



85 Delaware Avenue  
P.O. Box 248  
Andes, New York 13731

Telephone: (845) 676-3166

Fax: (845) 676-3181

[www.andescentralschool.org](http://www.andescentralschool.org)

Assistant Principal  
Samantha Candreva

Superintendent  
Brigid Collins, Ed.D.

Building Principal  
Chris Aguirre

3/24/25

### Dear Parents and Guardians,

We want to ensure that every student at **Andes Central School** is safe, supported, and cared for—especially regarding something as essential as their meals.

If your child has a disability affecting their eating ability or requires specific dietary accommodations, you can request a **meal modification**. This includes conditions that impact major life activities (like eating, breathing, or learning) or major bodily functions (such as the digestive or immune system). Many food allergies may also fall under this category. Here's what you need to know:

- **Meal modifications** are available **at no extra cost** and will be determined based on your child's needs.
- A **medical statement** from a state-licensed healthcare provider is required to outline the dietary restriction and recommended accommodations. A specific diagnosis isn't necessary, but the statement must describe how your child's condition impacts their diet.
- Although the modification may not be exactly what you requested, it will be a reasonable accommodation based on your child's needs.

You can find more detailed information about meal modifications:

- During **student registration**
- On the **district website**
- Or by requesting it directly from a **teacher or building principal**

If you'd like to request a meal modification, please send the completed Meal Modification form which can be found in our Meal Modification Plan document (available by request or in our online materials) to the **school nurse** at your child's school.



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### What if My Request Is Denied?

If the school determines it cannot accommodate a specific request, you have the right to **appeal** the decision.

- Start by contacting the Andes Central School Building **Principal**. They will do their best to resolve the concern promptly and fairly.
- If that person cannot resolve this, you may request an **impartial hearing**. This hearing will include reviewing all records and presenting your case.
- After the hearing, you'll receive a written decision explaining the outcome.

We are here to support your child's health and well-being. If you have any questions or would like help starting the meal modification process, please don't hesitate to contact your child's school nurse or building principal.

Sincerely,

A handwritten signature in dark ink, appearing to read "Chris Aguirre", is written over a light gray, stylized mountain peak graphic that is part of the school's branding.

**Chris Aguirre**  
**Principal,**  
**Andes Central School**

### USDA Nondiscrimination Statement

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 based on race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

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To file a program discrimination complaint, a Complainant should complete Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at <https://www.usda.gov/sites/default/files/documents/ad-3027.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:

**Mail:**

U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or

**Fax:**

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

**Email:**

[Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

This institution is an equal opportunity provider.