

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 a suspension, in-school or out of school, at the discretion of the building principal or designee for up to three (3) school days. The building Principal or designee will determine the best course of action based on available evidence. Parents shall be informed of the suspension and grounds for suspension. Proper authorities may be notified. The student will be referred to the school counselor and or nurse for information regarding 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 will result in a suspension, in-school or out of school, at the discretion of the building Principal or designee for up to five (5) school days. Parents will be informed of the suspension and grounds for the suspension. Proper authorities may be notified. The student will be referred to the school counselor and or nurse for information regarding cessation classes and or substance abuse counseling. Student will be required to complete a course recommended by our school based health official.
 - c. **Third Offense** - Students violating this policy on a third occasion within 365 days of a first offense shall be suspended for ten (10) school days and shall be

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brought before the School Board for an expulsion hearing. Parents will be informed of the suspension and grounds for the suspension. Proper authorities may be notified. The student will be referred to the school counselor and or nurse for information regarding cessation classes and or substance abuse counseling.

- d. **Furnishing Offenses** - Students who furnish or provide illegal or controlled substances or devices used to inhale or ingest these substances, which is not limited to the device itself, including parts, cartridges, refill equipment, chargers and any other item used for the sole purpose of inhaling or ingesting illegal or controlled substances will result in a suspension, in-school or out of school, at the discretion of the building Principal or designee of up to ten (10) days. The building Principal or designee will determine the best course of action based on available evidence. Parents shall be informed of the suspension and grounds for the suspension. Proper authorities **will** be notified. The student will be referred to the school counselor and or nurse for information regarding cessation classes and or substance abuse counseling. Student will be required to complete a course recommended by our school based health official. Student may be brought before the School Board for an expulsion hearing.