

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating our students to reach their full potential

Series Number 710.2.4AR Adopted November 2018 Revised _____

Title Meal Substitution Requests

1. **Reasonable Meal Substitutions Related to a Disability** - The school district will make reasonable substitutions to school meals on a case-by-case basis for students who are considered to have a disability that restricts their diet.
 - 1.1 Parents, guardians or adult students wishing to request reasonable substitutions to school meals based on a disability should first contact their school nurse, who will ask the parent, guardian or adult student to complete District Procedure 710.2.4P, Meal Substitution Request Form.
 - 1.2 The meal substitution request form must be completed and signed by, or supported by a signed written statement from, a licensed physician, physician assistant, or an advanced practice registered nurse, such as a certified nurse practitioner.
 - 1.3 Once completed, the form should be submitted to the school nurse. If the student's meal substitution request involves a life-threatening allergy, the school nurse will work with the parent, guardian or adult student to complete other appropriate health-related school forms.
 - 1.4 The school nurse will forward the completed form to the school's Food and Nutrition Services manager, who will contact the parent, guardian or adult student to discuss the request in more detail, including seeking clarification regarding the request, if necessary.
 - 1.5 The school district is not required to provide the exact substitution or modification requested but will work with the parent, guardian or adult student to offer a reasonable modification that effectively accommodates the student's disability.
 - 1.6 In some circumstances, the student's eligibility for a Section 504 plan should be considered, as more fully detailed in District Regulation 503.6.1AR, Section 504 Process for Students.
2. **Substitution Requests Not Related to a Disability** - The district is not required to accommodate special dietary requests that do not constitute a disability, including requests related to religious or moral convictions or personal preference.
3. **Requests for Lactose-reduced Milk** – Without the signature of a health professional, a parent, guardian or adult student may provide a written request for lactose-reduced milk if a student is lactose intolerant.

References: - Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794
- Administrative Regulation 503.6.1AR, Section 504 Process for Students
- Procedure 710.2.4P, Meal Substitution Request Form
- Procedure 506.2.3P, Student Allergy Information