

October 18, 2021

Dear Families,

At Pinecrest Academy of Nevada, we know the importance of school meals in fueling both healthy minds and bodies. Even though school meals may look a little different during School Year 2021-2022, please know that your school nutrition team is working hard to ensure students have safe, nutritious, and appealing meals. Today, I am writing to share how our district is working to overcome food supply and labor challenges related to the Coronavirus (COVID-19) public health emergency so that students continue to receive school meals.

At times, our school district may not receive expected food orders due to labor shortages (such as delivery drivers) and limited product availability (for example, discontinued products or not enough of a specific type of product). As a result, your school may need to make last-minute changes to the menu or substitute a different brand of a food product. We know that students have favorite menu items and are working hard to provide them whenever possible. We are also thinking ahead to identify alternative food items that are nutritious and appealing for the students.

If your student has food allergies or a special dietary need, be assured that meeting these needs and keeping your student safe remains a priority for us, and we will continue to provide meal modifications. If your student requires a meal modification, please make sure to have your doctor complete a Diet Modification Form, available on our website or from your student's campus. If you have questions or concerns about how your student's food allergies or special dietary needs will be managed during these supply chain shortages, please contact the kitchen manager at your student's campus.

We appreciate your patience, flexibility, and understanding as we work to provide school meals in a challenging and changing environment.

Sincerely,

Lora Flitton
NSLP Coordinator
Pinecrest Academy of Nevada

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: [How to File a Complaint](#), 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: (833) 256-1665 or (202) 690-7442
3. Email: program.intake@usda.gov.

This institution is an equal opportunity provider.