



POLICY 5.18155

5-A I recommend that the Board approve development of the proposed new Policy 5.18155, entitled "Alternative to Out-of-School Suspension of Students."

[Contact: Diane Curtis, PX 55945]

Development

CONSENT ITEM

- This Policy is recommended for regular development to supersede the emergency rule that was adopted on March 12, 2008. This version incorporates amendments arising from discussion at that Board meeting (e.g., lines 28-32, 38-39, 55-56, and 66-73) and also incorporates additional forms. As compared to the emergency rule, insertions are denoted with blue font and deletions are denoted with red stricken text.
- This Policy will provide the framework for the successful implementation of the Alternative to Out-of-School Suspension (ATOSS) Program.
- The ATOSS program will allow eligible students who have received an out-of-school suspension to maintain academic momentum by providing an opportunity to reflect, adjust, and interact positively with their peers, educational environment, and community, in a temporary placement in another educational setting.
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- The Policy needs to be adopted immediately as an emergency rule to ensure consistency and fairness in the application of the ATOSS program. Recent data has demonstrated significant increases in the failure of students who cannot recover academically after serving an out-of-school suspension. This rule would allow students to maintain academic momentum while simultaneously serving suspension days in an alternative setting.

POLICY 5.18155

ALTERNATIVE TO OUT-OF-SCHOOL SUSPENSION OF STUDENTS

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3 1. Purpose

4 a. The Alternative to Out of School Suspension (“ATOSS”) program is a
5 voluntary program that will start as a pilot program for certain specified schools
6 and offers an option to eligible students who have received an out of school
7 suspension for violating any policy relating to student conduct in Chapter 5 of
8 the School Board Policies. The goal of ATOSS is to help students who have
9 received an out-of-school-suspension maintain academic momentum by
10 providing an opportunity to reflect, adjust, and interact positively with their
11 peers, educational environment, and community, in a temporary placement in
12 another educational setting.

13 b. ATOSS is specifically intended to serve as an alternative to an out-of-school
14 suspension and thereby eliminate or reduce a student’s suspension days.
15 ATOSS is not a method to unilaterally remove “disruptive” students. Nor is
16 ATOSS a replacement or substitute for assignment to an Alternative School.

17 2. Overview

18 a. The Superintendent will determine which schools may participate in the
19 ATOSS program based on school’s out-of-school suspension rates, availability
20 of sites, success of pilot programs, ability to expand, size of site, student
21 safety, and budgetary constraints.

22 b. For specified pilot schools, principals and their identified designees may offer
23 eligible students who have received an out-of-school suspension for violating
24 any policy relating to student conduct in Chapter 5 of the School Board
25 Policies an ATOSS placement for up to the number of days suspended. While
26 participating in the ATOSS program, students will be provided with FCAT Prep
27 and supplemental curriculum provided using a character education component
28 with vocational and life skills. [Additionally, counseling services will be provided](#)
29 [to the students with appropriate referrals to community agencies made](#)
30 [available. Students attending the program should be referred to the School](#)
31 [Based Team at their home school upon their return for monitoring and](#)
32 [identification of needed interventions.](#) Upon completion, students will generally
33 return to their home school. Specific ATOSS locations will be designated and
34 staffed with appropriate personnel. Transportation to and from ATOSS
35 locations is the responsibility of the student/parent.

- 36 c. For each day a student fully participates in the ATOSS program at a
37 designated ATOSS site, the School District's official attendance record will
38 reflect that the student was present and accounted ~~served one day of in-~~
39 ~~school suspension.~~ Thus, the School District will not designate and/or record
40 the participating student absent for any ATOSS day. Following the student's
41 completion of the assigned number of ATOSS days, the student will have the
42 opportunity to make up missed class work at the student's home school within
43 a reasonable period of time. In such cases, the student will receive full
44 academic credit for timely completion of missed class work.
- 45 d. ATOSS days must comply with all federal and state laws governing
46 educational services, including those applicable to students in Exceptional
47 Student Education ("ESE"). For purposes of compliance with Fla. Stat. §
48 1003.23, ATOSS is hereby designated by The School Board of Palm Beach
49 County as an "educational activity which constitutes a part of the school-
50 approved instructional program" for students.
- 51 e. Because ATOSS is voluntary, a minor student's parent or legal guardian must
52 expressly consent to an ATOSS placement during the out-of-school
53 suspension. A surrogate will be appointed in the absence of a parent or
54 guardian. Form PBSB 2267 will be used for placement in the program, along
55 with forms ***, ***, and *** [attached as exhibits 1, 2, and 3 respectively].
56 These forms are hereby incorporated by reference and can be found at:
57 www.palmbeach.k12.fl.us/Records/FormSearch.asp

58 3. **ATOSS Eligibility**

- 59 a. The principal/designee shall determine a student's eligibility for ATOSS
60 participation. The following factors are relevant to determining eligibility at the
61 designated schools:
- 62 i. the facts relating to the suspension incident;
- 63 ii. the student's prior disciplinary record and, in particular, whether the
64 student has a history of committing violent acts;
- 65 iii. ~~the student's academic momentum, or in particular, the student's~~
66 ~~willingness to perform academically (students who attend ATOSS receive~~
67 ~~the opportunity to receive full credit for makeup work. Thus, a student~~
68 ~~who has demonstrated an "unwillingness" to make an academic effort in~~
69 ~~school would be unlikely to take advantage of the purpose of the ATOSS~~
70 ~~program)~~ a review of the student's academic history to support the student
71 in completing all academic assignments required to receive full credit
72 upon completion of a suspension in ATOSS; and

- 73 iv. whether the student could be subject to expulsion for the incident.
- 74 b. Students who have committed a Level 4 incident under School Board Policies
75 5.1812 or 5.1813 and students subject to expulsion, are not eligible for an
76 ATOSS placement

77 4. **Communication with Parent**

- 78 a. If determined eligible for ATOSS, a student's home school must discuss, the
79 same day as the ATOSS eligibility determination, the ATOSS offer with his or
80 her parent. The discussion should be in person or by telephone.

- 81 b. The school must communicate the following information to the parent:

- 82 i. that the student received an out-of-school suspension;

- 83 ii. that the student is eligible to attend ATOSS during the suspension;

- 84 iii. the ATOSS program's purpose and how it operates;

- 85 iv. the school proposes to assign the student to an ATOSS placement for a
86 specified time period;

- 87 v. that the parent must acknowledge responsibility for providing daily
88 transportation to and from the ATOSS site;

- 89 vi. that the parent must accept or decline the ATOSS offer on behalf of the
90 student;

- 91 vii. that if the parent accepts the offer, both parent and student must attend a
92 15-minute orientation session at the designated ATOSS site the first day
93 the student attends; and

- 94 viii. that at ATOSS commencement, the parent must provide his or her written
95 consent for the student to attend ATOSS for each of the days the school
96 has designated.

- 97 5. **Challenge to Decision.-- A student who is suspended and believes he or she**
98 **should have been offered the opportunity to be eligible for ATOSS may request**
99 **reconsideration of the decision directly to the student's home-school Principal. The**
100 **principal shall have final decision-making authority based on the same factors**
101 **listed above in section (3).**

- 102 6. **Students Eligible for ESE**

- 103 a. Students eligible for ESE will receive services pursuant to their Individualized
104 Education Program, as determined by compliance with the Individuals with
105 Disabilities Education Act, the Act's implementing regulations, and state law.
- 106 b. ATOSS must not deprive children with disabilities of their right to a free
107 appropriate public education. The School Board will ensure that eligible ESE
108 students receive applicable services and procedural safeguards.

109 STATUTORY AUTHORITY: Fla. Stat. §§ 1001.32(2); 1001.41(2); 1001.42(6)(a);
110 1001.42(23)

111 LAWS IMPLEMENTED: Fla. Stat. §§ 1006.07(1)(a); 1006.07(2); 1006.08(1);
112 1006.09(1)(b); 1003.23(1)

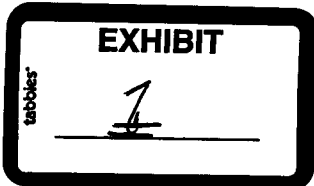
113 HISTORY: 3/12/08 (ER); / /2008

Legal Signoff:

The Legal Department has reviewed proposed Policy 5.18155, and finds it legally sufficient for development by the Board.

Attorney

Date



**Palm Beach County School District
Alternative To Out of School Suspension Program (ATOSS)
Parent/Guardian Information**

Please read and complete the information section at the bottom of the page

Alternative-to-suspension (ATOSS) is a Palm Beach County School District Suspension amnesty program for students who have been suspended from school as a consequence for inappropriate behavior. The program provides behavioral and academic help for a period of one to ten days. Students who successfully complete the program will be counted in full attendance for their time in ATOSS and they will have the opportunity to make-up any work that they missed upon returning to school. Their make-up work must be submitted by the deadline set by the teachers.

1. Transportation is the responsibility of the parent/guardian.
2. Students will not be permitted to attend the ATOSS program without the appropriate form from the assistant principal.
3. Students that are picked-up late will be subject to dismissal from the program.
4. Complete and sign this form and the rule form.
5. Students must bring paper and pencil.
6. The dress code of Palm Beach County Schools will be enforced.
7. School lunch may be purchased for the same price as at school, or a bag lunch is okay. Please be advised our facility is not equipped to heat or warm food for students.

Students obviously ill should not be brought to ATOSS (Clinic services are not available)

Criteria for Successful Completion:

- ❖ Parent must accompany students on the first day for registration and a brief orientation. Orientations begin at 7:45 a.m. or 8:00 a.m.
- ❖ After the first day of ATOSS, students should report to the site between 7:30 a.m.-7:45 a.m. Dismissal is at 2:25 p.m.
- ❖ Students must follow all ATOSS procedures.

Students who are suspended from school must not be on any school campus, (other than the appropriate ATOSS site) nor attend any extracurricular events during the time of suspension. An attempt to enter a campus will be subject to arrest and prosecution for trespassing.

Please complete information below. NOTE: It is imperative that we have accurate contact numbers to reach parent/guardian at any time during the day.

Student's Name (Print) _____ Home # _____

Work# _____ Cell# _____

Parent/Guardian signature _____
Student Address _____ Zip Code _____

Student date of birth ___ / ___ / ___

Emergency Contact: _____ Phone# _____

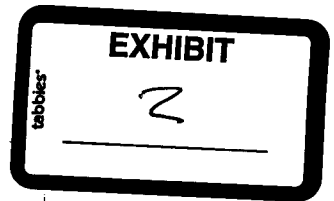
Student # _____ Grade Level _____ Male/Female (circle one)

Ethnic group (circle one) White Hispanic Black Asian Other

Designated person to pick up student at 2:25 p.m. _____

Medication information _____

Disabilities/ Special needs: _____



**Palm Beach County School District
Alternative To Out-of-School Suspension (ATOSS) Rules
Please read and sign**

As a student of the ATOSS program, I understand that I am expected to have a positive attitude and offer my cooperation in following the rules.

1. **Communication is not allowed** (no talking or passing notes)
2. Students must stay on task and perform all assigned work.
3. **Classroom disruption will not be tolerated.**
4. Students must **stay seated** and get permission to leave their seat.
5. Each student will **work independently.**
6. Writing or drawing on furniture and books is prohibited.
7. Eating is only allowed at breakfast and lunch times.
8. **Electronic equipment is NOT allowed in ATOSS (THIS INCLUDES IPODS, MP3'S, Lap tops headsets of any kind).** Cell phones **MUST** be turned off and stored out of sight. The penalty for ANY use of cell phone is suspension from the program for one day.
9. Follow the directions the first time.

Weapons and drugs are prohibited (on site searches will be conducted periodically).

I understand I am expected to follow all rules in the Palm Beach County School District Student Handbook.

CONSEQUENCES FOR FAILURE TO FOLLOW RULES:

The ATOSS program is a privilege provided to students who have been given an out-of-school suspension (OSS). Any student failing to comply with ATOSS rules will be terminated from the program. Parent/guardian will be responsible for picking up the student.

CONSEQUENCES

1. Parent and sending school will be notified of problem(s).
2. Any OSS student terminated from the ATOSS program must serve the remainder of their OSS days.

I understand the above rules outlined on this page and agree to follow them or accept the consequences.

Student Signature _____

Parent/Guardian Signature _____

Date ____ / ____ / ____

EXHIBIT
3



**PALM BEACH COUNTY SCHOOL DISTRICT
 ALTERNATIVE TO OUT-OF-SCHOOL SUSPENSION
 (ATOSS) REGISTRATION FORM**

PLEASE PRINT

<i>Student Name</i>		<i>Grade</i>	
<i>Home School</i>		<i>Date of Birth</i>	
<i>Student Address</i>			
<i>Parent/Guardian Name</i>			
<i>Relationship to student</i>	<i>Home#</i>	<i>Cell #</i>	
<i>Transportation (Please check one)</i>	<input type="checkbox"/> PARENT PICKUP	<input type="checkbox"/> WALK	
	<input type="checkbox"/> PALM TRAN	<input type="checkbox"/> BIKE	
<i>Name of person picking up my child at dismissal</i>			
I understand that transportation to and from ATOSS is my responsibility. I also understand that if I my child is not picked up at dismissal time, he/she may be dismissed from the ATOSS program. Initials: _____			
In case of an emergency, I give permission for my child to receive medical treatment. In case of an emergency, please contact: _____			
<i>Emergency Contact Number(s)</i>			
<i>Medical Information/Allergies</i>			
<i>Disabilities/Special Needs</i>			
<p>*For students and parents of students attending ATOSS</p> I have read the rules and expectations for participation in the ATOSS program. I understand that ATOSS is a voluntary program and that students may be dismissed from the program for disruptive behavior and/or failure to comply with the rules of the program.			
_____ Student Signature		_____ Date	
_____ Parent Name (Print)	_____ Parent Signature	_____ Date	