

**STUDENT SUSPENSION/EXPULSION PROCEDURES****A. Suspension**

1. Students may be suspended from school for up to five consecutive school days for the reasons outlined in state law and Board policy. Except as otherwise provided; a student may be suspended for up to 15 school days, if notice of an expulsion hearing has been sent.
2. Before a student is suspended, the student shall be advised of the reason for the proposed suspension. The student may be suspended when it is determined that the student is guilty of the conduct charged and the suspension is reasonably justified.
3. The student's parent/guardian shall be given prompt notice of the suspension and the reasons for the suspension.
4. The suspended student or his/her parent/guardian may, within five school days following the commencement of the suspension, have a conference with the District Administrator or designee, who shall be someone other than the principal or teacher in the suspended student's school. If the District Administrator or designee finds that the student was suspended unfairly or unjustly, the suspension was inappropriate given the nature of the offense, or that the student suffered undue consequences or penalties as a result of the suspension, reference to the suspension on the student's school record shall be expunged. Such findings shall be made within 15 days of the conference.
5. Suspended students shall be given an opportunity to make up any quarterly, semester and grading period examinations and other classwork missed during the suspension in accordance with legal requirements and the District's school attendance procedures.

**B. Expulsion**

1. The School Board may expel a student from school whenever the Board finds that the student engaged in conduct that constitutes grounds for expulsion under state law and Board policy.
2. Prior to expulsion, the Board shall hold a hearing. Written notice of the hearing must be sent to the student and, if the student is a minor, to the student's parent/guardian not less than five days prior to the hearing. The notice shall state:
  - a. The specific grounds for expulsion under state law and the particulars of the student's alleged conduct upon which the expulsion proceeding is based;
  - b. The time and place of the hearing;
  - c. That the hearing may result in the student's expulsion;
  - d. That upon request of the student and, if the student is a minor, the student's parent/guardian, the hearing shall be closed;
  - e. That the student and, if the student is a minor, the student's parent/guardian, may be represented at the hearing by counsel;
  - f. That the Board shall keep written minutes/audio recording of the hearing;
  - g. That if the Board orders the expulsion of the student, the Board Clerk shall mail a copy of the order to the student and, if the student is a minor, to the student's parent/guardian;

- h. That if the student is expelled by the Board, the expelled student or, if the student is a minor, the student's parent/guardian may appeal the Board's decision to the Department of Public Instruction (DPI);
  - i. That if the Board's decision is appealed to the DPI, within 60 days after the date on which the department receives the appeal, the department shall review the decision and shall, upon review, approve, reverse or modify the decision;
  - j. That the Board's decision shall be enforced while the DPI reviews the Board's decision;
  - k. That an appeal from the decision of the DPI may be taken within 30 days to the circuit court for the county in which the school is located; and
  - l. That the state statutes related to student expulsion are sections 119.25 and 120.13(1).
3. The hearing shall be closed at the request of the student or his/her parent guardian. The student and his/her parent or guardian may be represented at the hearing by counsel. A full record of the hearing shall be kept by the Board. Upon request, the Board shall direct that a transcript of the record be prepared and that a copy of the transcript be given to the student and, if the student is a minor, the student's parent/guardian.
4. If the Board orders the student's expulsion from school, a copy of the order must be mailed to the student, and if the student is a minor, the student's parent/guardian. The expulsion order shall include the time period for which the expulsion order will be enforced and, if applicable, any conditions for early reinstatement.
5. The expelled student, or the student's parent/guardian, may appeal the Board's decision to the State Superintendent of Public Instruction. If the appeal is made within 60 days after the date on which the State Superintendent receives the appeal, the State Superintendent shall review the decision and approve, reverse or modify the decision. The decision of the Board shall be enforced while the State Superintendent reviews the decision.
6. An appeal from the decision of the State Superintendent may be made within 30 days to the circuit court of the county in which the school is located.

**APPROVED:**     March 19, 2012  
                      **JUNE 20, 2016**