



**POLICY 5.18155**

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

[Contact: Diane Curtis, PX 55945]

**Adoption**

**CONSENT ITEM**

- Per Board request at the May 28, 2008 meeting, the following change has been made to the policy at lines 52, 75, 82, 84, 86, 89: "parent" has been replaced with "parent/designee".

## POLICY 5.18155

### 1           **ALTERNATIVE TO OUT-OF-SCHOOL SUSPENSION OF STUDENTS**

#### 2 3   1.   **Purpose**

- 4       a.   The Alternative to Out of School Suspension (“ATOSS”) program is a  
5       voluntary program for certain specified schools and offers an option to eligible  
6       students who have received an out of school suspension for violating any  
7       policy relating to student conduct in Chapter 5 of the School Board Policies.  
8       The goal of ATOSS is to help students who have received an out-of-school-  
9       suspension maintain academic momentum by providing an opportunity to  
10      reflect, adjust, and interact positively with their peers, educational  
11      environment, and community, in a temporary placement in another educational  
12      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 programs, ability to expand, size of site, student safety,  
21      and budgetary constraints.
- 22      b.   For specified 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. Thus, the School District will not  
39 designate and/or record the participating student absent for any ATOSS day.  
40 Following the student's completion of the assigned number of ATOSS days,  
41 the student will have the opportunity to make up missed class work at the  
42 student's home school within a reasonable period of time. In such cases, the  
43 student will receive full academic credit for timely completion of missed class  
44 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 (as defined by Fla.  
52 Stat. § 1000.21(5)) or legal guardian or designee must expressly consent to an  
53 ATOSS placement during the out-of-school suspension. A surrogate will be  
54 appointed in the absence of a parent or guardian. Form PBSB 2267 will be  
55 used for placement in the program, along with form 2269. These forms are  
56 hereby incorporated by reference and can be found at:  
57 [www.palmbeach.k12.fl.us/Records/FormSearch.asp](http://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. a review of the student's academic history to support the student in  
66 completing all academic assignments required to receive full credit upon  
67 completion of a suspension in ATOSS; and
- 68 iv. whether the student could be subject to expulsion for the incident.

69           b. Students who have committed a Level 4 incident under School Board Policies  
70           5.1812 or 5.1813 and students subject to expulsion, are not eligible for an  
71           ATOSS placement

72   **4. Communication with Parent**

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

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

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

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

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

80           iv. the school proposes to assign the student to an ATOSS placement for a  
81           specified time period;

82           v. that the parent or designee must acknowledge responsibility for providing  
83           daily transportation to and from the ATOSS site;

84           vi. that the parent or designee must accept or decline the ATOSS offer on  
85           behalf of the student;

86           vii. that if the parent or designee accepts the offer, both parent or designee  
87           and student must attend a 15-minute orientation session at the  
88           designated ATOSS site the first day the student attends; and

89           viii. that at ATOSS commencement, the parent or designee must provide his  
90           or her written consent for the student to attend ATOSS for each of the  
91           days the school has designated.

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

97   **6. Students Eligible for ESE**



Legal Signoff:

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

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Attorney

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Date