



ADC-R

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TOBACCO USE AND POSSESSION ADMINISTRATIVE PROCEDURE

The purpose of the following administrative procedure is to implement the mandates imposed by the various federal and state laws concerning underage tobacco use, in addition to Regional School Unit No. 24 (RSU) Board (RSUB) policy ADC - Tobacco Use and Possession.

All references to tobacco or tobacco products shall also apply to electronic cigarettes and other devices designed to deliver nicotine through inhalation or “vaping,” or used to simulate smoking.

I. Prohibited Conduct

A. Students

The use, possession, sale, dispensing, or distribution of tobacco products by all students is prohibited in school buildings and facilities, and on school grounds and RSU-authorized transportation at all 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 grounds and RSU-authorized transportation at all times.

II. Enforcement

In order to enforce the tobacco products policy, the following guidelines shall be utilized by the Building Administrator (BA) of a school in which prohibited conduct occurs. The BA shall report any violations of this procedure, as promptly as practicable, to the Superintendent.

A. Student Violations

The Superintendent shall develop age-appropriate disciplinary guidelines for students violating this procedure.

B. Student Referral to Law Enforcement Agency

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

C. Other Persons in Violation

All other persons violating this policy (e.g., employees, visitors) shall be immediately directed to cease violative behavior. 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. Notice

The RSUB's policy ADC and corresponding disciplinary actions for infractions of this policy shall be communicated to employees as appropriate and included in student handbooks. Parents and/or legal guardians shall also be sent notification in writing of the RSUB's tobacco policy and administrative procedures. Notices shall be signed by parents and/or legal guardians and returned to the respective school(s) where they shall be kept on file by the RSU.

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

Cross References: ADC - Tobacco Use and Possession
 JIC - Code of Conduct

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