

TOBACCO USE AND POSSESSION ADMINISTRATIVE PROCEDURE

The purpose of the following administrative procedure is to effectuate the mandates imposed by the various federal and state laws in addition to the Cooperative Board's "Tobacco Use and Possession" policy. For the purpose of this policy, all references to tobacco products includes electronic cigarettes.

I. PROHIBITED CONDUCT

A. Students

The use, possession, sale, dispensing or distribution of tobacco products by students is prohibited in school buildings and facilities, during school-sponsored events, on school grounds and buses, and at all other times.

B. Employees and All Other Persons

The use of tobacco products by employees and all other persons is prohibited in school buildings, facilities and on school buses during school-sponsored events and at all other times on school grounds.

II. ENFORCEMENT

In order to enforce the tobacco products policy, the following guidelines shall be utilized by the Director of Region Two School of Applied Technology in which prohibited conduct occurs.

A. Student Violations

1st Violation

1. Parents/legal guardians shall be sent written notice regarding the tobacco violation.
2. 3 (Three) days out of school suspension.

2nd Violation

1. Parents/legal guardians shall be sent written notice regarding the tobacco violation.
2. 5 (Five) days out of school suspension.

3rd Violation

1. Parents/legal guardians shall be sent written notice regarding the tobacco violation.
2. 10 (Ten) days out of school suspension and recommendation of removal from Region Two School of Applied Technology.

B. Student Referral to Law Enforcement Agency

The Director or his/her designee reserves the right to refer students to a law enforcement agency, on a case-by-case basis, as he/she may deem necessary. However, the Director/designee shall refer to a law enforcement agency any student reasonably suspected of possessing, selling, dispensing or distributing tobacco products.

C. Other Persons in Violation

All other persons violating this policy, e.g., employees or visitors shall be immediately directed to cease the behavior in violation of the "TOBACCO USE AND POSSESSION" policy. In addition, all persons suspected of selling, distributing or in any way dispensing tobacco products to students shall be referred to a law enforcement agency.

Any employee violating this policy shall be subject to appropriate disciplinary measures.

III. NOTICES

This Cooperative Board's policy and corresponding disciplinary actions for infractions of this policy shall be printed in employee and student handbooks. Parents/guardians shall also be sent notification in writing of the Board's tobacco policy and administrative procedures. Notices shall be signed by parents/legal guardians and returned to the school where they shall be kept on file by Region Two.

Legal Reference: 22 MRSA §§ 1578(B)
Me. PL 470 (An Act to Reduce Tobacco Use by Minors)
20 USC 6081-6084 (Pro-Children Act of 1994)

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