

Burnsville-Eagan-Savage  
Food and Nutrition Services  
200 W Burnsville Parkway  
Burnsville, MN 55337

## Notice related to Special Dietary Accommodations

August 31, 2020

Dear Parent/Guardian,

If a student has one or more disabilities restricting their diet, Burnsville-Eagan-Savage School District Food and Nutrition Services staff will work with families to make reasonable accommodations to meals served at school. A disability may include celiac disease or severe food allergies which can cause life-threatening (anaphylactic) reactions. Only a licensed Medical Doctor, Physician's Assistant, or Certified Nurse Practitioner can determine if a disability exists. Requests related to personal or religious preferences do not constitute a disability as defined by law. When situations such as food intolerances, personal or religious preferences exist, Food and Nutrition Services staff will work with families to make food selections within existing menus.

### The following process has been developed for families seeking special diet accommodations:

#### 1. Submit a Special Diet Statement:

- A parent/guardian can obtain a Special Diet Statement from the School Nurse or the school district website within 'Health Services' ([www.isd191.org/health-services](http://www.isd191.org/health-services)). The top portion of the statement is to be completed by a parent/guardian. The remaining portion **must** be completed by the student's licensed, medical physician (Medical Doctor, Physician's Assistant, or Certified Nurse Practitioner). Forms completed by a chiropractor or other professional not specified previously, cannot be accepted as defined by law.
- Once completed, the Special Diet Statement must be faxed or emailed to the Assistant Food Service Director - Fax: 952-707.2002; Email: [glpearson@isd191.org](mailto:glpearson@isd191.org)

#### 2. Verification of Special Diet Statement:

- No diet accommodations will be made until the Special Diet Statement is approved by the Food and Nutrition Services office, applicable kitchen staff training occurs, and necessary foods are available.
- The Special Diet Statement will be assessed for qualification and adequacy of medical direction by the Food and Nutrition Services office. The Special Diet Statement may be rejected and returned to the parent if it is missing information or documentation. Parents/guardians may sign a voluntary authorization located on the back of the form. This allows Food and Nutrition Services to contact the physician if further information or clarification is needed.

#### 3. Approved Special Diet Statement:

- If the special diet statement is approved, the Assistant Food Service Director will contact the school's Food Service Manager to notify him/her of the diet accommodations. The Food Service Manager will then contact the parent/guardian to establish a start date for the accommodated meals.

#### 4. Meal Preparation and Planning (Daily Breakfast and Weekly Lunch Menus):

- The following menus will be prepared if your student has one or multiple allergens and/or intolerances:

<b>Monday - Friday</b>
Rice Chex & Cheerios Assorted Fruit Assorted Fruit Juice Milk (or milk substitute)

Rice and Oat cereals may vary based on availability.

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Chicken Drumstick Brown Rice Green Beans Fresh or Steamed Carrots Assorted Fruit Milk (or milk substitute)	Hamburger Patty Scoops Tortilla Chips Salsa Romaine Lettuce Fresh Tomatoes Garbanzo Beans Assorted Fruit Milk (or milk substitute)	Deli Turkey Slices Brown Rice Romaine Lettuce Fresh Tomatoes Fresh Vegetables Assorted Fruit Milk (or milk substitute)	Chicken Drumstick Brown Rice Fresh or Steamed Broccoli Fresh Vegetables Assorted Fruit Milk (or milk substitute)	Hot Dog Scoops Tortilla Chips Salsa Peas Assorted Fruit Milk (or milk substitute)

- Parents/guardians or students can view the Allergen Free menus at [www.isd191.nutrislice.com](http://www.isd191.nutrislice.com). Parents/Guardians or students are asked to print the monthly menu, circle the days the student plans to eat breakfast and lunch, and provide a copy to the kitchen staff 7 days prior to the start of each month.
- If your student has only a peanut/tree nut allergy or gluten intolerance the Asst. Food Service Director will contact the parent/guardian to discuss food options within existing breakfast and lunch menus

**5. Service of Special Diet Meals:**

- While preparing the student’s special diet meal, the kitchen staff will minimize risk of cross contamination by cleaning and sanitizing work station prior to meal preparation and wearing new and clean gloves.
- Special diet meals will be stored separately from other food to prevent cross contamination.
- Students will have the option of selecting fruits, vegetables, and or condiments from the serving line or have them pre-portioned. The student or parent/guardian must discuss serving preferences with the kitchens Food Service Manager

**6. Unexpected Absences:**

- If the parent/guardian or student has previously indicated they planned to eat breakfast and or lunch and will now be absent or doesn't plan to eat, we would appreciate the parent/guardian or student to notify the kitchen staff verbally or via email 2 hours prior to meal service.
- If repetitive unexpected absences occur after meals have been prepared, the parent/guardian will be contacted to discuss the situation. Adult meal prices may be charged.

Your student’s safety is our number one priority. We want students to enjoy their meal without the food safety concerns. If you have any questions regarding special diet requests, please contact your school nurse or Food and Nutrition Services at 952-707-2030.

Sincerely,

Genevieve Pearson  
Assistant Food Service Director