

STUDENT SUSPENSION

Administrative Action

A. Probation

1. Probation is conditional suspension of a penalty for a set period of time. Probation may be imposed by the principal for infractions of school rules which do not warrant the necessity of removal from school.
2. The principal will conduct an investigation of the allegations against the student prior to imposition of probation. The investigation will include, but not be limited to, written or oral notice to the student of the allegations against the student and an opportunity to respond. Written notice and reasons for the probation will be sent to the parents/guardians.

B. In-School Suspension

1. In-school suspension is the temporary isolation of a student from one or more classes while under administrative supervision. In-school suspensions may be imposed by the principal for infractions of school rules, which are serious but which do not warrant the necessity of removal from school.
2. The principal will conduct an investigation of the allegations against the student prior to imposition of an in-school suspension.
 - a. The investigation will include, but not be limited to, written or oral notice to the student of the allegations against the student and an opportunity to respond.
 - b. In-school suspension will not be imposed for more than ten school days.
 - c. Written notice and reasons for the in-school suspension will be sent to the student's parents/guardians.

C. Out-of-School Suspension

1. Out-of-school suspension is the removal of a student from the school environment for periods of short duration. Out-of-school suspension is to be used when other available school resources are unable to constructively remedy student misconduct.
2. A student may be suspended out of school for up to five school days by a principal for a commission of gross or repeated infractions of school rules, regulations, policy or the law, or when the presence of the student will cause interference with the maintenance of the educational environment or the operation of the school. The principal may suspend students after conducting an investigation of the charges against the student, giving the student:
 - a. Oral and/or written notice of the allegations against the student, and
 - b. The opportunity to respond to those charges,

At the principal's discretion, the student may be allowed to respond to allegations and provide witnesses on their behalf.

3. Notice of the out-of-school suspension will be mailed no later than the end of the school day following the suspension to the student's parents/guardians and the superintendent. A reasonable effort will be made to personally notify the student's parents/guardians and such effort will be documented by the person making or attempting to make the contact. Written notice to the parents/guardians will include the circumstances which led to the suspension and a copy of the board policy and rules pertaining to the suspension.
4. The superintendent may extend the suspension, upon the principal's request, for total of no more than 10 days.
5. A conference will be held by the building principal with the student and his/her parent/guardian prior to readmission to school. The purpose of this conference shall be to determine the most appropriate educational program available for the student, or to consider an administrative recommendation to the board for expulsion. The conference may occur via phone depending on the severity of the incident.

D. Suspensions and Special Education Students

1. Students who have been identified as special education students may be referred for a review of the student's Individual Education Program (IEP). The IEP may be revised to include a continuum of intervention strategies and programming to change the behavior.
2. Students who have not been identified as special education students may be referred for evaluation after the student's suspension to determine whether the student has a disability and is in need of special education.

Cross Reference:	506.3	Student Photographs
	603.3	Special Education
	606.5	Student Field Trips and Excursions
	903.5	Distribution of Materials
	903.5R1	Distribution of Materials - Regulation

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