

TITLE: Procedure for Suspension

State Board of Education Ref: 18A-5-1; 18A-5-1a

This procedure is designed to satisfy the Supreme Court's definition of minimum due process for public school students of Gilmer County.

1. GROUND FORS SUSPENSION

- 1.1 Violation of any County ordinance or state or federal law.
- 1.2 Violation of written school rules or board of education regulations.
- 1.3 Activities which interfere with or threaten the orderly functioning of school activities including classroom, extracurricular and athletic activities.
- 1.4 Any activity which is grounds for expulsion. This shall include, but not be limited to, assault on a teacher, arson, or destruction of school property, active leadership in school disruption, and direct refusal to follow a direct order from an administrator in time of school tension.

2. SUSPENSION PROCEDURES

- 2.1 Whenever an incident occurs that may lead to a suspension, the principal or assistant principal shall investigate the nature of the alleged offense. Unless the pupil is unavailable or unwilling to discuss the incident with the principal, this investigation shall include a discussion with the pupil so that the pupil may be given an opportunity to be heard with respect to the alleged offense.
- 2.2 If the principal determines that grounds for suspension do exist, he shall proceed in the following manner:
  - a. Immediately remove a student whose conduct disrupts the academic atmosphere of the school, endangers fellow students, teachers, or school officials, or damages property. Except in cases of disruption where circumstances make it vital that one or several pupils be removed from the school property immediately, no pupil shall be released from school during the school day without notifying the parent or guardian in person or by phone.

- b. Within 24 hours, give written notice to the student and parents of the reason(s) for the removal from school and the proposed suspension. For students not removed from school, only the reasons for proposed suspension need be given in the notice.
  - c. Within 24 hours after the hearing a letter shall be sent to the parents and student which shall include the administrator's decision. If the decision of the administrator is to suspend, the letter will state the reasons for suspension and the number of days of suspension. A carbon copy of this letter, together with relevant information regarding the suspension, shall be sent to the superintendent of schools.
- 2.3 Section 3313.66 states that "the principal of a public school may suspend a pupil for not more than ten days" (each behavior problem.)
- 2.4 At the conclusion of a suspension it is the responsibility of the (parent) to return to school (with the student.)

**APPROVED**

JUN 13 1994

GILMER COUNTY  
BOARD OF EDUCATION