

Export

Sponsor Tasks Sponsor Applications & Participation Site Applications Claims & Monitoring Sponsor Info

Monitoring Summary

Program	Review Type	Program Year	Status	Status Date	Monitor
SNP	Administrative	2020	Cancelled	5/8/2020	Hansen
SNP	Administrative	2017	Cancelled	9/17/2019	Hansen
SNP	Administrative	2014	Cancelled	1/15/2020	Hansen

Sponsor Claims

Month	Year	Type	Status	Payment Batch	Site Claims
✓ Aug	2019	Claim	Sent to FRIS	7	Site Claims
✓ Sep	2019	Claim	Sent to FRIS	11	Site Claims
✓ Oct	2019	Claim	Sent to FRIS	20	Site Claims
✓ Nov	2019	Claim	Sent to FRIS	27	Site Claims
✓ Dec	2019	Claim	Sent to FRIS	34	Site Claims
✓ Jan	2020	Claim	Sent to FRIS	40	Site Claims
✓ Feb	2020	Claim	Sent to FRIS	46	Site Claims
✓ Mar	2020	Claim	Sent to FRIS	50	Site Claims
✓ Jun	2020	Money Only Adjustment	Sent to FRIS	69	Site Claims

2024 BOOKKEEPERS CONFERENCE
March 15, 2024 | Rolling Meadows, Illinois



Organization: St Charles CUSD 303 Type: Claim
RCDE: 31-045-3030-26 Status: Approved
Program Year: 2020 Program: SNP

Saved Successfully.

SNP Sponsor Claim

Quick Links

Version

Site Claims
Claim History

Feb 2020 Claim - Approved - 03/18/2020

Claim Analysis

Program Category	Claim Period	Balance Claimed YTD	Balance Paid YTD	Paid This Claim
National Breakfast 2019	0.00	71,843.57	71,843.57	0.00
National Lunch 2019	0.00	636,422.80	636,422.80	0.00
Illinois Free Breakfast & Lunch	624.48	3,907.28	3,278.80	624.48
National Breakfast 2020	7,782.57	54,174.76	36,382.18	7,782.57
National Lunch 2020	58,798.94	278,883.14	220,184.20	58,798.94

St Charles CUSD 303 (31-045-3030-26)

Claim Data

Claim Month: Feb 2020
Days of Operation: 03/03/2020 - 02/27/2020
Days Claimed: 18
Claim Source: Sponsor
Last Updated: Forward

Status: Type
Date Received: 03/18/2020
Date Approved: 03/18/2020
Submitted By: Forward

Approved
Claims:
03/18/2020

Sponsor Notes

(1) site(s) included out of 15 sites approved:
Illinois Free Breakfast - 5 site(s)
School Breakfast - 5 site(s)
National School Lunch - 13 site(s)
Illinois Free Lunch - 13 site(s)

Meals

Illinois Free Breakfast - Breakfast

Illinois Free Breakfast

Free 3115

School Breakfast - Breakfast

Severe Need

Free 3115
Reduced 279
Paid 1307

Illinois Free Lunch - Lunch

Illinois Free Lunch

Free 12497

National School Lunch - Lunch

Less than 60% Eligible

Free 12497
Reduced 1240
Paid 23682

Statistics

Number of sites 13

School Breakfast

Days Claimed 18
Enrollment 3874
ADA 3702

National School Lunch

Days Claimed 18
Enrollment 7542
ADA 6948

Eligibles

School Breakfast

Free 778
Reduced 90
Paid 3121

National School Lunch

Free 1909
Reduced 118
Paid 8327



Paid This Claim

0.00

0.00

624.48

7,782.57

58,798.94

2024 BOOKKEEPERS CONFERENCE

March 15, 2024 | Rolling Meadows, Illinois



Resources

School Nutrition Programs Administrative Handbook - <https://www.isbe.net/Pages/SchoolNutritionAdminHandbook.aspx>

WINS Claim Instruction Manuals:

NSLP –

SFSP -

Claims, claiming system, payments and disbursements:

FUNDING AND DISBURSEMENTS DIVISION

Illinois State Board of Education

100 N. First St. E-320

Springfield, IL 62777-0001

Phone: (217) 782-5256

Fax: (217) 782-3910

Website:

Applications, program requirements and rules:

NUTRITION DIVISION

Illinois State Board of Education

100 N. First St. W-270

Springfield, IL 62777-0001

Phone: (800) 545-7892 or (217) 782-2491

Fax: (217) 524-6124

Email: cnp@isbe.net

Website:



**Illinois
State Board of
Education**

2024 BOOKKEEPERS CONFERENCE

March 15, 2024 | Rolling Meadows, Illinois



Additional Resources

USDA Foods and Department of Defense Fresh Fruits and Vegetable Program:

FOOD DISTRIBUTION PROGRAM

Illinois State Board of Education

100 N. First St. W-270

Springfield, IL 62777-0001

Phone: (800) 545-7892 or (217) 782-2491

Fax: (217) 782-4550

Email: cnp@isbe.net

Website:

Community Eligibility Provision (CEP) and Provisions 1, 2 & 3

- USDA's Community Eligibility Provision Planning and Implementation Guide - <https://www.isbe.net/Documents/cep-plan-implement-guidance1601.pdf>
- Household and Income Form (ISBE 69-72)

English -

Spanish -



2024 BOOKKEEPERS CONFERENCE

March 15, 2024 | Rolling Meadows, Illinois



Questions and Answers
We thank you for your time!

2024 BOOKKEEPERS CONFERENCE

March 15, 2024 | Rolling Meadows, Illinois



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St. Charles CUSD 303
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2024 BOOKKEEPERS CONFERENCE

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