

Long-Term Suspension Checklist

Is long-term suspension appropriate?

1. Has the student violated a rule of conduct? _____
2. Is the length of the long-term suspension justified? _____
3. Has a form of corrective action other than suspension been previously imposed upon the student for misconduct of the same nature or, if not, is the rule violation "exceptional misconduct" as defined in board-adopted rules? _____

NOTE: In general, suspension is not appropriate for first-time offenses. For example, only if the student has previously been subjected to discipline for misconduct "of the same nature" as the misconduct presently under consideration may suspension be imposed. Exception: If the board has defined the offense as "exceptional misconduct" the student may be suspended for a first-time offense (absent exceptional circumstances).

4. If the misconduct includes unexcused absences, has the district:
 - a. Provided written notice to parents?; _____ and
 - b. Scheduled a conference with parents?; _____ and
 - c. Taken special steps to reduce the student's absences? _____
5. No student in grades K through 4 shall be subject to long-term suspension.
6. If the student is grade 5 or above, would the present suspension cause the student to lose not more than one semester of academic credit? _____

(A long-term suspension may not cause the student to lose more than one semester of credit.)

7. If the student is a special education student, has a meeting of the MDT been completed to determine whether the misconduct is related to the student's disability? _____

(A "no" answer to any of the foregoing questions means that long-term suspension is not appropriate.)

8. Has a date for a reengagement plan meeting been set within twenty days of the student's long-term suspension, but no later than five days before the student's enrollment? _____
9. Was the superintendent notified, in writing, of the long-term suspension within twenty-four (24) hours? _____