



## **DUE PROCESS - RIGHT TO APPEAL**

### **Long Term Suspensions**

The Superintendent has authority to suspend a student from school for periods in excess of 10 days up to the remainder of the school year. The Board of Education, upon the recommendation of the Superintendent and the Principal, has the authority to expel students from Warren County Schools. The following guidelines are established to ensure the Due Process rights of students.

1. Prior to any student being suspended, the principal shall make an investigation and determination of the facts and provide the student with the opportunity to present his/her side of the story. If the principal determines that a suspension of greater than 10 days is appropriate he shall recommend such penalty to the Superintendent. The principal has the authority to suspend the student for a period up to 10 days while the Superintendent considers the long-term suspension, or expulsion, recommendation.
2. A copy of the Report of Student Suspension shall be sent to the Superintendent and a copy filed in the principal's office. The parent or guardian should be contacted by telephone, if possible, stating the reason for the suspension, the recommendation for a long-term suspension or expulsion, and their right to a conference or hearing. A copy of the Report of Student Suspension and a copy of Policy 6506 shall be sent to the parent/guardian by certified mail, and/or hand delivered to the parent/guardian who shall sign a receipt indicating such delivery.
3. If the parent/guardian desires a hearing, they must give written notice to the principal within 48 hours (or by the next school day, whichever is later) of receipt of the suspension notice from the principal. If a hearing is not requested within the prescribed time, the principal shall notify the Superintendent and request written permission to impose a long-term suspension.
4. If the parent/guardian requests a hearing the Superintendent shall appoint a hearing panel to review the principal's recommendation and make a recommendation to the Superintendent concerning the suspension.
5. The hearing panel shall notify the parents/guardians of the time and place for the hearing, by certified mail or by hand delivery, and shall give at least three days notice of the hearing. The procedures for the hearing are outlined in Board Policy 6506 that the parent/guardian receives with the notification of the suspension sent by the principal.
6. Upon receipt of the findings of the hearing panel, the Superintendent will determine if a long term suspension or expulsion is warranted. The principal and the parents/guardian will be notified in writing of the Superintendent's decision. In accordance with Policy 6507, parents/guardians may appeal the Superintendent's decision to the Board of Education. The suspension will not be postponed pending the outcome of the appeal.
7. If the Superintendent determines that expulsion is necessary, the Superintendent shall make a recommendation to the Board of Education. The Superintendent shall notify the parents/guardians of the time and place of the hearing.
8. All decisions of the Board of Education are final and subject only to judicial review in accordance with Article 4 chapter 150B of the General Statutes.