

INDEPENDENT SCHOOL DISTRICT 196  
Rosemount-Apple Valley-Eagan Public Schools  
*Educating our students to reach their full potential*

Series Number 503.3.2.1P Adopted April 2007 Revised \_\_\_\_\_

Title Notice of Suspension, Grades K-5

**To:** \_\_\_\_\_ ( ) \_\_\_\_\_  
parent or guardian phone  
\_\_\_\_\_ address zip code

We hereby notify you that \_\_\_\_\_, \_\_\_\_\_  
student's first name, middle initial, last name grade  
has been suspended from school. The suspension will begin on the following date:  
\_\_\_\_\_ at the following time: \_\_\_\_\_. This suspension is for \_\_\_\_\_ day(s).  
During the period of suspension, the student will not be allowed on the property of  
this school or any other school in District 196. The suspended student may return to  
my office on the following date: \_\_\_\_\_ WITH/WITHOUT a parent or guardian.

\_\_\_\_\_  
Administrator's signature date ( ) phone

**Reason for suspension, evidence and student statement:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ at \_\_\_\_:\_\_\_\_\_.

**Parent of guardian notification:**

- Notification by mail, sent at the following time and date: \_\_\_\_\_  
(Required within 48 hours.)
- Contacted parent or guardian by telephone: \_\_\_\_\_  
(Reasonable efforts must be made to contact the parent as soon as possible.)
- Your child has met the criteria for a violent student behavior notification as  
required by Minnesota Statute 121A.64. A confidential notice will be sent to  
your child's teacher(s). (Only applies to certain designated behaviors.)

**Readmission plan:**

- Student may be admitted back into his or her regular classes.
- Other (specify) \_\_\_\_\_

Enclosure: Minnesota Pupil Fair Dismissal Act

Distribution: \_\_ parent or guardian \_\_ attendance office \_\_ cumulative folder \_\_ student