



Mukilteo School District

Suspension and Expulsion

A guide for students, staff, parents and community members

Support for Learning – Enhance the learning environment by fostering an atmosphere that recognizes and respects diversity and provides for a safe learning and work environment.

SUSPENSION

What is a suspension?

A suspension means that a student(s) is removed from school temporarily for a specific period of time. Students who are suspended for 10 or fewer days are considered to be on a short-term suspension. Students who are suspended for greater than 10 days are considered to be on a long-term suspension. Students may not participate in school activities or events while on suspension and may not be on any school property during the time of suspension unless prior approval has been made in order to access their academic services.

Who decides if a student is to be suspended?

A building administrator can suspend students.

How will parents/guardians be notified of a suspension from school?

When a student(s) is suspended from school, the building administrator will make every reasonable effort to notify the parent within 24 hours of the suspension. Parents/guardians will receive a letter notifying them of the suspension. The letter will include information such as:

- Reason for the suspension
- Length of the suspension
- Information regarding a parent/guardians right to an appeal
- Contact information in case parents have questions

Students and parents/guardians will receive information regarding the academic program available to them while on suspension from school.

What can lead to a suspension?

A suspension may be considered, whether an incident has taken place at school, at a school related activity, or in any other circumstances if the student's behavior has a negative impact on the school climate or the rights of another student to access their education. This can include such activities as cyber-bullying, fights off campus, field trips, away games/events, etc. In some incidences, a building administrator may choose to suspend a student or for more serious infractions, consider an expulsion from school.

A building administrator may consider suspending a student from school if the student engaged in an activity that is listed in the Mukilteo School District Student's Rights and Responsibilities Handbook, under Exceptional Misconduct.

What does a building administrator consider before suspending a student(s)?

Before suspending a student(s), the building administrator must consider each individual student who was involved in the incident. This means that each student(s) involved may or may not face the same

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consequence. For example, one student may be suspended for a longer length of time than another student based on each individual student, the incident itself and/or mitigating factors.

Examples of mitigating or other factors a building administrator may consider include but are not limited to the following:

- Age of the student(s)
- The student's history (disciplinary history, progressive discipline; previous interventions: personal history)
- The student's ability to control his/her behaviors
- The student's ability to understand the consequences of his/her behaviors
- Whether or not the student's presence at school creates risk to him/herself or others
- Was the behavior related to harassment
- How the impact of the consequence will impact the student's education and what academic services will be provided

If a student has special education needs and is served through an Individualized Education Plan, the building administrator may also consider the following:

- Whether the behavior was a manifestation of a disability identified in the student's plan
- Whether appropriate accommodations have been provided
- Whether the suspension is likely to worsen the student's behavior and/or future conduct

Can suspensions be appealed?

All suspensions can be appealed. Appeal procedures are outlined in the written notification to parents.

What happens when a student(s) is suspended?

Length of suspensions can vary from a short-term suspension (0-10 days) to a long-term suspension (over 10 days but no longer than the length of a school term – 90 days.)

- Students will be offered access to an academic program during the duration of the suspension.
- Students may be asked to participate in an assessment(s) in order to help identify issues and concerns regarding the student's behavior. Examples may include a drug/alcohol assessment, safety assessment; WARNS assessment, etc.
- Students who have been long-term suspended from school will be given the opportunity to participate in a re-engagement meeting.
 - No later than five days before the student's reentry or enrollment – if the suspension is less than 20 days
 - Within 20 days of the student's long term suspension – if the suspension is longer than 20 days.
- Students, parents/guardians and the building administrator will meet to review conditions of a re-entry contract upon the student's return to school.
- Students may seek an application for readmission which can occur at any time after the imposition of a suspension/expulsion. Readmission is subject to whatever conditions and limitations are agreed to by the building administrator and the parents. Information on the readmission process can be found in the MSD Student Rights and Responsibilities Handbook.

What types of programs will be offered to the suspended student?

Once a student has been suspended from school and has agreed to participate in an academic services program, a conference will be held to review options. The purpose of the conference is to identify the appropriate program for the students, considering the following:

- Individual student needs

- Age of the student
- Classes currently taking
- Grades in current classes
- Credits toward graduation, if applicable
- Ability to work independently
- Educational supports needed for the student to be successful
- Possible risk factors for the individual student
 - Age of the student
 - Severity of the behaviors
 - Make-up of the students already enrolled in the program
 - Impact on the learning environment
- Supports that will promote positive behavior
 - Assessments given if needed
 - Referral to school and/or community resources
 - HS and Beyond planning; career counseling for high school students
 - Opportunities for positive engagement in school

What happens when a student returns to school from a suspension?

Suspended students must return to an appropriate educational placement (school) after serving the length of their suspension. While an academic program for a suspended student must be offered during the duration of the suspension, students do not have to participate in or complete the program in order to return to a school program.

All suspended students should meet with the building administrator for a re-entry meeting and contract in order to address the students

- Re-engagement back into school
- Expectations for the student in relation to attendance and grades
- Identify support systems available to help the student with positive behaviors as part of their return to school

Suspended student continuum

Suspension	Academic Services	Re-Engagement Meeting and Plan	Re-entry Meeting and Contract
1-10 days	Required	Not Required	Required
11-20 days	Required	Required – no later than five days before student’s re-entry	Required
21-90 days	Required	Required – within 20 days of the student’s long-term suspension	Required

EXPULSION

What is an expulsion from school?

Schools may expel a student from for more serious violations of school rules. Schools may choose to emergency expel a student if the student poses an immediate risk to him/herself or others. Expelled students are generally expelled from all schools and school property during the duration of the expulsion. This would include school events and activities.

Who decides if a student is to be expelled?

A building administrator can expel students.

How will parents/guardians be notified of an expulsion from school?

When a student(s) is expelled from school, the building administrator will make every reasonable effort to notify the parent immediately. Parents/guardians will receive a letter notifying them of the expulsion. The letter will include information such as:

- Reason for the expulsion
- Length of the expulsion
- Information regarding a parent/guardians right to an appeal
- Contact information in case parents have questions

Students and parents/guardians will receive information regarding the academic program available to them while expelled from school.

What can lead to an expulsion?

School districts must not use expulsion as a form of discretionary discipline except for violations such as:

- Firearms
- Violent offenses, sex offenses, drug/alcohol offenses, assault, harassment, arson
- Two or more violations with a 3 year period of gang activity, possessing a weapon, willfully disobeying school administrators, refusing to leave school district property, vandalism to school property
- Behaviors that adversely impacts the health or safety of other students or staff

What happens if a student engages in an activity which leads to an expulsion?

The student may be immediately emergency expelled from school if his/her presence at school poses a harmful risk to him/herself. An emergency expulsion may last up to 10 days. During this time, the building administrator will conduct an investigation regarding the incident which led to the expulsion. Following the investigation, the building administrator may choose to convert the emergency expulsion to a suspension or expulsion. Every effort will be made to interview all parties involved in the incident including the emergency expelled student in order to gather relevant information and make an informed decision.

What does the building administrator consider?

Before issuing an expulsion from school, the building administrator will consider the following mitigating and other factors:

Examples of mitigating or other factors a building administrator may consider include but are not limited to the following:

- Age of the student(s)

- The student's history (disciplinary history, progressive discipline; previous interventions: personal history)
- The student's ability to control his/her behaviors
- The student's ability to understand the consequences of his/her behaviors
- Whether or not the student's presence at school creates risk to him/herself or others
- Was the behavior related to harassment
- How the impact of the consequence will impact the student's education and what academic services will be provided

If a student has special education needs and is served through an Individualized Education Plan, the building administrator may also consider the following:

- Whether the behavior was a manifestation of a disability identified in the student's plan
- Whether appropriate accommodations have been provided
- Whether the suspension is likely to worsen the student's behavior and/or future conduct

Can an expulsion be appealed?

All expulsions can be appealed. Appeal procedures are outlined in the written notification to parents.

What happens when a student(s) is expelled?

Expelled students will be offered access to an academic program away from the school property.

- Students will be offered access to an academic program during the duration of the expulsion.
- Students may be asked to participate in an assessment(s) in order to help identify issues and concerns regarding the student's behavior. Examples may include a drug/alcohol assessment, safety assessment; WARNS assessment, etc.
- Students who have been expelled from school will be given the opportunity to participate in a re-engagement meeting.
 - No later than five days before the student's reentry or enrollment – if the expulsion is less than 20 days
 - Within 20 days of the student's long term expulsion – if the expulsion is longer than 20 days.
- Students, parents/guardians and the building administrator will meet to review conditions of a re-entry contract upon the student's return to school. A condition of re-entry to school may include completion of the academic program and compliance of any assessment recommendations.
- Students may seek an application for readmission which can occur at any time after the imposition of a suspension/expulsion. Readmission is subject to whatever conditions and limitations are agreed to by the building administrator and the parents. Information on the readmission process can be found in the MSD Student Rights and Responsibilities Handbook.

What types of programs will be offered to the expelled student?

Once a student has been expelled from school and has agreed to participate in an academic services program, a conference will be held to review options. The purpose of the conference is to identify the appropriate program for the students, considering the following:

- Individual student needs
 - Age of the student
 - Classes currently taking
 - Grades in current classes

- Credits toward graduation, if applicable
- Ability to work independently
- Educational supports needed for the student to be successful
- Possible risk factors for the individual student
 - Age of the student
 - Severity of the behaviors
 - Make-up of the students already enrolled in the program
 - Impact on the learning environment
- Supports that will promote positive behavior
 - Assessments given if needed
 - Referral to school and/or community resources
 - HS and Beyond planning; career counseling for high school students
 - Opportunities for positive engagement in school

What happens when a student returns to school from an expulsion?

Expelled students must return to an appropriate educational placement (school) after serving the length of their expulsion. During the time in the academic program as well as during the re-engagement process, determinations will be made as what is the most appropriate educational program for the student upon completion of their expulsion. Students may or may not return to their original school program.

All expelled students must meet with the building administrator for a re-entry meeting and contract in order to address the students

- Re-engagement back into school
- Expectations for the student in relation to attendance and grades
- Identify support systems available to help the student with positive behaviors as part of their return to school

Expelled Students Continuum

Expulsion	Academic Services	Re-Engagement Meeting and Plan	Re-entry Meeting and Contract
Emergency Expulsion 1-10 days	Required	Not Required – unless converted to a long term suspension or expulsion	Required
11-20 days	Required	Required – no later than five days before student’s re-entry	Required
21-90 days	Required	Required – within 20 days of the student’s long-term suspension	Required