

Short-Term Suspension

A short-term suspension may be imposed upon a student for committing acts defined as student misconduct as set forth in Policy 3200. Before any such suspension is imposed upon any student, a conference shall be held with that student during which s/he shall be provided with:

- A. an oral or written notice of the alleged misconduct;
- B. an oral or written explanation of the evidence supporting the allegation(s);
- C. an oral or written explanation of the corrective action or punishment which may be imposed; and
- D. an opportunity to present his/her explanation.

In the event a short-term suspension is to exceed one day, the parent(s) or guardian(s) of the student shall be notified of the reason for the student's suspension and its duration either orally or by a letter deposited in the United States' mail as soon as reasonably possible. The notice shall also inform the parent(s) or guardian(s) of the right to an informal conference pursuant to Policy 3345 or 3346 and that the suspension may possibly be reduced as a result of such conference.

Once the suspension has been imposed, the superintendent/designee must receive written notification of the suspension and the reasons for imposing it. This is to be done within 24 hours.

In cases where reasonable attempts to schedule a conference for the above purposes are not successful, administrators need to deal with the suspension. In such cases, the reasons for not holding a conference will be recorded and shared with students and parent(s)/guardian(s).

Legal Reference:

WAC 180-40-245	Short-term suspension—conditions, limitations
WAC 180-40-250	Short-term suspension—prior conference required—notice to parent
WAC 180-40-255	Short-term suspension—grievance procedure

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Formerly: Policy No. 3321