

# Lebanon Community Schools

Code: **JGE-AR (E)**  
Revised/Reviewed: 6/8/04; 1/20/11  
Orig. Code(s): JGE-AR (E)

## Hearing Decision Letter

[Date]  
[Parent's name]  
[Parent's address]  
Lebanon, OR 97355

RE: [Student's name]

[Parent's name]:

Enclosed is the hearings officer's decision regarding the [day], [date], hearing. You have the right to appeal this decision to the Lebanon Community School District School Board in accordance with district policy (JGE) by filing written notice with superintendent [name], Lebanon Community School District, 485 S. 5th Street, Lebanon, Oregon 97355, within five calendar days of the receipt of this decision. If an appeal is not filed within that time, my decision shall become final as of the date of this letter.

If this decision is appealed to the Board for review, I will provide the Board with formal Findings of Fact, Conclusions of Law and Order, and, if necessary, a complete transcript of the proceedings before me. You will be provided a copy of those documents.

If an appeal is taken, a hearing will be scheduled before the Board in executive session pursuant to district policy and ORS 332.061. The appeal to the Board is to be based on my findings of fact, conclusions of law, the expulsion order, and the testimony before the hearings officer, and no new evidence will be submitted. Thereafter, the Board may decide to affirm, modify or rescind this decision.

NOTE: OMIT THE FOLLOWING PARAGRAPH FOR A WEAPONS EXPULSION.

It is the recommendation of the district that [student's name] use the [alternative education program name] to gain [his/her] education. The district will pay for the expense of the education program through the [alternative education program name] for the remainder of the 200\_/0\_ (fall/spring) semester. Attendance, participation and satisfactory progress are requirements of the alternative program. Expulsion does not end the requirement for compulsory education or the district's commitment to provide an opportunity. For [student's name] to enroll in the program, [he/she] needs to make an appointment with [alternative education coordinator's name] [telephone] at the [alternative education program name]. The district will not be responsible for transportation to the alternative education program.

If you have questions, please contact me.

Sincerely,

[Name]  
Superintendent

I, the undersigned, hereby certify that I served the foregoing notice of expulsion on [student's name] and [parent's name], by certified and regular mail on [date], addressed to them at [address, city], Oregon [zip].

[name of person mailing], [title]

Enclosures: Expulsion Hearing Decision Alternative Education Program Notification/Selection Form

JGE-AR (E)