

|                                                             |                                                                                  |
|-------------------------------------------------------------|----------------------------------------------------------------------------------|
| Subject: Student Discipline Policies & Discipline Committee | Date: June 4, 2008                                                               |
| Policy Reference <u>JGD/JGE, JFC, JEC</u>                   | Enclosures: Discipline Committee Attachments 1 & 2, and Draft JGD/JGE, JFC & JEC |
| Strategic Plan Goal Reference <u>Goal 5</u>                 | REASON FOR CONSIDERATION:<br>Action <u>  X  </u> Information <u>  X  </u>        |

### **Background (Purpose)**

At the student discipline workshop on April 28, 2008, the Board reviewed draft revisions to policies JGD/JGE, JFC and JEC, and discussed the possibility of forming a discipline committee of the School Board. The Board requested staff to: (1) revise JGD/JGE to capture board discussion about the kinds of cases that may be referred for hearing by the Disciplinary Hearing Officer, include a statement on restorative practice, and permit the Disciplinary Hearing Officer to conduct a preliminary review of statutory "firearms" and pneumatic gun cases for determination of discipline other than expulsion; and (2) present some options for creating a discipline committee with rotating membership.

Discipline Committee. Attachments # 1 and 2 set forth staff recommendations for creating a discipline committee under four different rotational schedules.

Policies. JGD/JGE has been revised to include the changes requested by the Board and to incorporate the formation of a discipline committee, should the Board decide to move forward with that initiative. Significant changes are highlighted in yellow. Policies JFC and JEC have been revised for minor wording changes. All three policies are presented for the Board's first reading.

### **Administrative Consideration (Rationale)**

As the Board discussed at its April 28, 2008 workshop, the formation of a discipline committee would distribute the responsibility for hearing cases among all Board members and potentially bring greater efficiency to the discipline process. The student discipline policies have been revised as part of an ongoing effort to clarify and better structure the Division's student discipline procedures.

### **Budget Implications (Short and Long Term)**

There are no known budget implications at this time.

### **Recommendation/Future Direction/Time Line**

The discipline committee recommendations are brought for the Board's discussion and action. The student discipline policies will be brought for a second reading and adoption at the Board's July 10<sup>th</sup> meeting.

PREPARED: Annie Kim, School Board Attorney

REVIEWED: \_\_\_\_\_ ITEM NUMBER:

RECOMMENDED:



Administrative and Support Services Department  
401 McIntire Road Charlottesville, Virginia 22902  
(434) 296-5877 FAX (434) 296-5805

To: Dr. Pamela Moran, Superintendent  
From: Ms. Sherrard H. Howen, Executive Director Administrative Services  
Date: June 3, 2008  
Re: School Board Discipline Committee

The School Board asked for some possible scenarios for a discipline committee which would begin in August of 2008. Four options are attached.

1. This option allows members to have blocks of time to alternate responsibilities. There is no overlap between committees, so there would not be continuity between committees to bring consistency to deliberations.
2. This scenario is similar to scenario 1 but allows members to complete their cycle within a 6 month period.
3. Scenario 3 rotates all members so that there is continuity between committees. The rotation does not do a complete cycle of all 7 members for the period of one year.
4. This scenario also rotates members to provide consistency but completes the rotation within one year.

In scenarios 1, 3 and 4 member 7 serves as an alternate. In scenario 3 an absent member would need to find a replacement. In all scenarios, the rotation would alternate between months that would have fewer cases and months that would have more cases. A chair will be selected for each committee or hearing, depending on the rotation schedule that is chosen.

It is suggested that there be one set meeting per month and one called meeting if needed. It is further suggested that if the discipline recommendation is not unanimous that the review by the full board take place in closed session prior to a regularly scheduled meeting, rather than calling a separate meeting.



# Scenarios for Discipline Committee Assignments

All board members have a randomly assigned number and then are scheduled using one of the following four scenarios to be selected by the board for 2008-09.

| Scenario 1                       |   |   |   |   |   |   |   |   |   |   |   |   |  | Scenario 2                       |   |   |   |   |   |   |  |  |  |  |  |  |  |
|----------------------------------|---|---|---|---|---|---|---|---|---|---|---|---|--|----------------------------------|---|---|---|---|---|---|--|--|--|--|--|--|--|
| July                             | 1 | 2 | 3 |   |   |   |   |   |   |   |   |   |  |                                  | 1 | 2 | 3 |   |   |   |  |  |  |  |  |  |  |
| August                           | 1 | 2 | 3 |   |   |   |   |   |   |   |   |   |  |                                  | 1 | 2 | 3 |   |   |   |  |  |  |  |  |  |  |
| September                        | 1 | 2 | 3 |   |   |   |   |   |   |   |   |   |  |                                  | 1 | 2 | 3 |   |   |   |  |  |  |  |  |  |  |
| October                          |   |   |   | 4 | 5 | 6 |   |   |   |   |   |   |  |                                  | 1 | 2 | 3 |   |   |   |  |  |  |  |  |  |  |
| November                         |   |   |   | 4 | 5 | 6 |   |   |   |   |   |   |  |                                  | 1 | 2 | 3 |   |   |   |  |  |  |  |  |  |  |
| December                         |   |   |   | 4 | 5 | 6 |   |   |   |   |   |   |  |                                  | 1 | 2 | 3 |   |   |   |  |  |  |  |  |  |  |
| January                          |   |   |   |   |   |   | 1 | 2 | 3 |   |   |   |  |                                  |   |   |   | 4 | 5 | 6 |  |  |  |  |  |  |  |
| February                         |   |   |   |   |   |   | 1 | 2 | 3 |   |   |   |  |                                  |   |   |   | 4 | 5 | 6 |  |  |  |  |  |  |  |
| March                            |   |   |   |   |   |   | 1 | 2 | 3 |   |   |   |  |                                  |   |   |   | 4 | 5 | 6 |  |  |  |  |  |  |  |
| April                            |   |   |   |   |   |   |   |   |   | 4 | 5 | 6 |  |                                  |   |   |   | 4 | 5 | 6 |  |  |  |  |  |  |  |
| May                              |   |   |   |   |   |   |   |   |   | 4 | 5 | 6 |  |                                  |   |   |   | 4 | 5 | 6 |  |  |  |  |  |  |  |
| June                             |   |   |   |   |   |   |   |   |   | 4 | 5 | 6 |  |                                  |   |   |   | 4 | 5 | 6 |  |  |  |  |  |  |  |
| Member 7 serves as an alternate. |   |   |   |   |   |   |   |   |   |   |   |   |  | Member 7 serves as an alternate. |   |   |   |   |   |   |  |  |  |  |  |  |  |

| Scenario 3                                                                                              |   |   |   |   |   |   |   |   |   |   |   |   |   | Scenario 4                       |   |   |   |   |   |   |   |   |   |   |   |   |  |
|---------------------------------------------------------------------------------------------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|----------------------------------|---|---|---|---|---|---|---|---|---|---|---|---|--|
| July                                                                                                    | 1 | 2 | 3 |   |   |   |   |   |   |   |   |   |   |                                  | 1 | 2 | 3 |   |   |   |   |   |   |   |   |   |  |
| August                                                                                                  |   | 2 | 3 | 4 |   |   |   |   |   |   |   |   |   |                                  |   | 2 | 3 | 4 |   |   |   |   |   |   |   |   |  |
| September                                                                                               |   |   | 3 | 4 | 5 |   |   |   |   |   |   |   |   |                                  |   |   | 3 | 4 | 5 |   |   |   |   |   |   |   |  |
| October                                                                                                 |   |   |   | 4 | 5 | 6 |   |   |   |   |   |   |   |                                  |   |   |   | 4 | 5 | 6 |   |   |   |   |   |   |  |
| November                                                                                                |   |   |   |   | 5 | 6 | 7 |   |   |   |   |   |   |                                  |   |   |   |   | 5 | 6 | 1 |   |   |   |   |   |  |
| December                                                                                                |   |   |   |   |   | 6 | 7 | 1 |   |   |   |   |   |                                  |   |   |   |   | 6 | 1 | 2 |   |   |   |   |   |  |
| January                                                                                                 |   |   |   |   |   |   | 7 | 1 | 2 |   |   |   |   |                                  |   |   |   |   |   | 1 | 2 | 3 |   |   |   |   |  |
| February                                                                                                |   |   |   |   |   |   |   | 1 | 2 | 3 |   |   |   |                                  |   |   |   |   |   | 2 | 3 | 4 |   |   |   |   |  |
| March                                                                                                   |   |   |   |   |   |   |   |   | 2 | 3 | 4 |   |   |                                  |   |   |   |   |   |   | 3 | 4 | 5 |   |   |   |  |
| April                                                                                                   |   |   |   |   |   |   |   |   |   | 3 | 4 | 5 |   |                                  |   |   |   |   |   |   |   | 4 | 5 | 6 |   |   |  |
| May                                                                                                     |   |   |   |   |   |   |   |   |   |   | 4 | 5 | 6 |                                  |   |   |   |   |   |   |   |   | 5 | 6 | 1 |   |  |
| June                                                                                                    |   |   |   |   |   |   |   |   |   |   |   | 5 | 6 | 7                                |   |   |   |   |   |   |   |   |   | 6 | 1 | 2 |  |
| <b>Includes all 7 members.</b> Individual members would need to find a replacement if unable to attend. |   |   |   |   |   |   |   |   |   |   |   |   |   | Member 7 serves as an alternate. |   |   |   |   |   |   |   |   |   |   |   |   |  |

**Suggestion for all scenarios: 1 set meeting per month and a called meeting if needed. The group selects a chair.**