**SUSPENSION/EXPULSION**

**SUSPENSION**

The Terrebonne Parish School Board recognizes its authority to maintain good order and discipline within the schools of the school district. Therefore, the School Board recognizes the principal's authority to suspend a student in accordance with statutory provisions.

In each case of suspension, the school principal, or his/her designee, prior to any suspension, shall advise the student of the particular misconduct of which he/she is accused as well as the basis for such accusation, and the student shall be given an opportunity at that time to explain his/her version of the facts. The school principal or designee shall contact the parent, tutor, or legal guardian of the student to notify him/her of the suspension and establish a date and time for a conference with the principal or designee as a requirement for readmitting the student.

Students suspended for more than ten (10) days shall remain under the supervision of the school system using an alternative education program designed to continue the educational process in an alternative educational placement. The student shall be placed in an alternative school or an alternative education program and shall be required to attend and participate in such school, program, or educational services.

No suspended student shall be allowed to leave the school premises during the school day until the parent, guardian, or other proper authorities assume responsibility for him/her, unless immediate removal from school due to danger or threat of disruption to academic process is warranted.

**EXPULSION**

Expulsion is defined as a removal from all regular school settings for a period of not less than one (1) school semester. The School Board shall authorize the Superintendent to expel a student from school if an offense committed by the student is serious enough to warrant such action or is in violation of state law. Upon the recommendation for expulsion of a student by the principal, the Superintendent or designee shall conduct a hearing to determine the facts of the case and make a finding of whether or not the student is guilty of conduct warranting a recommendation of expulsion.

At the hearing, the teacher shall be permitted to attend and present any relevant information. Until the hearing, the student shall remain suspended. At the conclusion of the hearing, the Superintendent or designee shall determine whether expulsion or other corrective action is necessary.

Upon the conclusion of the hearing and upon finding the student guilty of conduct
warranting expulsion, the Superintendent shall determine whether such student shall be expelled and the specified period of expulsion, or if other disciplinary action shall be taken. Unless otherwise stipulated by state statutes, the period of expulsion shall not be less than one (1) school semester and may carry over into the next school year, if necessary. During an expulsion, the Superintendent shall place the student in an alternative school or in an alternative educational placement.

**REASONS FOR SUSPENSION/EXPULSION**

Reasons for suspending or expelling a student from school shall include, but not be limited to, the following:

A. Is guilty of willful disobedience

B. Treats with intentional disrespect school employees or members of the local School Board

C. Makes unfounded charges against school employees or members of the local School Board

D. Uses unchaste or profane language

E. Is guilty of immoral or vicious practices or of conduct or habits injurious to his/her associates

F. Uses tobacco or possesses alcoholic beverages or any controlled dangerous substance governed by the Uniform Controlled Dangerous Substance Law, in any form, in school buildings, on school grounds, at any school-sponsored activity, or on school buses owned by, contracted to, or jointly owned by the School Board

G. Disturbs the school and/or habitually violates any rule

H. Cuts, defaces, or injures any part of public school buildings, any property belonging to the buildings, or any school buses owned by, contracted to, or jointly owned by the School Board

I. Writes any profane or obscene language or draws obscene pictures in or on any school material or on any public school premises or on any fence, pole, sidewalk, or building on the way to or from school or on any school bus, including those owned by, contracted to, or jointly owned by the School Board

J. Is found carrying firearms, knives, or other implements which can be used as weapons, the careless use of which might inflict harm or injury

K. Throws missiles liable to injure other persons on the school grounds or while on
any school bus, including those owned by, contracted to, or jointly owned by the School Board

L. Instigates or participates in fights while under school supervision

M. Violates traffic and safety regulations

N. Leaves the school premises without permission

O. Leaves his/her classroom during class hours or detention without permission

P. Is habitually tardy or absent

Q. Is using, distributing, or is in possession of weapons, illegal drugs, alcohol, and unauthorized telecommunication devices

R. Commits assault or battery of a school employee

S. Commits any other serious offense.

School officials, in accordance with statutory provisions, shall have total discretion and shall exercise such discretion in imposing on a student any disciplinary actions authorized by state law for possession by a student of a firearm or knife on school property when such firearm or knife is stored in a motor vehicle, and there is no evidence of the student’s intent to use the firearm or knife in a criminal manner.

DRESS CODE VIOLATIONS

A student enrolled in grades prekindergarten through five shall not be suspended or expelled from school or suspended from riding on any school bus for a uniform violation that is not tied to willful disregard of school policies.

ASSAULT OR BATTERY OF SCHOOL EMPLOYEES

Whenever a student is formally accused of violating state law or school disciplinary regulations, or both, by committing assault or battery on any school employee, the principal shall suspend the student from school immediately and the student shall be removed immediately from the school premises without the benefit of required procedures, provided, however, that such procedures shall follow as soon as practicable. The student shall not be readmitted to the school to which the employee is assigned until all hearings and appeals associated with the alleged violation have been exhausted. Before being readmitted to school, a student who commits assault or battery of a teacher shall be required to appear before the full Board.

Except when the school system has no other school of suitable grade level for the student
to attend, no student found guilty by a court of competent jurisdiction or found guilty at a school system suspension hearing of committing battery or assault on any school employee, or both, shall be assigned to attend or shall attend the school to which the school employee battered or assaulted is assigned.

**RECUSAL OF ADMINISTRATOR IN DISCIPLINE MATTERS**

Any school administrator or administrator's designee who is required to make a recommendation, decide an issue, or take action in a matter involving the discipline of a student shall recuse himself/herself whenever a member of the immediate family of the administrator or administrator's designee is involved in any manner in the discipline matter. In case of recusal, the action to be taken shall be done so by the Superintendent or an impartial designee of the Superintendent. Immediate family means the individual's children, brothers, sisters, parents, and spouse and the children, brothers, sisters, and parents of the spouse.

**PROCEDURES**

A. The principal shall immediately suspend a student who is found carrying or possessing a firearm or knife, the blade of which equals or exceeds two (2) inches in length, or other dangerous instrumentality, except as provided below under the section entitled Suspension Not Applicable, or who distributes, sells, gives, or loans any controlled dangerous substance governed by the Uniform Controlled Dangerous Substances Law, in any form. The principal shall immediately recommend the student's expulsion, except that, in the case of a student less than eleven (11) years old in pre-kindergarten through grade five (5) who is found carrying or possessing a knife as described above, the principal may, but shall not be required to, recommend the student's expulsion.

A student found carrying or possessing a knife with a blade less than two (2) inches in length may be suspended by the school principal, but, in appropriate cases, at a minimum, shall be placed in in-school suspension.

1. Expulsion Involving Firearms

Any student, sixteen (16) years of age or older, or under sixteen (16) and in grades six (6) through twelve (12), who is found guilty of being in possession of a firearm on school property, on a school bus or in actual possession at a school-sponsored event, pursuant to a hearing, shall be expelled from school for a minimum period of four (4) complete school semesters and shall be referred to the district attorney for appropriate action.

Any student in kindergarten through grade five (5) who is found guilty of being in possession of a firearm on school property, on a school bus, or in actual possession at a school-sponsored event, pursuant to a hearing, shall
be expelled from school for a minimum period of two (2) complete school semesters and shall be referred to the district attorney for appropriate action.

The Superintendent, however, may modify the length of the minimum expulsion required in the above paragraphs on a case-by-case basis, provided such modification is in writing.

2. Expulsion Involving Drugs

Any student, sixteen (16) years of age or older, found guilty of possession of, or knowledge of and intentional distribution of, or possession with intent to distribute any illegal narcotic, drug, or other controlled substance on school property, on a school bus or at a school-sponsored event, pursuant to a hearing, shall be expelled from school for a minimum period of four (4) complete school semesters.

Any student who is under sixteen (16) years of age and in grades six (6) through twelve (12) and who is found guilty of possession of, or knowledge of and intentional distribution of, or possession with intent to distribute any illegal narcotic, drug, or other controlled substance on school property, on a school bus, or at a school-sponsored event, pursuant to a hearing, shall be expelled from school for a minimum period of two (2) complete school semesters.

Any case involving a student in kindergarten through grade five (5) found guilty of possession of, or knowledge of and intentional distribution of, or possession with intent to distribute any illegal narcotic, drug, or other controlled substance on school property, on a school bus, or at a school-sponsored event, pursuant to a hearing, shall be referred to the Board through a recommendation for action from the Superintendent.

3. Expulsion Involving Knife/Weapon

The Terrebonne Parish School Board requires a student to be immediately suspended when found carrying or possessing a knife, the blade of which equals or exceeds two (2) inches in length, or other dangerous instrumentality.

The principal shall immediately recommend the student’s expulsion, except that, in the case of a student less than eleven (11) years old in pre-kindergarten through grade five (5) who is found carrying or possessing a knife, the principal may, but shall not be required to, recommend the student’s expulsion.
A student found carrying or possessing a knife with a blade less than two (2) inches in length may be suspended, but, in appropriate cases, at a minimum shall be placed in in-school suspension.

Any student who is under sixteen (16) years of age and in grades six (6) through twelve (12) and who is found guilty of being in possession of a knife/weapon on school property, on a school bus, or in actual possession at a school-sponsored event, pursuant to a hearing, shall be expelled from school for a minimum period of two (2) complete school semesters and shall be referred to the district attorney for appropriate action.

Any student sixteen (16) years of age or older who is found guilty of being in possession of a knife/weapon on school property, on a school bus, or in actual possession at a school-sponsored event, pursuant to a hearing, shall be expelled from school for a minimum period of four (4) complete school semesters and shall be referred to the district attorney for appropriate action.

A *weapon*, in accordance with federal statutes, means a firearm or any device which is designed to expel a projectile or any destructive device, which in turn means any explosive, incendiary or poison gas, bomb, grenade, rocket, missile, mine or similar device.

B. The conviction of any student of a felony or the incarceration of any student in a juvenile institution for an act which, had it been committed by an adult, would have constituted a felony, may be cause for expulsion of the student for a period of time as determined by the School Board, provided that such expulsion shall require the vote of two-thirds of the elected members of the School Board.

C. The parent or tutor of the student may submit a written request, within five (5) days after the decision of the hearing is rendered, that the School Board review the findings of the Superintendent or designee at a time set by the School Board; otherwise, the decision of the Superintendent shall be final. If requested, as herein provided, and after reviewing the findings of the Superintendent or designee, the School Board may affirm, modify, or reverse the action previously taken.

D. The principal shall promptly advise the Superintendent or designee of all such suspensions, stating the reasons for the suspensions. No suspended student shall be allowed to leave the school premises during the school day until parent, guardian, or other proper authorities assume responsibility for him/her, unless immediate removal from school due to danger or threat of disruption to academic process is warranted.

The principal and other appropriate personnel shall be required to file written documentation of all suspensions. Said documentation shall include the circumstances surrounding any suspension, the reason for suspension, and any
other pertinent facts concerning the disciplinary action. The principal shall file copies of his/her report with the Superintendent, other appropriate personnel, and the parent or guardian and retain a copy for his/her records.

**READMITTANCE**

A. No student who has been expelled shall be admitted to any public school in any other parish or city school system in the state except upon the review and approval of the Superintendent or the Supervisor of Child Welfare and Attendance as his/her designee.

B. Upon request for admittance, any student who has been expelled from any school shall provide the School Board information on the dates of any expulsions and the reason or reasons for which the student was expelled. Additionally, the transfer of a student's records by any public school or school system in the state to any other public or nonpublic school or school system shall include information on the dates of any expulsions and the reason or reasons for which the student was expelled.

C. Any student expelled from school may be readmitted on a probationary basis to school at any time during the specified period of expulsion on such terms and conditions as may be stipulated by the School Board and agreed to, in writing, by the student and by the student's parent or other person responsible for the student's school attendance. However, any such written agreement shall include a provision that upon the school principal's or Superintendent's making a determination that the student has violated any term or condition of the agreement, the student shall be immediately removed from the school premises without the benefit of any hearing or other procedure applicable to student suspensions and expulsions.

D. In addition to the re-admittance provisions for all expulsions stated above, a student that has been expelled for possessing on school property or on a bus, a firearm, knife, or other dangerous weapon, or possessing or possession with intent to distribute or distributing, selling, giving, or loaning while on school property or a school bus any controlled dangerous substance shall not be enrolled or readmitted to any such school on a probationary basis prior to the completion of the period of expulsion until the student produces written documentation that he/she and his/her parent or legal guardian have enrolled and participated or is participating in an appropriate rehabilitation or counseling program related to the reason(s) for the student's expulsion. The rehabilitation or counseling programs shall be provided by such programs approved by the juvenile or family court having jurisdiction, if applicable, or by the School Board. The requirement for enrollment and participation in a rehabilitation or counseling program shall be waived only upon a documented showing by the student that no appropriate program is available in the area or that the student cannot enroll or participate due to financial hardship.
E. Any student, upon serving the minimum time at an alternative school for a gun violation, shall be required to appear before the full School Board prior to being readmitted to any Terrebonne Parish school.

CREDIT FOR SCHOOL WORK MISSED

A student who is suspended for ten (10) days or fewer shall be assigned school work missed while he/she is suspended and shall receive either partial or full credit for such work, upon the recommendation of the student’s teacher, if it is completed satisfactorily and timely as determined by the principal or his/her designee.

A student who is suspended for more than ten (10) days, or expelled, and receives educational services at an alternative school site, shall be assigned work by a certified teacher and shall receive credit for school work if it is completed satisfactorily and timely as determined by the teacher. Such work shall be aligned with the curriculum used at the school from which the student is suspended.

PARENTAL CONFERENCE

In each case of suspension or expulsion, the principal or designee shall contact the parent, tutor, or legal guardian to notify the parent, tutor, or legal guardian of the suspension or expulsion and to set up a conference. "Notice" shall be given by contacting the parent, tutor, or legal guardian by telephone at the telephone number shown on the student’s registration card or by sending a certified letter to the address shown on the student’s registration card. In the case of expulsion, a certified letter must be sent.

If the parent, tutor, or legal guardian fails to attend the required conference set by the principal within five (5) school days of notification, the truancy laws shall be effective. On not more than one occasion each school year when the parent, tutor, or legal guardian refuses to respond, the principal may determine whether readmitting the student is in the best interest of the student. On any subsequent occasions in the same school year, the student shall not be readmitted unless the parent, tutor, or legal guardian, court or other appointed representative responds.

In any case where a teacher, principal, or other school employee is authorized to require the parent, tutor, or legal guardian of a student to attend a conference or meeting regarding the student’s behavior and after notice, the parent, tutor, or legal guardian willfully refuses to attend, the principal or designee shall file a complaint, in accordance with statutory provisions, with a court exercising juvenile jurisdiction.

SUSPENSION NOT APPLICABLE

Suspension of a student shall not apply to the following:

1. A student carrying or possessing a firearm or knife for purposes of involvement in a school class, course, or school-approved co-curricular or extracurricular activity
2. A student possessing any controlled dangerous substance that has been obtained directly or due to a valid prescription or order from a licensed physician.

However, such student shall carry verifiable evidence of that prescription or physician's order on his/her person at all times when in possession of any controlled dangerous substance.

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