

Student Discipline and Emergency Removal from a Class, Subject, or Activity
Procedural Due Process

Designated school district employees may impose corrective actions for violations of the rules of student conduct. A student shall be given an opportunity to contest the facts leading to the corrective action, to contest the appropriateness of the corrective action imposed by disciplinary authority, or to allege prejudice or unfairness on the part of the school district official responsible for the corrective action.

However, the hallmark of the exercise of disciplinary authority shall be fairness. Every effort shall be made by administrators and faculty members to resolve problems through effective utilization of school district resources and cooperation with the student and his/her parent(s) or guardian(s).

The methods employed in enforcing the rules of the school involve professional judgment. Such judgment should be:

- A. consistent from day to day and student to student,
- B. balanced against the severity of the misconduct,
- C. appropriate to the student's nature and prior behavior,
- D. fair to the student, parent and others, and
- E. effective.

Discipline

"Discipline" shall mean all forms of corrective action other than suspension or expulsion and shall include the exclusion of a student from a class or activity by a teacher or administrator for a period of time not exceeding the balance of the immediate class, subject, or activity period, provided that the student is in the custody of a school district employee for the balance of such period. Discipline shall also mean exclusion of a student from any other type of activity conducted by or in behalf of a school district. "Discipline" is subject to the following limitations and conditions:

1. No form of "discipline" shall be enforced in such a manner as to prevent a student from accomplishing specific academic grade, subject, or graduation requirements.
2. For minor infractions of school rules or regulations, or for minor misconduct, staff may detain students after school hours.
3. Detention shall not begin until the parent has been notified for the purpose of informing him/her of the basis and reason for the detention and to permit him/her to make arrangements for the necessary transportation of the student when he/she has been detained after school hours for corrective action.

Appeal Process for Disciplinary Action

1. Any student, parent or guardian who is aggrieved by the imposition of discipline shall have the right to an informal conference with the principal for the purpose of resolving the grievance. The employee whose action is being grieved shall be notified of the initiation of a grievance as soon as reasonably possible.

During the conference, the student, parent, or guardian shall be subject to questioning by the principal or designee and shall be entitled to question staff involved in the matter being grieved.

2. After exhausting this remedy, the parent and student shall have the right, upon two (2) school business days' prior notice, to present a written and/or oral grievance to the District Hearing Officer.
3. If the grievance is not resolved with the District Hearing Officer, the parent and student, upon two (2) school business days' prior notice, shall have the right to present a written and/or oral grievance to the board of directors during the board's next regular meeting. A closed meeting may be held for the purpose of considering the grievance. The board shall notify the student, parent, or guardian of its response to the grievance within ten (10) school business days after the date of the meeting.
4. The disciplinary action shall continue notwithstanding the implementation of the grievance procedure set forth in this section unless the principal or his designee elects to postpone such action.

Emergency Removal from a Class, Subject, or Activity

A student may be removed immediately from a class, subject, or activity by a certificated teacher or an administrator and sent to the building principal or a designated school authority: Provided, that the teacher or administrator has good and sufficient reason to believe that the student's presence poses an immediate and continuing danger to the student, other students, or school personnel or an immediate and continuing threat of substantial disruption of the class, subject, activity, or educational process of the student's school. In no event, without consent of the teacher, shall an excluded student be returned during the balance of the particular class or activity period from which the student was initially excluded.

The principal or school authority shall meet with the student as soon as reasonably possible following the student's removal and take or initiate appropriate corrective action or punishment. In no case shall the student's opportunity for such meeting be delayed beyond the commencement of the next school day.

Policy References: P3100-1 Student Rights
P3100-2 Student Responsibilities and Rules of Student
Conduct
P2040-1 Special Education and Related Services

Legal References: WAC 392-400-205 Definitions
392-400-235 Discipline--Conditions and Limitations
392-400-240 Discipline--Grievance procedure
392-400-290 Emergency removal from a class, subject, or
Activity
392-172-370 thru 385 Special Education Disciplinary
Exclusion

June 26, 2001