

LONG-TERM SUSPENSION CHECKLIST

<u>Is long-term suspension appropriate?</u>	<u>Yes</u>	<u>No</u>
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?	_____	_____
<p><u>NOTE:</u> In general, suspension is <u>not</u> 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.</p> <p><u>Exception:</u> If the board has defined the offense as "exceptional misconduct" the student may be suspended for a first-time offense (absent exceptional circumstances).</p>		
4. If the misconduct includes unexcused absences, has the district:		
a. Provided written notice to parents/guardians?	_____	_____
b. Scheduled a conference with parents/guardians?	_____	_____
d. Taken special steps to reduce the student's absences?	_____	_____
5. 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?	_____	_____
<p>(A long-term suspension may <u>not</u> cause the student to lose more than one semester of credit.</p>		
6. If the student is disabled, has a meeting of the IEP Committee been completed to determine whether the misconduct is related to the student's disability?	_____	_____
<p>(A "no" answer to any of the foregoing questions means that long-term suspension is <u>not</u> appropriate.)</p>		
7. Was the superintendent notified, in writing, of the long-term suspension within twenty-four (24) hours?	_____	_____