

ALTERNATIVE EDUCATIONAL SERVICES PROCEDURES

Students who are suspended are entitled to alternative educational services under Minnesota Statutes section 121A.41, subdivision 10. A student who is suspended for more than 5 school days is entitled to alternative educational services that will allow the student to progress toward meeting graduation requirements. Saint Paul Public Schools (SPPS) is committed to ensuring that students have legally mandated alternative educational services available to them during periods of dismissal. Generally, SPPS provides services according to the following schedule:

Length of Suspension	Services Provided	School administrator responsibility	Parent/guardian responsibility
up to 5 school days	Current classroom work and homework will be made available, if possible	Arrange for collection of classroom work and homework from teachers	Pickup classroom work and homework from school administrator or arrange to have it mailed to home Return completed work upon student's return to school
6 to 10 school days	Current classroom work and homework will be made available no later than the 6 th school day of suspension	Arrange for collection of classroom work and homework from teachers	Pickup classroom work and homework from school administrator or arrange to have it mailed to home Return completed work to school administrator
up to 15 school days (only pending expulsion, consideration of administrative transfer, or when student constitutes a substantial and immediate danger)	Homebound services must be arranged <i>to begin</i> no later than the 11 th school day	Arrange for homebound services <i>as soon as</i> a determination has been made to refer student for expulsion or administrative transfer, or if the zero tolerance policy applies	Assist school administrator in establishing a schedule for the delivery of homebound services

This schedule does not preclude school administrators from providing different alternative educational services that allow the student to progress toward meeting graduation requirements. The school principal is responsible for ensuring that the school attempts to provide required alternative educational services. Parents/guardians also have the responsibilities set forth above. Parents who have concerns about the school's compliance with these procedures should contact the school principal or the area superintendent promptly.

Additional information related to special education students: SPPS may have additional obligations to special education students that are not explained here. For more information about the rights of special education students, see the Procedural Safeguard Notice *Parental Rights for Public School Special Education Students* at http://specialed.spps.org/Family_Resources.html or contact the school principal, your student's case manager, or the special education director at 651-767-8100.