

Corrective Actions and Punishment

Administrative procedure for student expulsion

A school administrator can suspend a student up to a maximum of 10 school days. During that time the administrator should tell the student that they are not to be on any school campus without direct permission from that school principal. They should be told that if they are found to be on a school campus without prior permission, they will be charged with trespassing.

If a student's actions are found to merit a longer period of time or expulsion from school, they must be given a hearing. Only the Board has the authority to expel or deny enrollment to any pupil who is a habitual truant, who is incorrigible, whose conduct is such as to be continuously disruptive of school discipline or of the instructional effectiveness of the school, or whose presence is detrimental to the health and safety of other pupils or who has been expelled from another school district in the State of Idaho or any other state.

If actions are found to potentially merit holding an expulsion hearing, the principal will place the student on suspension. The principal will notify the superintendent and ask that an expulsion hearing to be set with the board. The superintendent will write a written notice to the parents of said student notifying them of the following:

- Notify parent that there will be an expulsion hearing (they must have a minimum of a 5-calendar day notice, but the hearing needs to be within the 10 school day suspension period)
- Notify what the student is being accused of
- Notify of date, time, place where the hearing will take place
- They have the right to access evidences of actions prior to the hearing - let them know how they can have that access
- Describe the hearing procedure
- Describe that the hearing will be closed to the public unless they sign a written statement expressing they waive their child's FERPA rights - with the understanding that all proceedings will be made public. This request must be done a minimum of 72 hours prior to the scheduled hearing.
- Explain in the letter what expulsion means

Expulsion procedure: The Board Chair conducts the meeting. He/She will act as judge, with other Board Members functioning as jury. The meeting will open in open session and motioned to go into executive session (unless privacy rights have been waived in writing). As you move into closed session, all witnesses are excused. Only parents, student, and school administration stay.

- **Step One:** School administration will present the infraction and evidences regarding this situation. Administration can call in any witnesses that they feel is necessary (witnesses

are only present during their testimony). At the conclusion of their presentation, administration will give the Board their recommended action.

- **Step Two:** The Student and parents may present to the board their evidences and challenge administrations evidences. They can call upon any witnesses they choose. (witnesses are only present during their testimony). They can share with the board what actions they feel would be appropriate regarding this incident.
- **Step Three:** School administration will then have a short period for rebuttal if desired.
- **Step Four:** The student and parents will have a short period for rebuttal if desired.
- **Step Five:** The Board will then excuse all from the room. As they consider the decision to be made they may call in parties for clarification. Both parties should be present during the clarification – then excused. After the Board has made their decision, both parties are invited back to hear the Board’s decision.
- **Step Six:** Board motions to go back into open session. They can announce the decision of the Board not using the students name but referring to the student as “Student A”.