

Integrated Day Charter School

Governing Board



Policy Series: 5000

Policy Number: 5114.1

Students

Suspension and Expulsion

The administration and staff at the Integrated Day Charter School understand that the only way to educate children is to have them in school daily. When behavior interferes with the learning process, however, suspension or expulsion may be necessary. All staff members have an obligation to address student misbehavior in accordance to the policies adopted by the IDCS Governing Board.

Definitions

Time Out

Separation from the group within the classroom or in an adjacent classroom. Out of class time out should be for no longer than 15 minutes, at which time the child returns to his or her class. Longer time out sessions will be reported to the administration for approval. Students are only sent for a time out at the office if other forms have not proven effective.

In-School Suspension

Exclusion from the regular classroom for no more than 5 consecutive days. The student will attend school during this time and receive assignments. In some cases students may return to class for direct instruction only.

Suspension

The exclusion from school privileges or from transportation services for no more than ten consecutive days. Students who are suspended do not attend school and are excluded from extra curricular activities.

Expulsion

Exclusion from school privileges for more than ten consecutive days. Expulsion will not extend beyond one calendar year.

Seriously Disruptive Behavior

Such behavior that interrupts or impeded the day to day operation of a school will be considered seriously disruptive. Such behaviors include, but are not limited to, insubordination, failure to comply, bullying, physical or verbally abuse.

Home School Contract

The Home School Contract is an agreement among the student, family, teacher and administrator. Such a contract is individualized and may include abbreviated days or time-out in a designated location. Such agreements are not considered to be suspensions or time outs.

Removal of Students From Class

All staff members are expected to remove a student from class when the student deliberately causes a serious disruption.

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When a teacher removes a student from the classroom, the teacher will send the student to a designated area that is monitored by another staff member. If the child is sent to the office, the teacher will notify the office and report that the student is coming and the reason for removal.

In School Suspension

The IDCS Director or his or her designee are allowed to impose in school suspension if a student's conduct endangers the individuals or property, is seriously disruptive or is in violation of school policy.

No student will be given in school suspension without a meeting with the director or designee. At this time the student will be given the opportunity to explain his or her actions.

The family will be called if in school suspension is imposed.

No student shall be given an in school suspension more than 15 times or a total of 50 days in one school year.

Suspension

The IDCS Director or his or her designee are allowed to impose suspension if a student's conduct endangers the individuals or property, is seriously disruptive or is in violation of school policy.

The IDCS Director or his or her designee are allowed to impose suspension from transportation if a student's conduct endangers the individuals or property, is seriously disruptive or is in violation of school policy. Transportation discipline will be dispensed as designated by the bus company contracted by the Norwich Public Schools. In severe cases transportation to and from school may be terminated.

Unless an emergency exists, no student shall be suspended without a meeting with the administration at which time the student will be given an opportunity to explain, discipline will be explained and the family will be notified by telephone, when possible, and in writing.

A suspended student is expected to complete work assignments while on suspension.

Notice of suspension will be recorded in the student's record and reported to the State Department of Education, as required.

No student will be suspended more than ten times or a total of 50 days in a school year.

No student will be suspended for more than 10 consecutive days.

Expulsion

Procedure

A student being considered for expulsion will be suspended for up to ten days, pending a hearing by the Integrated Day Charter School Governing Board subcommittee.

The family will be notified by telephone, when possible, and in writing, of the suspension.

The family will be notified by telephone or in writing of the date and time of the expulsion hearing held by a subcommittee of the IDCS Board of Governors. This notification will be given at least 48 hours prior to the scheduled meeting. The Suspension Hearing will take place as soon after the incident as possible.

The IDCS Governing Board or a subcommittee may expel a student whose conduct is seriously disruptive to the educational process, unlawful or in violation of school policy. Violence, threats of violence, drug or alcohol use or distribution will automatically result in expulsion from the IDCS for a period to be determined by the IDCS Board or subcommittee.

The Expulsion Subcommittee will include three members of the Board of Directors. Unless an emergency exists no student will be expelled without a formal hearing.

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The procedure for the formal hearing shall be as follows:

The IDCS Director or his or her designee will make a statement of matters asserted.

The student will be given an opportunity to be heard in his/her own defense.

The student will be given the opportunity to present witnesses and evidence.

The student will be given the opportunity to cross-examine adverse witnesses.

The student will be given the opportunity to be represented by counsel at his/her own expense.

Oral notice of the decision of the Board of Governors will be given within twenty-four hours of the hearing, followed by written notification.

A student who has taken part in an unlawful act, including but not limited to sale or distribution of a controlled substance, possession of a firearm or deadly weapon.

The IDCS Board of Governors will determine the length of an expulsion and the nature of the educational opportunity to be offered.

The IDCS Board of Governors subcommittee may require contact with an appropriate state or local agency for rehabilitation, intervention or counseling, at the expense of the student, prior to readmittance.

The IDCS Board of Governors or a representative may hold meetings with the suspended student and his or her family to determine progress and/or consider abbreviated expulsion.

Alternative Educational Opportunity

The IDCS Board of Governors will determine the alternative education program to be offered to the student during the time of expulsion. Tutorial may average two hours per school day with an IDCS staff member or designee.

Special Education

Prior to conducting an expulsion hearing for a student requiring special education and related services a planning and placement team meeting shall convene to review the relationship between the student's disability and the misconduct to determine if the misconduct was caused by the student's disability.

If the misconduct was caused by the disability the student shall not be expelled. The PPT shall reevaluate the student and modify the individualized education program to address the misconduct and to ensure the safety and wellbeing of the student, other students and the staff.

If it is determined that the misconduct was not caused by the student's disability, the student may be expelled. If the student requires special education and related services, an alternative educational opportunity consistent with the student's educational needs will be provided during the period of expulsion.

Student Records, Transfers and Withdrawals

Notice of expulsion and the conduct for which the student was expelled shall be included in the student's records and reported to the State Board of Education, as required.

The IDCS Board of Directors may adopt a decision of student expulsion conducted by another school district provided the IDCS Board Subcommittee holds its own hearing. The student shall be excluded from school pending such a hearing. The student may be offered an alternative educational opportunity if he or she is excluded for more than ten days pending the hearing.

If a student withdraws from IDCS pending an expulsion hearing, notice of the hearing shall be included in the student's record when transferred. The IDCS Board subcommittee shall complete the expulsion hearing and render a decision.

If a student from another school district enrolls at IDCS, while waiting an expulsion hearing, the student shall be excluded pending completion of the hearing. The IDCS subcommittee may adopt the determination of the sending school system or conduct its own hearing.

Readmission

An expelled student may apply for early readmission to IDCS. Such readmission shall be at the discretion of the IDCS Board of Governors or a representative of the Board. Readmittance may be conditioned on specified criteria.

Readmission decisions shall not be subject to appeal to the IDCS Board of Educaiton or to Superior Court.

Behaviors Requiring Expulsion Proceedings

Possession of deadly weapons on school grounds, school transportation or school sponsored activities.

Sale, distribution or possession of a controlled substance.

Willful physical assault resulting in serious injury occurring on school grounds or at school sponsored activities.

Actions that May Lead to Suspension and/or Expulsion

Conduct threatening or endangering the physical safety and well being of student or staff on or off school grounds.

Willfull physical assault of a student or member of the school staff.

Taking or attempted taking of school property, personal property or money from IDCS, a student or staff member or possession or willful receipt of any such property .

Willful destruction or defacing of school property. The cost of repairing or replacing any damaged school property shall be paid to IDCS by the student or his parents or guardian.

Using or copying academic work of another and presenting is his or her own.

Possessing alcohol, illegal substances, smoking or chewing tobacco on school grounds or at school sponsored activity.

Use of obscene or profane language or gestures on school grounds or at school activities.

Deliberate refusal to obey the directions or orders of a member of the school staff.

Threatening or intimidating behavior directed toward students or staff members.

Conduct leading to the arrest of a student for class A misdemeanor or felony.

Sexual harassment of student or a member of the school staff on school grounds or at a school sponsored activity.

Any violation of school policies or rules.

Any conduct on or off school grounds by a student that endangers students, members of the school staff or property or which is seriously disruptive of the educational process.

Modifications

The IDCS Board of Directors is authorized to interpret this policy in such a way as to conform to any changes in State or Federal Law concerning suspension and/or expulsion.

Groton Public Schools Suspension/Expulsion Policy used as a template for IDCS policy.