

REMOVAL OF SUSPENSION RECORD

According to AR 5144, a student with senior standing who has a record of one prior suspension may submit a written request to the Superintendent to remove from the student's official school file the record of that suspension, unless that suspension was for any of the following acts:

- Possessing, selling, or otherwise furnishing a firearm.
- Brandishing a knife at another person.
- Unlawfully selling a controlled substance.
- Committing or attempting to commit a sexual assault.
- Possession of an explosive.
- Causing serious physical injury to another person, except in self-defense.
- Possession of any knife or other dangerous object of no reasonable use to the student.
- Robbery or extortion.
- Assault or battery.

If you are eligible to apply to expunge your suspension, any time after completion of your junior year, you may personally write a letter to the Superintendent.

Dr. David Yoshihara, Superintendent
Tamalpais Union High School District
395 Doherty Drive
Larkspur, CA 94939

Be sure to include:

Your name
Your address (street, city, zip)
Your phone number
The date you write the letter
That you attend Drake High School
Your signature

Briefly describe the suspension:

The approximate date
The reason for the suspension
State that it has been your only suspension in high school

Be sure to ask someone to proofread your letter. You will also meet with your assigned Assistant Principal. After the Superintendent has made a decision regarding your request, you will be notified in writing. Keep a copy of the Superintendent's letter in your files.

Please remember that if you should have a suspension for any reason during your senior year, the expunged suspension will once again become part of your discipline record. Once you have graduated, there will be no record of your suspension.