Pursuant to Policy No. 3201, a panel from the Disciplinary Appeal Council (DAC) will function as the designee of the School Board for the purpose of hearing student disciplinary appeals for decisions made by hearing officers, who are designees of the Superintendent.

Disciplinary Appeal Council members
- DAC members are volunteers recruited from district and community sources who agree to one-, two-, or three-year terms.
- DAC members will be approximately one-third principals, one-third community members (including school Board members or central staff) and one-third teachers. Their majority/minority and program/service distribution shall be approximate to that of the District’s student population.
- A quorum of 3 members drawn from the council pool of approximately 15 members will consider and decide appeals.
- Each 3-person panel will be randomly assigned to 2-3 hearing dates during the school year.
- A DAC member will recuse him/herself from the panel for a specific student hearing if the member originally disciplined the student, knows the student or family, or has a business relationship with them, or for any other reason that would be a conflict of interest for making a decision about the student’s disciplinary action.
- If there is no hearing requested for the date the specific panel is assigned, the panel does not meet and will not meet again until their next assigned hearing date.

General Information
- DAC council members are neutral, in that they do not choose their cases, nor do they know anything about the case prior to the start of the hearing.
- The parent/guardian or student may have an attorney present, although this intention must be made clear when the DAC hearing is set up so the District can arrange to have a district attorney present as well.
- The parent/guardian or student may have a supporter present to take notes and listen to the questions and answers. This person would not
testify at the hearing unless he/she has specific information regarding the case.

- A program or service representative will be asked to attend the DAC hearing for a student in specific programs or services, as a non-voting advisor. Specific programs or services include Special Education and English Language Learners, but other programs/services could have a non-voting advisor present as well, if it would be advantageous to the panel to hear advice regarding students in that program/service.

**Appeal Hearing Process**

- Panel members read hearing officer’s decision.
- Parents or guardians and student(s) explain why they are appealing the decision of the hearing officer.
- School principal or other administrator explains why they believe the decision should stand.
- Program or service representative, if present, speaks.
- DAC panel asks numerous questions of both sides and parent/guardian or student has time for rebuttal.
- Student, parent or guardian, program representative, and school administrator leave the room.
- The DAC panel discusses the issues presented by the hearing officer’s letter and any new information brought by the parent or guardian or school and makes a decision.
- The DAC decision is written into a letter that is sent to the parent/guardian or student within a set time.

Adopted: December 2014
Revised:
Cross Reference: Policy No. 3201
Related Superintendent Procedure:
Previous Policies:
Legal References:
Management Resources: