

Student Due Process

[WakeConnect Site](#)

Key People

- Paul Walker, Office of Due Process
- Russ Smith, Senior Director WCPSS Security
- Carlis Williams, WCPSS Security Department contact (919-431-7777)
- Kisha James, Alternative Education

Reportable Offenses

- Content applies to all grade levels
- **Slides 5-6 have list of reportable offenses and to whom**
- Reach out to assigned Security Administrator for ambiguities
- School Resource Officer/Law enforcement officers should not handle non-criminal matters; except to support staff in maintaining a safe school environment
- The SRO will have the final decision on whether criminal charges will be filed; staff members should be able to make decisions to press charges
- If you ask for LE Contact, it must be reported, including a “referral” to speak with the SRO
- No charges filed when SRO reacts to disruptive situation = do not have to report

Annual Report of Student Suspension Data

- You should always know how many students were suspended and how many suspensions you had during a school year; and broken down by race
- “Strive” to keep kids in school; when looking at WCPSS data, ask, “What about our school?”
- 58% of total suspensions are Black students

General Information

- No suspensions for Level 1 (except in limited circumstances)
 - See page 11 in Red Book for exceptions
 - Make sure to document in ECATS
- There are no requirements for suspension except firearms and explosive device
- SIRS - Will help address staff who are over-referring students
- Quick Reference Guide highlights new information within the Red Book
- We do not ever long-term suspend a student; we recommend to the Superintendent
- Disciplinary reassignment - special education
- Level II (1-5 days) and Level III have not changed - do not require a suspension
- Level IV - requires a suspension
- Changes for some offenses: What we want students to do instead of what we don’t want students to do
- Compliance with Directives - must be during a specific incident
- Pull language out of the Red Book in suspensions to make sure narrative is accurate
- Do not say “according to policy” as a reason to suspend
- Use only first names in narrative - limit additional names
- Use the rule violation that is most critical to support the suspension; don’t stack (especially level 1)
- Controlled substance in a vaporizer - LIII-1
- As team investigates a potential suspension, hold the student in ISS or OSS as we cannot take back suspension days
- In lieu of LTS, students are recommended for alternative learning programs (99% of students)
- Services in ALC need to be strong: restorative practices, decision making, etc.
- **Any student assigned to ALC or ISS for disciplinary reasons, must be entered into ECATS**

