



**LIBERTY COUNTY
SCHOOL SYSTEM**

Providing students an education which promotes excellence, good citizenship, and a love of learning

SUPERINTENDENT OF SCHOOLS
Dr. Franklin D. Perry

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Dear Parent/Guardian:

The Liberty County School Nutrition Program regulations require that meals offered in the schools meet the meal patterns identified in the program regulations. Food substitutions may be made for medical or special dietary needs on a case-by-case basis if supported by a statement signed by a recognized medical authority. A recognized medical authority may include physicians, physician assistants, or nurse practitioners.

The attached *Authorization for Meal Modification* form contains the required information needed to accommodate your child. Please have your medical authority complete and return it to your child's school principal. Should your child's Meal Modifications change, have your medical authority complete and return a new *Authorization for Meal Modification* form and return it to your child's school principal.

Your child's health is very important to us. The School Nutrition Program utilizes the Offer vs. Serve meal service at our elementary, middle, and high schools (Pre-K not included). This means your child may be able to make choices for his meal and choose something else he is not allergic to. We will make every attempt to accommodate your child's dietary needs; however, if your child requires a special dietary item, we do not have on grocery bid, you may need to supply a particular item(s). Menus are available for review by parents and students on the district's website. In addition, elementary students are provided with hard copies. By reviewing the menus provided parents and students can decide if they would like to make accommodations for meals from home.

Feel free to call if you have any questions at 876-2162.

Sincerely,
School Nutrition Director
Stephanie Fox

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or

2. fax:

(833) 256-1665 or (202) 690-7442; or

3. email:

program.intake@usda.gov

This institution is an equal opportunity provider.