



4.30.031-AD Alternative Instructional Program Placement

- (1) The district shall inform all parents or guardians of alternative educational services available to students by such means as a statement in the "Handbook on Student Responsibilities, Rights, and Discipline" or in a separate brochure.
- (2) Principals must notify students in writing of the availability of appropriate and accessible alternative programs of instruction and instruction combined with counseling in the following situations:
 - (a) For students whose educational needs and interests would best be served by participation in an alternative education program;
 - (b) When the student's attendance is so erratic that the student is not benefiting from the educational program;
 - (c) Second or subsequent occurrence within any three consecutive academic school year period of a severe discipline problem requiring "Suspension Pending Possible Expulsion" or "Mandatory Expulsion/Mandatory Suspension Pending Possible Expulsion" (Level 4 or 5);
 - (d) When the district is considering expulsion as a disciplinary alternative;
 - (e) When the student is expelled;
 - (f) When an emancipated minor, parent or legal guardian applies for a student's exemption from compulsory attendance on a semiannual basis as provided in Board policy 4.10.010-AD, Compulsory Enrollment and Attendance;
 - (g) When the student has failed to make adequate progress toward meeting state and local district standards and has received school-based intervention services and when placement in an alternative learning environment would enhance the student's ability to achieve at standard levels.
 - (h) The notification must also be provided to the parent or guardian in writing by personal delivery or certified mail.
 - (i) When the parent or guardian's language is other than English, the district must provide notification in a manner that the parent or guardian can understand.

- (3) If the principal, with the approval of the administrator in charge of alternative education, recommends a student in situations (a), (b), (c) or (d) above for placement in an alternative education program, that student is eligible for district or non-district placement. Students in situation (e) are eligible only for non-district programs. Students in situation (f) are eligible for district programs or non-district programs not funded by the district. Students in situation (g) may be placed in alternative learning options.
- (4) The placement of a student with disabilities in district or non-district alternative programs may only be made after the student is referred to the Special Education Supervisor, receives an IEP Team review with recommendations for placement, receives an appropriate notification of change of placement and receives a statement of due process rights. The alternative program must be authorized to serve Special Education students.
- (5) **Procedure:**
 - (a) The principal or designee or Alternative Education Services staff meets with the student (and parent or guardian, if available), discusses and gives written notification of the following:
 - (A) The student action which is the basis for consideration of alternative education programs;
 - (B) A list of district and non-district alternative programs for which the district would provide financial support.
 - (b) The principal or designee or Alternative Education Services staff recommends appropriate and accessible alternative programs for those students whose educational needs and interests are best served by participation in such programs and who submits the recommendation, with the agreement of the student and parent or guardian whenever necessary, to the administrator in charge of alternative education for approval;
 - (c) Alternative Education Services will process the recommendation in the form of an alternative education plan and facilitate student placement in an appropriate and accessible alternative education program.
- (6) The student remains on the district student rolls for attendance purposes. Grades received at the alternative school are recorded as grades received at the referring school and the student is entitled to receive a diploma from the referring school when graduation requirements are met.

Policy Implemented: 4.30.030-P

History: Adpt. 10/79; Amd. 12/79; Amd. 11/30/91; Amd. 11/20/92 ed.; Amd. 9/01/02

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Approved:



Superintendent

9/01/02
Date