

<h1>SEVEN GENERATIONS CHARTER SCHOOL</h1>	SECTION:   STUDENTS
	TITLE:       269 – EXPUNGING OF RECORDS
	ADOPTED:   June 6, 2013
	REVISED:    January 12, 2016, April 11, 2017

Policy	The records of a student are generally permanent in that nothing in them may be deleted (expunged). However, because records of suspension or expulsion may have impact on an individual long after they have left the school, the procedure below may be used to expunge those suspension/expulsion records.
Delegation of Responsibility	The Board of Trustees of Seven Generations Charter School authorizes the Chief Executive Officer (CEO) or his/her designee to enforce this policy
Procedures	<p>The parent/guardian shall submit a signed grievance form explaining why expunging their child’s records are appropriate. The CEO and/or designee may consider and grant expungement of a suspension or expulsion record.</p> <p>The CEO and/or designee will determine whether to grant expungement within 30 days of the grievance request. The CEO and/or designee will notify the parent of its decision by a letter sent home. If the expungement is denied they may not reapply for expungement at a later date.</p> <p>The criteria for expunging of records are the following:</p> <ul style="list-style-type: none"> <li>• The consequence did not involve a serious violent offense, sexual offense or possession of a firearm</li> <li>• The student has all passing grades and 85% attendance rate while the student has attended the charter school</li> <li>• Evidence of substantial progress in the area of personal responsibility and positive behavior including letters of recommendation or character references from person(s) with direct contact or knowledge of the student if necessary</li> <li>• The student has not engaged in any criminal behavior and has not violated the Code of Conduct since the suspension/expulsion</li> </ul>