

If a classroom teacher (excluding substitutes) has good reason to believe a student's behavior is so unruly, disruptive or abusive that it materially interferes with the teacher's ability to effectively teach the class, subject or activity, or the student's behavior interferes with the ability of other students to learn, the classroom teacher may suspend the student from class, subject or activity for up to one day. Suspension should be used as a last resort and teachers should use other methods of intervention and prevention before a suspension is issued.

Students shall be permitted to attend classes taught by other teachers during the term of the suspension only when the student's conduct does not warrant suspension under the building Code of Conduct. Any student suspended pursuant to this policy shall not be permitted to participate in after-school extracurricular activities until the passage of one full school day from the time of the student's infraction, unless otherwise permitted by the teacher who imposed the suspension.

Any student suspended from the same class, subject or activity for more than ten (10) accumulative days during the school year shall be given a procedural hearing with the superintendent for each additional suspension beyond the tenth day.

The policy shall be applied to students eligible for special education programs and services in a manner consistent with the rights secured under federal and state laws.

The policy statement is the board's assurance that the District is in compliance with both PA 103 and MCL 380.1309.

Adopted: October 21, 1999

For purposes of this regulation, these terms shall be defined as follows:

“good reason to believe” is defined as “specific behaviors that can be articulated and described and is consistent with the building code of conduct, school rules and/or behavioral expectations.”

“immediately” is defined as “before the class, subject, or activity is completed for the day.”

“as soon as possible” is defined as “before the teacher leaves the building on the day of the suspension.”

“appropriate action” is defined as the determination of the building administrator regarding any further action as determined by the Code of Conduct and/or school rules.”

“mutual agreement” is defined as “the concurrence of the teacher and building administrator.”

Implementation Procedures

1. The classroom teacher will immediately report the suspension to a building administrator, using the designated District Classroom Suspension form. The building administrator will take appropriate action.
2. The classroom teacher will provide the student with his/her due process by notifying the student of the teacher’s intention to suspend, clearly stating the behavior for which he/she is to be suspend.
3. As soon as possible, the teacher will inform the student’s parent or guardian of the suspension. No student shall be suspended from school before the parent has been informed so appropriate supervision may be arranged. The teacher will request a conference with the parent/guardian, informing him/her that he/she may request the building administrator to be present at the conference. The conference must occur not more than five (5) school days following notice of the suspension.
4. The teacher will request the presence of a school counselor and/or school social worker to be present at the conference.
5. The teacher will inform the building administrator of the date and time of the conference and indicate whether the administrator’s presence at the conference is requested by either the parent or teacher.
6. The building administrator will record the suspension on the student’s record of discipline and will monitor the number of days. When a student has exceeded the maximum number of days of suspension allowable, either under this policy or other policies and/or statutes, the building administrator will notify the appropriate central office administrator.

Appeal Procedure

1. If a parent wishes to appeal the suspension, he/she must contact the building administrator upon being informed of the suspension. If the suspension has not yet occurred, the suspension shall be postponed pending the outcome of the appeal unless the student's presence poses a threat to the safety of the classroom.
2. The order of an appeal shall be as follows:
Step 1: Building administrator
Step 2: Superintendent
Step 3: Board of Education
3. The building administrator will schedule the appeal hearing at the earliest possible time available for all to attend.
4. Within 24 hours of the hearing, the building administrator will inform the parent of the decision to grant or deny the appeal. If the appeal is denied, the suspension shall be scheduled for the next full school day scheduled unless the parent indicates his/her desire to appeal to the next level.