

## Student Expulsion Hearing Guide

**Hearing Officer:** We are meeting today at \_\_\_\_\_  
to consider the expulsion of \_\_\_\_\_.  
Today is \_\_\_\_\_, 20\_\_\_\_, and the time is \_\_\_\_\_.

In order to provide the most accurate record possible, a tape recording of the proceedings is being made. Please avoid talking when others are speaking so the tape will reflect the proceedings accurately.

For the record, will the student, student's parent or guardian, and any representative appearing on the student's behalf please identify yourselves.

**Student Rep:** **(Student, parent/guardian, and/or representative introduce themselves.)** \_\_\_\_\_

**Hearing Officer:** At this time, each District Administrator and teacher present will please state your name and position.

**Admin Rep:** **(Administrators and teachers introduce themselves.)**

**Hearing Officer:** This matter is the expulsion hearing of a \_\_\_\_\_ ISD student, \_\_\_\_\_. It is proposed that \_\_\_\_\_ be expelled to the Johnson County Juvenile Justice Alternative Education Program because she/he \_\_\_\_\_, punishable as a felony, on campus.

The hearing will be conducted in accordance with the District's policy FOD governing expulsion of students.

It is the Administration's responsibility to present evidence to the charges in this case.

At the conclusion of the Administration's presentation, the student's representative may present evidence.

The rules for this hearing are as follows:

1. Only one person talks at a time; no interruptions.
2. The participants are not to argue directly with each other.
3. The participants should conduct themselves with common courtesy and respect for the rights of others.
4. Any disruptive behavior will result in removal from the hearing room.
5. Finally, while this hearing is not a formal court proceeding, I will rule on objections to the best of my ability.

Are there any questions regarding the hearing procedures or any objection to these rules? ***[Wait for response. If no response, state. . . ]*** For the record, each party is nodding their agreement ***(or some such statement documenting that neither party is disagreeing)***.

The Administration may now present evidence supporting its case.

**Admin Rep:** **(The Administration's representative presents exhibits and documentary evidence, and calls witnesses. The student's representative is permitted to cross-examine witnesses as desired.)**

**Hearing Officer:** Does the Administration have anything further to present?

**Admin Rep:** **(Reply)**

**Hearing Officer:** The student or representative may now present evidence on behalf of the student.

**Student Rep:** **(The student's representative presents exhibits and documentary evidence, and calls witnesses. The Administration's representative is permitted to cross-examine witnesses as desired.)**

**Hearing Officer:** Does the student's representative have anything further to present?

**Student Rep:** **(Reply)**

**Hearing Officer:** The presentation of evidence is now concluded. It is my decision that \_\_\_\_\_ did in fact commit the offense as alleged. He/she is expelled from the \_\_\_\_\_ School District to be enrolled in the Johnson County Juvenile Justice Alternative Education Program.

That concludes this hearing.