

**JDD SUSPENSION AND EXPULSION (Cf. IHEA, JBD)**

**JDD**

The board extends its authority to suspend and expel any student as authorized by law to the following certified personnel or committee thereof: superintendent, a principal of an attendance center and/or assistant principal. The board includes as policy the student handbooks of the various schools, and such published handbooks are a part of this policy by reference.

**APPROVED: December 13, 1982**

**REVIEWED: January 14, 2002**

**REVIEWED: April 10, 2012**

**REVIEWED AND APPROVED: January 14, 2013**

**JDD-R SUSPENSION AND EXPULSION (Cf. IHEA, JBD)**

**JDD-R**

In cases involving school behavior problems, the procedures listed below are to be followed. These procedures are listed in sequence; however, occasionally the nature of the situation may be so disruptive that each successive step may not be appropriate or required. When such a situation occurs, the student is to be referred immediately to a school administrator or his/her designated representative.

Written records of all conference and administrative actions shall be maintained.

At the first indication of a behavior problem, the teacher shall arrange for a personal and private conference with the individual student. In the event that behavior problem persists, the case shall be referred to the associate principal, counselor, assistant principal and/or principal of the appropriate school.

The person to whom the student is referred shall schedule a conference endeavoring to resolve the behavior problem. Such a conference may include the student, his/her parents, teacher, counselor, a representative from special services and the principal and his/her duty authorized administrative representative.

When results are unsatisfactory, a conference with the parents of the student shall be scheduled. The number of participants in the conference may vary with each case and be dependent upon the combined judgment of the school personnel involved in the conference.

It may be deemed necessary to adjust the student's class schedule in order to secure more desirable behavior on the part of the student. Parents will be notified when such action is taken.

When it is deemed appropriate by the principal or his/her designated representative, he/she should notify the parents of the services available in the special services department, including the services of a psychological consultant.

Any person named in accordance with policy (JDD and JDE) may make a short-term suspension, as provided by law.

When such short-term suspension is rendered during the school day, the school shall not remove the student from the school until his/her parents have been notified. In the event that the student's parents cannot be notified during regular school hours, the student shall remain under the jurisdiction of the school until the regular dismissal time.

The certificated employee making the suspension shall be responsible for contacting the student and his/her parent or legal guardian either by telephone or personal conference for the purpose of informing the student as to when he/she may return to school and the conditions governing his/her readmittance.

The principal of any school may establish appropriate requirements relating to parental or student contacts, the student's future behavior at school, opportunities for making up missed work because of suspension, and/or place the student on probation, as conditions for readmission to school. The primary responsibility for arrangements to make up work missed during the suspension period lies with the student but the teacher shall determine what constitutes a reasonable time period for completing the work.

Any person named in accordance with policy (JDD and JDE) may recommend to the superintendent that a student be suspended for an extended term or be expelled for a current school year as provided by law. Based on such recommendation, if the superintendent is of the opinion that there is probable cause to believe that such student should be suspended for an extended term or expelled then the superintendent shall cause notice to be given and hold a hearing in accordance with law.

The procedural due process requirements set forth in law shall be made a part of the hearing process and are adopted herein by reference as the standard used in all such hearings.

The hearing shall be conducted by the superintendent or his/her designated representative who has authority to make extended suspensions or expulsions in such a way as to guarantee the fundamental concepts of fair play. The superintendent shall designate a hearing officer other than himself/herself in any case in which he/she was directly or immediately involved in the initial suspension. The superintendent may designate other staff members to be present at the hearing or to serve in an advisory capacity to the person conducting the hearing.

In order to insure that adequate facilities are provided for the hearing, school personnel may, prior to the hearing, request the student and his/her parents or guardian to list the persons who will attend the hearing.

The person conducting the hearing should explain that the purpose of the administrative hearing is to review the charges and incidents upon which the proposed suspension is based and to provide opportunity for the student, his/her parents or guardian, counsel and witnesses to present other information that should be considered before a decision is made.

The superintendent or his/her designated representative shall inform the suspended or expelled student and his/her parents or guardian of the opportunities the student has for maintaining his/her school work during the period of suspension.

Before the next school term, the parents or guardians of a suspended or expelled student will be notified of the student's right to reenter for the new term.

The burden of proof in respect to the imposition of extended suspension or expulsion shall rest upon school personnel.

The board does have the power to issue subpoenas; the board, to the extent of its authority, will require the attendance at the hearing of such witnesses and school personnel as it may deem necessary or proper for the presentation of all evidence and for the rendition of a just decision.

**APPROVED: November 6, 1978**

**AMENDED: January 14, 2002**

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