

GORDON PARKS HIGH SCHOOL SPECIAL EDUCATION REFERRAL PROCESS

Gordon Parks High School is a small alternative high school for students who are seeking an alternative path to graduate. Student must meet one of the MN State Area Learning Center criteria (MN Statute 124D.68 Graduation Incentives Program) to be eligible to enroll at Gordon Parks. (See GPHS Referral Form). Having an IEP is NOT one of the criteria.

- The school day is 8:30 AM – 3:00 PM
- There is no SPPS transportation to Gordon Parks
- If eligible, student receive a Metro Transit card for transportation
- There is no Federal Setting 3 program at Gordon Parks High School
- Students should not have special transportation or para support on their IEP
- Student must be in grade 11 or 12
- There is a 3 week grading and enrollment cycle; students must attend an orientation offered on Wednesdays

Procedures for enrolling at Gordon Parks if a student has an IEP:

If student has been out of SPPS more than 3 months OR are new to SPPS, (not counting summer), the student should go to the Student Placement Center at 2102 University Ave. Student Placement staff will notify Gordon Parks Building Special Education Coach of any SPED placements.

If student attended a Saint Paul Public School within the last 3 months, (not counting summer), the following procedures should be followed:

1. The IEP Case Manager from the home school should set up an IEP meeting to discuss the change of placement.
2. The High School Building Special Education Coach must attend the IEP meeting to determine whether Gordon Parks is an appropriate placement
3. If the High School Building Special Education Coach supports the change of placement to Gordon Parks, the High School Building Special Education Coach will forward the referral form to the Gordon Parks Building Special Education Coach. The IEP and Evaluation MUST be updated and current.
4. Once steps 1-2 are completed, student calls Gordon Parks to sign up for an orientation. Orientation is held weekly on Wednesday, at 9:15 AM. If student arrives past 9:30 AM they will need to return the next Wednesday.

*The IEP Team may need to consult with the Gordon Parks Special Education teachers if there are questions about the placement decision.