

Dear Parents,

The United States Department of Agriculture regulations require that substitutions and modifications in school meals be made for children whose disabilities restrict their diets. Substitutions to the meal pattern, or modifications to a food item, are required for those students with disabilities who are unable to consume the regular program meals.

If you are requesting any special dietary requests for your child for next school year, contact the office to receive the appropriate forms. Please take the forms to your family physician to have them completed. Please make sure that your child's forms are sent back to the school office as soon as possible. Once our office receives any special requests, we will contact you to set up a meeting to discuss your child's needs.

If you have any questions, please contact Missy Eggert at 218-338-4079, ext 402.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) [found online](#) at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
(2) fax: (202) 690-7442; or
(3) email: program.intake@usda.gov
This institution is an equal opportunity provider.