

## **Policy 447.4 STUDENT PRE-EXPULSION AND PROCEDURE**

The purpose of pre-expulsion is to defer expulsion provided the student complies with conditions for continuance in school. Pre-expulsion is to be utilized only in cases where administration deems that it is in the best interest of the student to have an opportunity to stay in school. Pre-expulsion will only be utilized in first-time offense cases. To qualify for pre-expulsion, the following must apply:

1. The Student's presence will not compromise or threaten the safety of other students and staff in the district.
2. The student had not engaged in conduct outlined in state law which requires the student's expulsion from school (e.g., possessing a firearm in violation of state law and Board policy).
3. The student's conduct does not otherwise warrant bypassing pre-expulsion in favor of expulsion.

### **Pre-expulsion Process**

- A. Student infraction occurs.
- B. Building administration contacts the District Administrator to determine if a pre-expulsion conference is appropriate.
  1. If no pre-expulsion conference is to be held, the student may be suspended or be moved toward expulsion.
  2. If a pre-expulsion conference is to be held, the student may be suspended for up to five (5) school days by the principal. The District Administrator may extend the suspension by an additional ten (10) days.
- C. Building administration informs parent/guardian of need for pre-expulsion conference within five (5) days. A date and time is chosen.
- D. The District Administrator/designee will send a letter informing the student and parent/guardian, of the pre-expulsion conference.
  1. Letter will include:
    - a. Student name/address,
    - b. Parent/Guardian names/address,
    - c. Description of the infraction,
    - d. Dates of suspension,
    - e. Date and time of pre-expulsion conference,
    - f. Date and time of expulsion hearing (if necessary)
    - g. Names of administration present for conference,
    - h. How the conference will be conducted.
  2. Certified letters are sent to the parents and student separately.

- E. At pre-expulsion conference, discuss the probability of going to expulsion, manifestation determination, and behavior agreement.
  - 1. Conference officer is the District Administrator/designee.
  - 2. The conference shall be conducted as follows:
    - a. The behavior of concern is reviewed by the principal and/or designee.
    - b. The student's behavior and academic summary are reviewed.
    - c. An opportunity for the student and/or parent/guardian to answer questions and respond to the incident and problems is provided.
    - d. The seeking of a willingness on the part of the student and/or parent/guardian to voluntarily accept an opportunity to avoid an expulsion hearing for this first-time offense.
    - e. An agreement by the student and parent/guardian to conditions for return to school and have the expulsion hearing placed in abeyance.
- F. Parties come to an understanding of determinations made at conference.
- G. The District Administrator/designee provides a summary of the conference via a letter to the following:
  - 1. Student,
  - 2. Parent/guardian,
  - 3. Administrators involved,
  - 4. Student file.
- H. A report will be provided to the Board of Education at their next regularly scheduled meeting.
- I. The student and parent/guardian must sign summary statement.
- J. The student and parent/guardian must sign "Abeyance Agreement."
- K. The student's expulsion hearing is held in abeyance for one (1) year if the student meets the conditions of continuance.

**Legal Reference:** 120.13(1)(e), Wis. Stats.

**APPROVED:** April 8, 2024