

# **504.01E1 Information Which Must be Presented to the Student and Parents**

Friday, August 11, 2023

## **INFORMATION WHICH MUST BE PRESENTED TO THE STUDENT AND HIS OR HER PARENTS**

When a student faces expulsion, Nebraska Statute §79-268(2) requires that the school district provide the student and his or her parents or guardian with the information described below. The school administrator should be thorough in his or her presentation.

I. Notice of the policy or rule violated. This notice should specify all applicable sections of the student handbook and board policy.

II. A summary of the evidence.

III. A notice of the recommended penalty or any other penalty to which the student may be subject.

IV. A statement that the parents or guardian have a right to request a hearing before the penalty goes into effect. (Include in the attached letter to parents or guardian) .  
Note: If the school has decided that the student will be suspended until the hearing officer makes a recommendation to the superintendent of schools (e.g. because the student has been violent, or his return will be disruptive to the school), explain this in detail in the letter to the parent or guardian.

V. A description of the hearing and appeal procedures.

VI. A statement of the right to inspect the student's academic and disciplinary records, and any affidavits to be used at the hearing. (Included in the attached letter to parents or guardian.)

VII. The right to know the names of the witnesses who will appear at the hearing and the substances of their testimony. (Included in the attached letter to parents or

guardian.)

VIII. A form to request a hearing.

Guidelines For The Completion of Classwork. The Student Discipline Act requires the school district to notify the student, at the time of expulsion, of the district's guidelines for the completion of classwork which he or she will miss because of the suspension.

Nebraska Statute §79-265 states as follows:

Any student who is suspended pursuant to this section may be given an opportunity to complete any classwork, including, but not limited to examinations, missed during the period of suspension. School officials shall develop and adopt guidelines stating the criteria that will be used in determining whether and to what extent such opportunity for completion will be granted to suspended students. The guidelines shall be provided to the student and parents or guardian at the time of suspension.