Expulsion Process Flow Chart

Student Violates Code of Conduct

Principal/designee consults with Director of Student Services to review procedural compliance prior to expulsion recommendation

Principal/designee determines potential need for expulsion hearing

Alternative option is determined

Superintendent sends

YES

Superintendent is notified and determines whether to proceed with expulsion hearing

Hearing is Conducted

Principal/designee

verbally notifies

parent/guardian and

sends official letter

Once documents received, Executive

Assistant to the Superintendent coordinates and schedules Hearings Officer and hearing letter, Hearings Officer's
Opinion/Decision & packet
to parent/guardian
including alternative
placement options

Principal/designee contacts

Director of Student Services

to discuss possible alternative

placement

Principal/designee sends expulsion packet and recommendation to Executive Assistant to the Superintendent

YES

After hearing,
Hearings Officer
submits
recommendation
and expulsion
packet to
Superintendent

If the Superintendent indicates in the letter that there is a willingness to consider a reduction in the length of the expulsion, the parent/guardian is to request a meeting with the Superintendent to discuss possible early re-admittance

Post Hearing Responsibilities for Parent/Guardian

- Parent/guardian decides between two alternative options provided and notifies Principal within one week
- If there is no response within one week, principal/designee contacts parent/guardian to discuss alternative options
- If parent/guardian makes no decision, the principal/designee will assign the student and notify the parent/guardian of the alternative placement
- If there is still no response after notification of placement, the student is to be withdrawn with further notification to parent/guardian

Superintendent considers parent/guardian request after reviewing the student's academic progress, attendance and behavioral records from alternative placement and notifies parent/guardian and school

Post Hearing Responsibilities of Principal

If parent/guardian selects an out of district placement, principal submits referral to Student Services

- · Principal/designee contacts alternative placement to arrange intake meeting
- Principal/designee attends intake meeting
- Principal/designee notifies next grade level when an expelled student transitions between grade levels
- Principal/designee will facilitate re-entry meeting before student returns