

## Expulsion Procedure

When an expulsion hearing is not waived, the following procedure is required:

1. Notice will be given to the student and the parent by personal service or by certified mail at least five days prior to the scheduled hearing.

Notice will include:

- a. The specific charge or charges;
  - b. The conduct constituting the alleged violation, including the nature of the evidence of the violation and reason for expulsion;
  - c. A recommendation for expulsion;
  - d. The student's right to a hearing;
  - e. When and where the hearing will take place; and
  - f. The right to representation.
2. The superintendent or designee will act as hearings officer. The district may contract with an individual who is not employed by the district to serve as the hearings officer. The hearings officer designated by the Board will conduct the hearing and will not be associated with the initial actions of the building administrators.
  3. In case the parent or student have difficulty understanding the English language or have other serious communication disabilities, the district will provide a translator.
  4. The student shall be permitted to have representation present at the hearing to advise and to present arguments. The representation may be an attorney and/or parent. The school district's attorney may be present.
  5. The student will be afforded the right to present his/her version of the charges and to introduce evidence by testimony, writings, or other exhibits.
  6. The student shall be permitted to be present and to hear the evidence presented by the district.
  7. The hearings officer or the student may record the hearing.
  8. The hearings officer will determine the facts of each case on the evidence presented at the hearings. Evidence may include the relevant past history and student education records. Findings of fact as to whether the student has committed the alleged conduct will be submitted to the Board, along with the officer's decision on disciplinary action, if any, including the duration of any expulsion. This decision will be available in identical form to the Board, the student and the student's parents or guardians at the same time.

9. The hearings officer's decision is final. However, this decision may be appealed to the Board. At its next regular or special meeting, the Board will review the hearings officer's decision and will affirm, modify or reverse the decision. Parents of students who wish to appeal the hearings officer's decision will have the opportunity to be heard at the time the Board reviews the decision.
10. Expulsion hearings will be conducted in private and Board review of the hearings officer's decision will be conducted in executive session unless the student or the student's parent requests a public hearing. If an executive session is held by the Board or a private hearing by the hearings officer, the following will not be made public:
  - a. The name of the minor student;
  - b. The issues involved; including a student's confidential medical record;
  - c. The discussion and the student's educational program;
  - d. The vote of board members, which may be taken in executive session.
11. Prior to expulsion, the district must propose alternative programs of instruction or instruction combined with counseling to the student subject to expulsion for reasons other than a weapons policy violation. The district must document to the parent or guardian of the student that proposals of alternative programs have been made.