

Cafeteria Menu Adjustment Proposal

Date: [Insert Date]

To: [Recipient's Name]

Position: [Recipient's Position]

School: [School Name]

Address: [School Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose adjustments to the current cafeteria menu at [School Name] to better align with the nutritional needs and preferences of our students.

Proposed Changes

- Inclusion of more vegetarian and vegan options to accommodate dietary restrictions.
- Increased availability of fresh fruits and vegetables in every meal.
- Reduction of processed foods and sugary snacks.
- Seasonal menu changes to incorporate local produce.

Rationale

These adjustments aim to enhance student health and learning through improved nutrition. Research indicates that a balanced diet is crucial for academic performance and overall well-being.

Next Steps

I would appreciate the opportunity to discuss this proposal in further detail. Please let me know a convenient time for us to meet.

Thank you for considering this important initiative for our students.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]