

SITE OPERATIONS CIRCULAR NO. 1025
Office of the Chief Student Services Officer

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: December 10, 2008

To: All Principals and Vice Principals

Subject: REINSTATEMENT OF STUDENTS WHO WERE
PREVIOUSLY EXPELLED FROM THE DISTRICT

**Department and/or
Persons Concerned:** All Principals, Vice Principals, School Counselors, School
Clerical Staff

Due Date: January 30, 2009

Reference: District Administrative Procedure No. 6295

Action Requested: Head counselors, district counselors, registrars or site techs
should contact students on the reinstatement list.

Brief Explanation:

Each semester our district reinstates students who have completed their period of expulsion. Currently there are over 180 students who are eligible to return to district schools.

The Placement and Appeal Office is responsible for reinstatement of students from expulsion. Students who are expelled attend school in an alternative placement for one or two semesters. Those students, who have completed their rehabilitation plan and maintained appropriate grades and behavior, have the right to be reinstated to a school in our district. Efforts are made to equally distribute reinstated students to school sites, but many considerations (i.e., victims, transportation, grade level, etc.) can make that an imperfect process.

The Placement and Appeal staff makes the determination as to whether a student has or has not met the criteria for reinstatement from suspended or total expulsion based on the district policy and/or the law. The sources of information utilized in making these decisions are: progress reports, final grades, communication with interim-placement staff, type and severity of the expulsion offense, student accessibility to the school, and input from receiving school staff, students and parents. Placement and Appeal makes every effort to assure the best possible placement for the student, family and receiving school. Sensitivity is given to special circumstances.

To meet the need to place students, every school in our district will be considered in determining the appropriate site for reinstated students. Placement and Appeal will notify sites if they are receiving students. The receiving schools should pick up their reinstatement packets on January 21 or 22, Eugene Brucker Education Center, Annex 8. These students must not be penalized for being unable to enroll before this time. Therefore the students should be called immediately to register. The students are expected to be in attendance on the first day of classes.

We look forward to continuing this smooth transition of reinstating students back into their schools. If you have any questions regarding this process, please contact Laurel Lamb at the Placement and Appeal Office at 619-725-5661 or Raquel Parra, counselor, at 619-725-5663.

Laurel Lamb
Program Manager
Placement and Appeal Office

APPROVED:



Arun Ramanathan
Chief Student Services Officer

LJL:sc

Distribution: Lists B, D, E and F