

Series 500 – Student Personnel

A. 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 do not warrant the necessity of removal from school.
2. The principal shall conduct an informal investigation of the allegations against the student prior to imposition of an in-school suspension. Such an investigation shall include, but not be limited to, written or oral notice to the student of the allegations and an opportunity to respond. In-school suspension shall not be imposed for a longer period than ten (10) school days. Written notice of the in-school suspension and the reasons shall be sent to the student's parents.

B. OUT-OF-SCHOOL SUSPENSION

1. Suspension is the removal of a student from the school environment for periods of short duration.
2. A student may be suspended for up to ten days by a principal for infraction of school rules, 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 such students after conducting an investigation of the charges against the student, giving the student:
 - a. Oral or written notice of the allegations against the student
 - b. The basis in fact for the charges
 - c. The opportunity to respond to those charges

At the principal's discretion, the student may be allowed to confront witnesses against the student, or hear witnesses in behalf of the student.

3. Notice of the suspension shall be mailed no later than the end of the school day following the suspension to the student's

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parents, the superintendent and the Board of Directors' president. A reasonable effort shall be made to notify the student's parents by telephone or personal contact, and such effort shall be documented by the person making or attempting to make the contact. Written notice to the parents shall include the circumstances involving the student which led to the suspension.

C. 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. The Individual Education Program will be revised to include a continuum of intervention strategies and programming to change the behavior.
2. A student who has been identified as a special education student may be suspended for up to ten (10) days if the presence of the student poses an immediate threat to others.
3. Students who have not been identified as special education students may be referred for evaluation after the student's second out of school suspension to determine whether the student is disabled and in need of special education.

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