

Fort Dodge Community School District

DATE:

TO: Parent or Guardian
Street Address
City, State, Zip Code

FROM: Sending Party

RE: Letter of Acknowledgement – Expulsion Hearing of (Student Name)

The Superintendent and principal of (School Name) has requested a hearing with the Board of Education of the Fort Dodge Community School District to consider the expulsion of (Student Name) for the violation of school rules and policies as outlined in the recommendation to the Superintendent dated (Date of Recommendation to Superintendent). A copy of the recommendation has been sent or delivered to you.

Under Board of Education policy and rules and laws governing *due process* you have the right, if you so desire, to a closed hearing with the Board of Education, the right to be represented by anyone of your choice, including legal counsel, at the hearing, and a right to know the charges and the basis for the charges. You have been informed of the rules and circumstances of this case.

The Superintendent and principal are recommending to the Board of Education an expulsion which would also come with an exclusion from both participating in and attending extra-curricular events through the length of the expulsion. The student is also banned from school property unless given prior permission of an administrator and if disregarding this ban may be charged with trespassing.

The hearing is scheduled for (Date) in the Board room located in the Central Administration Building at 109 N. 25th Street and would be closed unless you choose to have it open to the public.

HAVE YOU BEEN GIVEN COPIES OF THE STATEMENTS
TAKEN, PAST ACADEMIC, DISCIPLINARY OR ATTENDANCE
INFORMATION IF IT WAS USED TO COME TO THIS DECISION,
SCHOOL RULES AND POLICIES/PROCEDURES RELATED TO
THE OFFENSE? _____ YES _____ NO

DO YOU WISH FOR THE HEARING? _____ YES _____ NO

DO YOU WISH TO ATTEND THE HEARING? _____ YES _____ NO

YOU WERE MADE AWARE OF YOUR RIGHT TO BE
REPRESENTED BY ANYONE OF YOUR CHOICE
INCLUDING LEGAL COUNSEL AT THE HEARING? _____ YES _____ NO

Please return this form to the Board Secretary, on or before the day and time of the hearing.

Signature of Parent _____ Date _____