

Chinook Public Schools

PROCEDURAL CHECKLIST - SUSPENSION OR EXPULSION

STUDENT _____
CHARGE _____

SCHOOL _____
DATE OF CHARGE _____

- I. Proper authority utilized.

- II. Emergency Suspension (choose one)
 - Clear and present danger
 - Serious disruption likely

- III. Suspension
 - Term did not exceed ten (10) days
 - Student/parent(guardian) given notice of misconduct
 - Student denial: authority explains evidence
 - Student given opportunity to present position
 - Student/parent(guardian) immediately notified (phone/mail)

- IV. Expulsion
 - Expulsion reasons appropriate (violation stated)
 - Recommendation for expulsion made by letter
 - Superintendent concurs
 - Notice sent to parents/legal guardians of recommendation and executive session, including:
 - letter from Superintendent
 - copy of recommendation letter
 - copy of recommendation to Board
 - stating power of expulsion
 - stating Board executive session date
 - Notice of hearing sent to parents/legal guardians five (5) days prior
 - Board hearing conducted during suspension
 - Expulsion hearing properly conducted:
 - access to evidence and records provided
 - representation available
 - student permitted to present evidence
 - student representation available
 - student exempted from self-incrimination
 - Board decision delivered to student and parent or legal guardian
 - Conditions for reinstatement stated