## 523. TOBACCO USE

1. **Purpose**
   The Board recognizes that tobacco use during school hours and on school property presents a health and safety hazard which can have serious consequences for the user and the non-user and the safety of the district and is, therefore, of concern to the Board.

2. **Definition**
   For purposes of this policy, **tobacco use** shall mean all use of tobacco, including cigars, cigarettes, pipes, smokeless tobacco and electronic cigarettes.

3. **Authority**
   In order to protect students and staff from an environment that may be harmful to them, and because the Board cannot, even by indirection, condone the use of tobacco because of its possible harm to personal well-being, the Board prohibits tobacco use by classified employees in a school building and on any property, buses, vans and vehicles that are owned, leased, being used by students or employees in conjunction with a school activity or controlled by the school district.

   The Board prohibits tobacco use by classified employees at school-sponsored activities that are held off school property.

4. **Guidelines**
   The district shall annually notify employees about the district’s tobacco use policy by publishing such in handbooks, newsletters, posted notices, and other efficient methods.

   Incidents of possession, use and sale of tobacco by any person on school property shall be reported to the Office of Safe Schools on the required form at least once each year.

   A violation of this policy shall be punishable by a civil fine of not more than fifty dollars ($50.00) and disciplinary action.