



# Renaissance Academy

413 Fairview Street, Phoenixville, PA 19460  
Phone: 610-983-4080 Fax: 610-983-4096

No. 233  
SECTION: Pupils  
TITLE: Suspension & Expulsion  
1st Reading: Sept. 11, 2014  
Adopted: Nov. 12, 2014  
Re-Authorized September 2018

## Suspension and Expulsion

### 1 PURPOSE

---

Students in the public schools of the Commonwealth of Pennsylvania have the responsibility to conduct themselves in accordance with the rules and regulations established by the Board of School Trustees of each school entity. Failure of students to abide by such rules and regulations may result in their suspension and in due course expulsion from Renaissance Academy.

### 2 AUTHORITY

---

The Board may, after a proper formal hearing, expel a student for such time as it deems necessary or may permanently expel a student. Expulsion is the most severe punishment a school system may use.

SC 1318 Title 22 Section 12.6, 12.8

### 3 GUIDELINES

---

#### **EXCLUSION FROM SCHOOL – SUSPENSION**

The principal or designee may suspend any student for misconduct for a period of one (1) to ten (10) consecutive school days.

No student may be suspended without notice of the reason(s) for which s/he is suspended and an opportunity to be heard on his/her own behalf before the school official who holds the authority to reinstate the student. Prior notice is not required where it is clear that the health, safety or welfare of the school population is threatened. The parents/guardians shall be notified immediately in writing when a student is suspended.

When the suspension exceeds three (3) school days, the student and parent/guardian will be expected to participate in a meeting with the school official and/or principal. Such meeting shall take place as soon as possible after the suspension and prior to returning to school.

### **EXCLUSION FROM CLASS – ALTERNATE PLACEMENT**

No student may receive alternate placement without notice of the reason(s) for which s/he is being placed and an opportunity to respond prior to the time the placement becomes effective. The parent/guardian shall be informed of the alternate placement action taken by the school.

Should the alternate placement exceed ten (10) consecutive school days, the student and parent/guardian shall be offered an informal hearing with the building principal or designee. Such hearing shall take place prior to the eleventh school day of the alternate placement.

The school shall provide for the student's education during the period of alternate placement.

### **EXPULSION**

Expulsion is exclusion from school by the Board for a period exceeding ten (10) school days. The Board may permanently expel from the school rolls any student whose misconduct warrants this sanction. No student shall be expelled without an opportunity for a formal hearing before the Board, or a duly authorized committee of the Board and upon action taken by the Board after the hearing.

### **ATTENDANCE REQUIREMENTS**

A student under seventeen (17) years of age who is expelled is not excused from compliance with the compulsory attendance statute.

The initial responsibility for providing the required education rests with the student's parent/guardian through placement in another school, tutorial or corresponding program, or any other educational program approved by the Principal. Parents/guardians who are unable to provide an education for their student shall submit a written statement within thirty (30) days that they are unable to do so. The home school of residence shall then make provisions for the student's education. If thirty (30) days pass without satisfactory evidence that the required education is being provided, the school shall contact the parent/guardian and make provisions for the student's education.

### **STUDENTS WITH DISABILITIES**

When a student with an Individualized Education Program faces suspension or expulsion, the school shall ensure that it complies with all applicable state and federal laws and regulations and Board policies.

A meeting of the pre-designated IEP team will take place after any period of suspension exceeding (10) ten non-consecutive school days to discuss needs of placement.

### **EXPULSION HEARINGS**

A formal hearing shall be required in all expulsion actions.

The Board requires that each hearing shall be closed to the public unless the student and/or parent/guardian requests public hearing.

A formal hearing shall not be unreasonably delayed and in any event shall be held within ten (10) school days of the notification of charges unless mutually agreed to by both parties or delayed for reasons set forth in statute and/or regulation.

The formal hearing shall observe the due process requirements of:

1. Notification of the charges in writing by certified mail to the student's parent/guardian, including a copy of the school's expulsion policy, notice that legal counsel may represent the student and the school's hearing procedures.
2. At least three (3) days' notice of the time and place of the hearing.
3. The hearing shall be private unless the student or parent/guardian requests a public hearing.
4. The right to representation by counsel at the expense of the parent/guardian and the right to have parents/guardians attend the hearing. If a student plans to be represented by counsel, they must notify the school at least 48 hours in advance of the hearing.
5. Disclosure of the names of witnesses.
6. The right to request such witnesses appear in person and answer questions or be cross-examined. If a student wishes to have witnesses appear, the school must be notified at least 48 hours in advance of the hearing.
7. The right to testify and present witnesses on the student's behalf.
8. The hearing shall be held with all reasonable speed.
9. Recording of the proceedings by recorder.
10. A copy of the recording available at the student's / parent's expense.

#### **ADJUDICATION**

A written adjudication shall be issued after the Board has acted to expel a student. The adjudication may include additional conditions or sanction.

SC 1318 Title 22 Section 12.6 Title 22 Sec.12.7 SC1318 Title 22 Sec. 12.6, 12.8 Title 22 2 Pa C.S.A Sec. 101 et seq Pa C.S.A Sec. 101

#### **4 DELEGATION OF RESPONSIBILITY**

---

The Principal or designee shall develop rules and regulations to implement this policy which include:

1. Publication of a student Code of Conduct, in accordance with Board policy on student discipline.
2. Procedures that ensure due process when depriving a student the right to attend school.
3. Regulations regarding student records which require that records of disciplinary suspension be maintained in accordance with Board policy on student records.
4. The name of a student who has been disciplined shall not become part of the agenda or minutes of a public meeting, nor part of any public record of the Board; but such students be designated by code.
5. Any student who has been expelled may apply for readmission to school upon such conditions as may be imposed by the Board.

## **5 CONDITIONS FOR EXPULSION**

---

A student may not receive course credit for the semester in which the expulsion occurs.

Expelled students may be reinstated to Renaissance Academy after submitting a written request to the School Board of Trustees President at least thirty (30) school days before the expiration of the period of expulsion and prior to the start of the school year or second semester.

A student with a disabling condition may be expelled for engaging in conduct that would warrant such action for a non-disabled student if the misconduct is not related to the disabling condition. The student, however, shall continue to receive an appropriate part of his/her special education program in an alternative setting.

## **6 REINSTATEMENT PROCEDURES**

---

### **EXPULSION FROM RENAISSANCE ACADEMY**

All students who have been expelled must submit a written request to the Board of School Director's President in order to return to school. This request must be made at least (30) thirty school days before the expiration of the period of expulsion and before the beginning of the school year or start of the second semester. The request must state, in detail, why the student should be allowed to return to school, state that the student agrees to comply with all rules of student conduct, and contain facts/evidence indicating resolution of the problem which caused the expulsion. Any supporting statements from persons other than the parent(s)/guardian(s) or student should be included with the written request.

The Board will order a formal hearing to be held on any written request for reinstatement to Renaissance Academy. Such hearing shall follow procedures the same as those of the expulsion hearing. Sufficient notice of the time and place of the meeting shall be given to the expelled student's parent(s)/guardian(s).

Reinstatement may occur only when the student may earn credit for courses attended.

The Board, or designee, may establish further conditions within the reinstatement process with which the student must comply prior to his/her admission with the instructional program.

Students returning from expulsion may be placed on behavior probation for an amount of time to be determined by the Board which will be decided during the reinstatement hearing.

If the Board denies a request to return to school, the student may submit another request for the following school year.

### **EXPULSION FROM ANOTHER SCHOOL**

The Board or its designee may admit students expelled from other schools upon written request as long as their admission is consistent with providing a safe, secure, and positive school environment for all students and staff. The circumstances of the

expulsion and the overall student record will be considered in the decision whether or not to admit the student.

All students who have been expelled from another school must submit a written request for admission to Renaissance Academy to the Board of School Director's President. This request must be made at least 30 school days before the beginning of the school year or start of the second semester. The request must state, in detail, why the student should be allowed to be admitted to Renaissance Academy, state that the student agrees to comply with all rules of student conduct, and contain facts/evidence indicating resolution of the problem which caused the expulsion. Any supporting statements from persons other than the parent(s)/guardian(s) or student should be included with the written request.

In order to prohibit the enrollment of a potentially dangerous student, the Principal or designee shall conduct a formal hearing and make a recommendation for the Board action before admitting any student who has been expelled from another school. Such hearing shall follow procedures the same as those of the expulsion hearing. Sufficient notice of the time and place of the hearing shall be given to the expelled student's parent(s)/guardian(s).

Admission may occur only when the student may earn credit for courses attended.

The Board, or designee, may establish further conditions within the admission process with which the student must comply prior to his/her admission with the instructional program.

## **7 EXCEPTIONS**

---

If the Board denies a request for admission to Renaissance Academy, the student may submit another request for the following school year.

The Board may, upon recommendation of the school, chief school administrator, or on its own initiative reinstate an expelled student to school prior to the expiration of the terms of expulsion, under such further terms, conditions, or requirements as the board may determine.

Expelled students shall not be eligible to apply for reinstatement to the school entity if they are 21 years of age or older or have graduated from another public or private school entity or have acquired a general equivalency diploma (GED).

## **8 APPEAL PROCESS**

---

The decision of the Board may be appealed to the appropriate local court of the Commonwealth of Pennsylvania.