



Principal Request for Extended Suspension

(Expulsion Packet)

School Site: _____ Person completing the request: _____

Student's Full Name: _____ Student DOB: _____

Grade Level: _____ Student Ethnicity: _____ Gender: _____

Parent/Legal Guardian: _____ and _____

Mailing Address: _____ City: _____ Zip: _____

Home Telephone: _____ Cell phone: _____ Work phone: _____

Educational Program: _____ If SPED, date of most current IEP: _____

Suspension Information:

First/Last Day of Suspension: _____ to _____

Total number of days suspended in semester 1 _____

Total number of days suspended in semester 2 _____

Total number of days suspended for the school year: _____

Was the student given the opportunity to tell their side of the story?

Yes

No

If NO why: _____

If YES, did they write a witness statement: _____

48900:

48915:

(Factual Findings) A "finding" must be written in the expulsion decision describing the conduct the student engaged in which is basis for the expulsion. The finding must spell out the facts (where, when, what) sufficiently to verify the student engaged in misconduct. The finding must be based upon evidence provided during the expulsion hearing, not information provided in any non-formal expulsion documents or conversation. If the student has an IEP, the manifestation results and date need to be included.

Requested by: _____ Title: _____ Date: _____

Signature: _____ Date: _____