



NOTICE OF LONG-TERM SUSPENSION FINDING UNDER M.G.L. c. 71, §37H ¾

VIA

Date

Parent/Guardian
Address

Re:

Dear Parent/Guardian:

I am writing to advise you of my determination regarding the allegations that your child violated the Springfield International Charter School Code of Conduct as set out in my written notice dated _____.

A hearing on this matter took place on _____. In attendance were the following persons:

_____.

After presenting you and the student with information leading to the charges, I considered all of the information presented and concluded, based upon documents, if any, and the following information that the student violated the Springfield International Charter School Code of Conduct for the following offense(s)

_____.

In making my decision, I have carefully weighed the following information and evidence

_____.

I have based my decision on the following facts and information and any mitigating circumstances :

_____.

As I have concluded that the student violated the Code of Conduct as alleged, I am suspending your child from school for school days, beginning on _____. You may return on _____, 2025/26. During the suspension, the student may not be on school property or attend school events or activities. During the suspension, the student may make up assignments or other schoolwork as needed to make academic progress. This opportunity includes access to the school-wide education plan which addresses state and local academic standards and curriculum frameworks under Massachusetts law. If the student receives educational services pursuant to an IEP, the student's Team will convene to address provision of educational services during the suspension.

Since the student has received a long-term suspension, you have the right to appeal my decision to the Superintendent of Schools. The student, or a parent/guardian of the student, shall notify the Superintendent **in writing** of a request for an appeal not later than five (5) calendar days following the effective date of the suspension; provided, that a student and a parent/guardian of the student may request, and if so requested, shall be granted an extension of up to seven (7) calendar days.



The Superintendent, or a designee, shall hold a hearing with the student and the parent/guardian of the student within three (3) school days of the student's request for an appeal; provided that a student or a parent/guardian of the student may request and, if so requested, shall be granted an extension of up to seven (7) calendar days; provided further, that the Superintendent, or a designee, may proceed with a hearing without a parent/guardian of the student if the Superintendent, or a designee, makes a good faith effort to include the parent/guardian. At the hearing, the student shall have the right to present oral and written testimony, cross-examine witnesses and shall have the right to counsel, at their/your own expense. The Superintendent, or designee, shall render a decision on the appeal in writing within five (5) calendar days of the hearing. That decision shall be the final decision of the District with regard to the suspension.

A copy of the school-wide education services plan is enclosed. You should review the plan and choose the educational services that you seek from the list. I will then arrange for you to receive these services. If you have any questions about access to the school-wide educational plan or academic opportunities during this long-term suspension please contact _____. **Again, if the student receives educational services pursuant to an IEP, the student's Team will convene to address provision of educational services during the suspension.**

[] If this box is checked, your child is a student who receives educational services pursuant to an IEP or 504 Plan and the Special Education Department will contact you to arrange for a manifestation determination meeting if appropriate.

Sincerely,

School Principal/Assistant Principal

Enclosure – *Education Services Plan*

cc: Justin Baker, Director
Cynthia Miller, Special Services Director