

## **Procedure for Establishment of Alternative Education Programs**

Proposals for the establishment of a new alternative education program shall be submitted in writing to the Superintendent.

“Alternative education program” means a school or separate class group designed to best serve students’ educational needs and interests and assist students in achieving the academic standards of MESD and the state.

Proposals for alternative education programs shall include the following:

1. Goals;
2. Criteria for enrollment;
3. Proposed budget;
4. Staffing;
5. Location; and
6. Assurance of nondiscrimination.

### **Advisory Committees**

1. Advisory Committees will meet no later than May to make recommendation for new, revised or deleted program options.
2. By June 1 the Advisory Committee will provide in writing their recommendation to the MESD Superintendent.

### **MESD Superintendent**

1. The MESD Superintendent will meet with Cabinet Directors by the second week of June to review any Advisory Committee recommendations.
2. The MESD Superintendent will meet with the Superintendent Council at their June meeting to review any Advisory Committee recommendations.

The Superintendent will present to the MESD Board at their December Board meeting his/her recommendation to accept, reject, or accept with modifications any requested changes.