



The STEM Academy will align with the ECISD Student Code of Conduct to ensure consistency with district-wide guidelines with the exception of the following policies that are unique and specific to the STEM Academy:

1. Student Expulsions, Placements, and Removals

STEM Academy APPEALS PROCESS FOR STUDENT CODE OF CONDUCT - STUDENT EXPULSION AND REMOVAL

Policy Statement:

The STEM Academy recognizes the importance of maintaining a safe and conducive learning environment while upholding the rights and welfare of all students. In the event of a student's expulsion or removal as per the Student Code of Conduct, an appeals process shall be provided to ensure transparency, fairness, and proper review of the decision.

Appeal Request:

1. A student subject to expulsion or removal from the school has the right to appeal the decision.
2. The appeal must be made in writing and addressed to the Executive Director of the school.
3. The written appeal must be submitted within three (3) business days of receiving the official notice of expulsion or removal.

The written appeal shall include the following information:

1. Student's Full Name:
2. Student ID Number:
3. Date of the Expulsion/Removal Notice:
4. A detailed explanation of the grounds for the appeal, including any pertinent information, evidence, or witnesses that support the student's case.
5. The desired outcome of relief the student is seeking through the appeal process.

Submission of the Appeal:

1. The written appeal must be submitted to the Executive Director's office either via certified mail or by electronic mail to ensure proper delivery and documentation.
2. The written appeal must be submitted within (3) business days of receiving the official notice of expulsion or removal.

Appeals Review Process:

1. Upon receipt of the appeal, the Executive Director will initiate a thorough and impartial review of the case.
2. An Appeals Committee may be convened, consisting of relevant school staff members who were not involved in the initial decision to expel or remove the student.
3. The Appeals Committee will consider all written evidence and may conduct interviews with the student, witnesses, or any other parties involved in the incident.

Timeline:

1. The Appeals Committee will endeavor to complete the review process within a reasonable timeframe, typically no longer than ten (10) business days from the date of receipt of the appeal.
2. This timeline may be extended if necessary to ensure a comprehensive and fair evaluation.

Final Decision:

1. Upon the conclusion of the appeals review, the Executive Director or the designated Appeals Committee will make a final decision based on the evidence presented during the appeal process.
2. This decision will be communicated in writing through electronic mail to the student and their parent/guardian.

Finality of Decision:

The decision reached through the appeals process is considered final and will be upheld. No further appeals or reconsiderations will be considered.

This appeals process shall be implemented effectively starting from the [effective date]. All students, parents, and school staff shall be informed of this policy through appropriate means, including school publications, the school website, and other communication channels.