



Discipline Decision Making Template for LTS and Expulsions 2019-2020

Seattle Public Schools is committed to eliminating opportunity gaps to ensure access and provide excellence in education for every student.

School staff will implement the disciplinary action that is the least disruptive to the student-school relationship, which also minimizes the loss of instructional time.

Incident entered into PowerSchool? Y/N	Reengagement plan needed (for LTS/Expulsion)? Y/N Date scheduled _____
Notice of Disciplinary Action (NDA) given to parent within 24 hours? Y/N	Staff notified of student absence and plan for return? Y/N
Manifestation Determination Review (MDT) required? Y/N Date scheduled? _____	

1. Describe the behaviors of concern and impact on the school environment:

2. What do the witnesses describe (staff and students)?

3. What happened prior to the behaviors of concern?

4. Has the family received information on the expected behavior and been involved in planning supports for the student?

5. What previous classroom/school based supports and interventions have been attempted/implemented?

6. Have any previous exclusionary discipline been imposed?

7. Teacher input on student strengths, concerns, and how to reengage once harm has occurred.

8. Does student have a 504 or IEP? Y/N (If yes, please review prior to making a decision)

9. Do you want/need to consult with other school leaders, Ed Director, Discipline, OCR, Legal, Security, etc.? Y/N

10. Discipline decision (Classroom based, school based, In School, STS, LTS, EE, Expulsion) and justification based on mitigating factors, aggravating factors, prior supports/interventions, etc.

11. Goal of the discipline decision/corrective action? What do you want the student to learn?