

Kalamazoo Public Schools

Snap Suspension Notice

School:

Date:

Student Name:

Teacher Name:

Class Period:

Time:

Student Offense and Detail:

Physical assault__

Fighting__

Vandalism that substantially disrupts the classroom environment__

Repeated Cat. 2 conduct that is substantially disruptive__

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Conference with Student (date and details):

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Administrator action (if needed):

Detention

Suspension

Restorative Justice

Mediation Assigned

Parent Conference (Date and Time):

Per the State of Michigan Revised School Code [MCL 380.1309], a teacher may suspend a student from the classroom for up to one classroom period or one day for the conduct specified above.

- Promptly upon suspending the student, the teacher notifies the principal with this form and sends the student to the principal or the principal's designee for appropriate action.
- If a student is suspended through the "Snap Suspension" process, within 5-7 school days, the teacher must invite the parent or guardian to a parent-teacher conference to discuss the incident.
- Whenever practicable, the teacher shall arrange for a school counselor, school psychologist, or school social worker to attend the conference.