

## Volunteer Civil Rights Attorney Needed For KEEP

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### School Discipline Attorney

#### Goal

*When a student is suspended or expelled from school, there are due process rights that permit a hearing process to evaluate whether that decision was justified by the facts and the law. A good student advocate will review the evidence, advise the student and his/her/their guardian about their options and ensure that no student is removed from educational time without a good reason. Regardless of the outcome, the advocate then ensures that the student is returned to school with the necessary supports in place to prevent a reoccurrence of any exclusionary discipline.*

#### Activities and Responsibilities

Review the evidence the school intends to present and, if the facts justify doing so, present a fair and compelling case why exclusionary discipline is unwarranted.

- Evaluate records.
- Gather and present additional relevant evidence.
- Argue the appropriate sanction as justified by the evidence.
- Identify whether additional supports are needed such as social work, or an evaluation or update to 504 accommodations or an IEP plan.

#### Support and Resources

Administrative support to help you obtain the records that will be presented by the school. Researched bench memos are also available for you to crib according to the facts of your case, and Cedar Law attorneys will be available for consultation if questions arise. Trainings available on a rotating basis.

#### Length of Service/Position

In 90% of cases, the matter requires 2-15 hours of work. Hearing are supposed to occur within 3 days of the request for an appeal. A few hours reviewing the records, talking with the student, and gathering evidence. Then the hearing process, if in person, involves travel and the presentation of a case in an informal setting before a neutral hearing officer. Once you get a decision, evaluate its merits, summarize for KEEP staff, and advise the client about their appellate options and deadlines.

#### Qualifications Sought

Licensed attorneys with:

- A passion for ensuring due process such that inaccurate allegations are disproven.
- A diligence that ensures that educational plans for disabled students are followed.
- An eye towards resolution that facilitates a healthy and timely return to school for your student client.
- Skill with culturally appropriate client interviewing methods that supports vulnerable communities while empowering them to become their own best advocates going forward.

#### How to apply

To be considered for, please provide a letter of interest and a professional resume. If you would like to talk to someone who has held the position, feel free to contact Chris Williams at Cedar Law ([chris@cedarlawpllc.com](mailto:chris@cedarlawpllc.com)) with questions. All attorneys are encouraged to apply!