

MARSHALL PUBLIC SCHOOLS

**SERIES 400
STUDENTS**

Board Exhibit 447.3 (A)

EXPULSION CHECKLIST

1. Not less than five days prior to the date of expulsion hearing, the school board shall send written notice of the hearing, separately:
_____ a. to pupil, AND
_____ b. if pupil is a minor, to parent/guardian

2. The notice of hearing shall:
_____ a. specify the particulars of the alleged refusal, neglect or conduct;
_____ b. state time and place of hearing;
_____ c. state that hearing may result in pupil's expulsion;
_____ d. include copy of current s120.13(1)(c), Stats., printed in full on the face or back of the notice.

- _____ 3. Pupil or parent/guardian of minor may request closed hearing.

- _____ 4. Pupil and, if pupil is a minor, the parent or guardian may be represented at hearing by counsel.

- _____ 5. Prior to expulsion, the school board shall conduct hearing and keep written minutes of the hearing. A tape recording is acceptable.

6. Expellable offenses-based on facts presented at hearing, the school board makes written findings that:
_____ a. the pupil is guilty of repeated refusal to neglect to obey the rules OR
_____ b. the pupil knowingly conveyed or caused to be conveyed any threat of false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives OR
_____ c. the pupil engaged in conduct while at school or while under the supervision of a school authority which endangered the property, health or safety of others, OR
_____ d. the pupil while not at school or while not under the supervision of a school authority engaged in conduct which endangered the property, health or safety of others at school or under the supervision of a school authority, OR
_____ e. the pupil endangered the property, health or safety of any employee or school board member of the school district in which the pupil is enrolled.
AND the board is satisfied that the interest of the school demands the pupil's expulsion.

- _____ 7. School board shall mail copy of expulsion order, separately:
_____ a. to pupil, AND
_____ b. if pupil is a minor, to parent/guardian

- _____ 8. Inform pupil and, if pupil is a minor, the parent/guardian of right to appeal to state superintendent.

- _____ 9. All time lines have been met.

Legal References: S 120.13(1)(c), WI Statutes.

Cross Reference:

Date of Adoption: February 15, 1995

Date of Revision: