

SITE OPERATIONS CIRCULAR NO. 1003

Office of School Site Support

SAN DIEGO CITY SCHOOLS

Date: August 19, 2005

To: All Principals and Vice Principals

Subject: REINSTATEMENT OF STUDENTS WHO WERE
PREVIOUSLY EXPELLED FROM THE DISTRICT

**Department and/or
Persons Concerned:** All Principals, Vice Principals, School Counselors, School Clerical
Staff

Due Date: September 2, 2005

Reference: District Administrative Procedure No. 6295

Action Requested: Head Counselors, District Counselors, Registrars or Site
Techs should contact students on the reinstatement list

Brief Explanation:

Each semester our district reinstates students who have completed their period of expulsion. Currently there are over 250 students who are eligible to return to district schools.

The Placement and Appeal Office is responsible for reinstatement of students from expulsion. Students who are expelled attend school in an alternative placement for one or two semesters. Those students who have completed their program have the right to be reinstated to a school in our district. An effort is made to equally distribute reinstated students to school sites, but many considerations (i.e., victims, transportation, grade level, etc.) can make that an imperfect process.

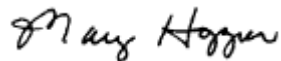
The Placement and Appeal Office staff makes the determination as to whether a student has or has not met the criteria for reinstatement from suspended or total expulsion based on the district policy and/or the law. The sources of information utilized in making these decisions are: progress reports, final grades, communication with interim-placement staff, type and severity of the expulsion offense, student accessibility to the school, and input from receiving school staff, students and parents.

To meet the need to place students, every school in our district will be considered in determining the appropriate site for reinstated students. The receiving school will receive the list of students who will be reinstated to the school, their cums and other information, by August 24, 2005, before the new semester begins. These students must not be penalized for being unable to enroll before this time. Therefore the students should be called immediately to register. The students are expected to be in attendance on the first day of classes.

We look forward to continuing this smooth transition of reinstating students back into their schools. If you have any questions regarding this process, please contact Laurel Lamb at the Placement and Appeal Office at 619-725-5661.

Stacy Jones
Executive Director
Student Services

APPROVED:



Mary Hopper
Chief Administrative Officer

SJ:sc

Distribution: Lists A, D, E, and F