

Lakeland Joint School District #272

Rusty Taylor, Superintendent of Schools

P.O. Box 39, Rathdrum, Idaho

83858 208/687-0431, ext.

1111

rusty.taylor@lakeland272.org



LJSD Vision: A community committed to academic excellence ... dedicated to student success.

NOTICE OF TEMPORARY SUSPENSION

TO: _____ CC: _____
(Parents/Guardian) (Superintendent)

RE: _____
(Student Name)

(Grade)

(Address)

(Telephone)

You are hereby notified: Pursuant to the procedures adopted by the Board of Trustees ("Board"), an informal hearing was held pertaining to the temporary suspension of the above-named student enrolled in the Lakeland Joint School District.

Reason(s) for temporary suspension: Violation of Policy 3330

Date of informal hearing: _____

Number of days suspended: _____

Date(s) of suspension: _____

Date student and parent(s)/guardian(s) were informed of the decision _____.

You have a right to a formal hearing before the Board if you believe your child has been wrongfully suspended.

A copy of this notice has been provided to the parent:

☐ In person

☐ Electronic Mail

☐ Standard Mail

☐ This student's records have been reviewed, and the **student qualifies** for services under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act.

☐ This student's records have been reviewed, and the **student does not qualify** for services under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act.

Principal

CC: Student File

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You are hereby notified: Pursuant to the procedures adopted by the Board of Trustees ("Board"), an informal hearing was held pertaining to the temporary suspension of the above-named student enrolled in **the** Lakeland Joint School District.

Reason(s) for temporary suspension: Violation of Policy 3330

Date of informal hearing: _____

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Date(s) of suspension: _____

Date student and parent(s)/guardian(s) were informed of the decision _____.

You have a right to a formal hearing before the Board if you believe your child has been wrongfully suspended.

~~We have a Uniform Grievance Policy, Policy 4120, which parents may use if they have a grievance regarding their child's suspension. This process ensures that concerns move through the required chain of command before the matter reaches the Board. If we choose not to use Policy 4120 for these types of grievances, we will need to develop formal procedures for~~

parents should we move forward with this new approach.

There are several important questions that would need to be addressed:

- What is the expected timeframe for the grievance process?
- Would we refrain from suspending the student until the Board reviews the administrative recommendation, or would the Board hearing occur after the suspension has already been issued?
- Is there a minimum number of suspension days a student must receive before they may request a Board hearing?

These and other considerations will need to be resolved before moving in this direction.

If you believe your child has been wrongfully disciplined, please refer to LJSB's Uniform Grievance Procedure, 4120: Procedure to Address Concerns. This process follows the chain of command, starting with the building principal, then escalating to the Superintendent and/or school board, if necessary.

You are further notified that after completion of a threat assessment, the Superintendent may impose an additional ten (10) day suspension. In the event the Board determines the immediate return of the temporarily suspended student would be detrimental to other students' health, welfare, or safety, the Board may impose an additional five (5) day suspension. You will be informed in the event additional suspensions are imposed.

I also recommend removing all check boxes. They create confusion for both principals and parents. Simplifying and clarifying the form will make the process much easier to understand and follow.

(I recommend taking out any boxes to check, or any language regarding threat assessments as *most* of the time this form is used it is not related to a threat assessment)

Due process procedures (identified in Policy 3330):

☐ No or Low Level Threat—

- ☐ ~~Mid Level Threat~~
- ☐ ~~High Level Threat~~
- ☐ **Threat Assessment Needed**

~~If a threat assessment is needed, then after completion of the threat assessment, the Superintendent may impose an additional ten (10) day suspension. If necessary, the Board may impose an additional five (5) day suspension prior to a formal hearing for any student subject to expulsion.~~

~~What if we don't complete a threat assessment on a student? Does that mean the superintendent can only issue the additional 10 day suspension if a threat assessment is completed? Not all, if not most, incidents require a threat assessment, but the superintendent may still need to suspend the student if an expulsion hearing is being recommended.~~

~~In rare cases, additional time may be needed to further investigate an incident, such as completion of a threat assessment. In that case, or if it is determined that the return of the student would be detrimental, the Superintendent may impose an additional ten (10) day suspension. If necessary, the Board may impose an additional five (5) day suspension prior to a formal hearing for any student subject to expulsion.~~

~~You have a right to a formal hearing ~~before the Board~~ if you believe your child has been wrongfully suspended.~~

A copy of this notice has been provided to the parent:

- ☐ In person
- ☐ Electronic Mail
- ☐ Standard Mail

- ☐ This student's records have been reviewed, and the **student qualifies** for services under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act.
- ☐ This student's records have been reviewed, and the **student does not qualify** for services under the Individuals with Disabilities Education Act or Section

504 of the Rehabilitation Act.

Principal

CC: Student File

