



**PLEASANTON UNIFIED SCHOOL DISTRICT  
Pupil Services/Special Education**

**EXPULSION PROCESS**

1. Within five school days of the suspension for the incident, the parents and pupil will be given the opportunity to conference with the Coordinator of Pupil Services or designee. At this meeting, the expulsion process is explained. Parents will also be informed if the suspension will continue until the final decision is made by the Board of Trustees.
2. Within 30 school days from the date of the incident, the pupil will be given a hearing before an administrative panel. Parents will receive a notice of the hearing in advance, and copies of all evidence submitted to substantiate the charge for expulsion. At the hearing, parents will have the opportunity to present evidence to deny or explain the allegations.
3. The hearing panel will determine if the charge is an expellable offense based on Education Code or school rules. The panel will review the documentation of the case and hear testimony by the school personnel, pupil, parents, and/or witnesses. The hearing will be held in closed session (unless parents request open session) and tape recorded in case of an appeal to the county board of education.
4. Within three school days following the hearing, the panel will determine whether to:
  1. not recommend expulsion - student returns to school immediately
  2. recommend expulsion
    - a. full expulsion - up to one calendar year. Student will be referred to community court school in San Leandro or community day school in Hayward.
    - b. expulsion but suspended enforcement of the expulsion for up to one calendar year allowing the pupil to participate in an educational program in the district with probation conditions.
5. Within ten school days following the hearing, the Board of Trustees will review the hearing panel's recommendation. Final action to expel a student is the decision of the Board.
6. The district is required to maintain a record of the expulsion. The expulsion order will be recorded in the pupil's CUM folder and shall be forwarded to any school in which the pupil subsequently enrolls.

The intent of this summary of expulsion proceedings is in no way meant to be a substitute for the detailed information parents will receive in Board Policy 5150 (Pupil Behavior).

The Pupil Services office staff is available to assist parents in these proceedings. If they have questions about the process or timelines, they can call the office at 426-4290.