

RSU 19 DISCIPLINE GUIDELINES K-12

Reference: **Electronic Cigarettes/Vaporizer Cigarettes (E-Cigarettes), Tobacco, Nicotine, Illegal & Controlled Substances (T.N.I.C.S.)**

Use and Possession Administrative Procedure

Students who violate Board Policy ADC entitled **Electronic Cigarettes/Vaporizer Cigarettes (E-Cigarettes) Tobacco, Nicotine, Illegal & Controlled Substances Use and Possession** shall be disciplined by the appropriate building administrator on an individual basis. The following are established guidelines that are intended to assist the building administrator when dealing with student violations.

Please note that the RSU 19 policy indicates that the school administrator reserves the right to refer students to a law enforcement agency on a case-by-case basis as the administrator may deem necessary. Additional disciplinary guidelines are also referenced in individual, general, and extra curricular policies.

1. A student who is found to be in the possession of an e-cigarette and/or T.N.I.C.S. product will be referred to the students' parent/guardian immediately.
2. Use of an e-cigarette and/or T.N.I.C.S. product by a student enrolled in RSU 19 will result in the following:
 - a. **First Offense** - Students violating this policy shall receive in-house suspension by their building principal or designee for five (5) school days. Parents shall be informed of the suspension and grounds for suspension. Proper authorities will be notified. The student shall be referred to the school counselor, student assistance team, or other available resources for cessation classes and or substance abuse counseling.
 - b. **Second Offense** - Students violating this policy on a second occasion within 365 days of a first offense shall be suspended for ten (10) school days and shall be brought before the School Board for an expulsion hearing. Parents will be informed and proper authorities notified. The student shall be referred to the school counselor, student assistance team, or other available resources for cessation classes and or substance abuse counseling.
 - c. **Furnishing Offenses** - Any student who sells or otherwise furnishes e-cigarettes and/or T.N.I.C.S. products to another shall be treated as provided above for second offense. The building administrator shall involve the proper authorities immediately.

First Reading: 09/20/16

Adopted: 10/18/16