

- c. *Notification of Law Enforcement* – The appropriate law enforcement authority, which may include the city police, county sheriff, and the local district attorney, will be notified by the principal of violations of this policy.

[Reference: ALA. CODE §16-1-24.1 (1975); Ala. Admin. Code 290-3-1-.02(1)(b)]

- 4.6.3 Illegal Drugs and Alcohol – The use, possession, distribution, and sale of alcohol and the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance in a school building, on school grounds, on Board property, on school buses, or at school-sponsored functions is prohibited. The term “controlled substance” means any drug listed in 21 U.S.C.A. §812 and other pertinent federal regulations. Generally, these are drugs that have a high potential for abuse. Such drugs include, but are not limited to, heroin, marijuana, cocaine, PCP, and “crack.” They also include “legal drugs” which are not prescribed by a licensed physician.

The Board does not differentiate between drug users and drug pushers or sellers. Any person who gives or in any way transfers a controlled substance to another person or sells or manufactures a controlled substance in a school building, on school grounds, on Board property, on school buses, or at school-sponsored functions will be subject to discipline.

- a. *Penalties for Violations* – In addition to any criminal penalties that may be imposed, the following penalties will be imposed for violations of this policy:
1. *Students* – Students will be disciplined in accordance with the Board’s Code of Student Conduct.
  2. *Employees* – Employees will be subject to adverse personnel action, which may include termination.
  3. *Other Persons* – Other persons may be denied re-entry to school property.
- b. *Notification of Law Enforcement* – The appropriate law enforcement authority, which may include the city police, county sheriff, and the local district attorney, will be notified by the principal of violations of this policy.

- 4.6.4 Tobacco – The use of tobacco products and the illegal possession, distribution, and sale of tobacco products on school property is prohibited. These prohibitions also apply to electronic cigarettes, vape pens, hookah pens, e-hookahs, vape pipes and any similar type of device designed to deliver nicotine, flavor, and other chemicals via inhalation.

a. *Penalties for Violation*

1. Students – Students who violate the tobacco prohibition will be disciplined in accordance with the Board’s Code of Student Conduct.
  2. Employees – Employees who violate the tobacco prohibition will be subject to adverse personnel action, which may include termination.
  3. Other Persons – Other persons who violate the tobacco prohibition may be denied re-entry to school property.
- b. *Parental Notification* – Parents and guardians may be notified of actual or suspected violations of the tobacco prohibition whether or not the student is charged with a violation of Board policy, which includes the Code of Student Conduct.

[Reference: ALA. CODE §16-1-24.1 (1975); Ala. Admin. Code 290-3-1-.02(1)(b)]

4.6.5 Searches – Law enforcement agencies are permitted to make periodic visits to all schools to detect the presence of illegal drugs or weapons and may use any lawful means at their disposal to detect the presence of such substances. The visits will be unannounced to anyone except the Superintendent and principal.

[Reference: ALA. CODE §16-1-24.1 (1975); Ala. Admin. Code 290-3-1-.02(1)(b)]

4.6.6 Drug and Alcohol-Free Environment – All students, employees, volunteers, parents, visitors, and other persons are prohibited from:

- a. possessing, using, consuming, or manufacturing alcohol or illegal controlled substances (including legal drugs that are not prescribed by a licensed physician); and
- b. selling, giving, transferring, or distributing alcohol or illegal controlled substances (including legal drugs that are not prescribed by a licensed physician for the recipient) to another person

while on Board property or while attending any Board sponsored or sanctioned event, program, activity, or function.

Persons who are intoxicated or impaired by the use, consumption, or ingestion of any illegal controlled substance or alcohol are not permitted to be on school property, or to attend or participate in any Board sponsored or sanctioned event, program, activity, or function.

[Reference: ALA. CODE §16-1-24.1, 25-5-330 (1975)]

To be completed by school personnel:

By signing, I am affirming that I understand, accept, and will comply with this policy.

|              |                |
|--------------|----------------|
| _____        | _____          |
| Printed Name | Position/Title |
| _____        | _____          |
| Signature    | Date           |

Policy updated 6.23.2022

### Confidentiality

Employees may be exposed to information that must remain confidential. Sharing of confidential information is only allowable if there is a need to know. Employees are prohibited from disclosing confidential information to include, but not limited to, student information, personal passwords and building entrance key codes.

### Drugs

The Board does not differentiate between drug users or drug sellers. Any employee who gives or in any way transfers a controlled substance to another person or sells or manufactures a controlled substance while on the job or on Russell County Board of Education premises will be subject to discipline up to and including termination. Each employee is required by law to inform the Board within five (5) days after he or she is convicted for violation of any federal or state criminal drug statute. (Policy 5.17)

### Facilities

**Alcohol/Tobacco-** Smoking and/or use of tobacco/alcohol, in any form, by all employees, both certified and classified, and all other persons, is prohibited on, or in, all Board properties at all times, including extracurricular activities. Extracurricular activities are those activities that occur at any time and place that are school related and/or supervised. (Policy 4.6)

**Building Access-** Employees are not to access any building during non-business hours. Although, the Russell County Board of Education recognizes that there may be a need for an employee to access his/her place of employment during non-duty hours, permission from his/her immediate supervisor must be given before entering the building. (Policy 4.5)

**Traditional "Metal" Keys-** To maintain safety of personnel and the security of board property, employees are to maintain possession of the keys given to them by their immediate supervisor. Employees are to unlock their doors when entering and employees are to lock their doors when exiting. If an employee loses his/her key, he/she is to notify his/her immediate supervisor immediately. There is a replacement \$25.00-75.00 fee for misplacing a key. Employees are to turn in all keys before their last day of work.

**Employee Identification Cards-** The Russell County School District issues employee identification cards to all personnel who are on the payroll. These identification cards serve multiple functions such as clock in/clock out and to allow employees to gain access to any entrance/exit door by use of a

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|       |    | pecuniary advantage at all, or with intent to compel the person so threatened, or any other person, to do any act or refrain from doing any act against his or her will. (State Law 13A-6-25)) Note: Completion of the threat, either by the victim's complying with the demands or the carrying out of the threat against the victim, constitutes a Class III violation. |
| 2.32  | 32 | Tobacco Possession  |
| 2.33  | 33 | Tobacco Sale  |
| 2.34  | 34 | Tobacco Use   |
| 2.35  | 35 | Trespassing (Willfully entering or remaining in any structure, conveyance, or property without being authorized, licensed or invited; or having been authorized, licensed or invited is warned by an authorized person to depart and refuses to do so.) (State Law 13A-7-3, 13A-7-4)  |
| 2.36  | 36 | Truancy/Tardies/ Skipping (Unauthorized absences, tardies, or skipping from class or school. (Act 93-672))  |
| 2.58a | 58 | Repetitive Class I violations   |
| 2.58b | 58 | Leaving School Grounds without Permission (Repetitive violation (twice) will constitute a Class III Violation)  |
| 2.58c | 58 | Providing False Information (Intentionally providing false information to a School Board employee including, but not limited to, giving false student information, forgery of school notes and concealment of information directly relating to school business.) This could result in a Class III violation.  |
| 2.58d | 58 | Any violation that the principal/designee may reasonably deem to fall within this category.   |
| 2.60  | 60 | Vape/Vapor, Possession - Possession of a device used to inhale or exhale vapor containing nicotine and/or flavoring or other substance.   |
| 2.61  | 61 | Vape/Vapor, Usage - Using a device used to inhale and exhale vapor containing nicotine and/or flavoring or other substance.   |
| 2.62  | 62 | Vape/Vapor, Sale - Selling of a device used to inhale and exhale vapor containing nicotine and/or flavoring or other substance.   |
| 2.63  | 63 | E-Cigarettes, Possession - Possession of a device used to produce an aerosol by heating a liquid that usually contains nicotine and/or flavoring or other substance.  |
| 2.64  | 64 | E-Cigarettes, Usage - Using a device to produce an aerosol by heating a liquid that contains nicotine and/or flavoring or other substance.  |
| 2.65  | 65 | E-Cigarettes, Sale - Selling a device used to produce an aerosol by heating a liquid that usually contains nicotine and/or flavoring or other substances. IQOS – Heat stick cigarette – pen-/stick-like device (would be included under the E-Cigarette infractions).   |

## DISCIPLINARY ACTIONS FOR CLASS II VIOLATIONS

The privilege of participating in field trips or other extracurricular activities may be denied based on repeated classroom and/or other school-related misbehavior. Parental contact and in-school disciplinary actions such as (but not limited to) probation, detention, the assignment of reports related to the violation, work assignments before or after school, supervised in-school suspension and corporal punishment, suspension for one to five school days, Saturday School, or reverse suspension. If these disciplinary actions are not effective, the principal/designee may recommend to the Tribunal Panel Committee that further action be taken by the panel.

### SPECIAL EDUCATION STUDENTS

The principal/designee may consult with the special education teacher regarding effective discipline procedures when a Special Education student commits a Class II violation. If these actions are not effective, the principal/designee may initiate procedures to have the student's IEP Committee address the behavior problem. The IEP Committee will decide if the violation was related to the area of disability and will decide the appropriate action to be taken. All revisions to the student's IEP must be documented within the current IEP. If the disciplinary actions decided by the IEP Committee are still not effective, the principal/designee may refer the student to the Special Education Tribunal for further action. However, in no instance may a referral to the Special Education Tribunal result in the exclusion from school of a special education student for a number of days in excess of those allowed by law or state regulations. Only the IEP Committee may change a Special Education student's placement and only after proper notice to the parent(s) or guardian. Consideration must also be given to the protections and rights afforded to 504 students under both federal and state law.

# **STATEMENT OF DRUG, ALCOHOL, WEAPONS AND TOBACCO POLICY**

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## Anti-Drug and Alcohol Policy

The goal of the Russell County Board of Education is to provide a quality education for all students. To further this goal and to protect and promote the health, safety, and welfare of its students and employees, the Russell County Board of Education is committed to maintaining a drug and alcohol free public school system.

The use and possession of illicit drugs, alcohol, weapons, and tobacco is harmful and illegal. Any student violating this policy will be subject to disciplinary actions.

## Standards of Conduct

The unauthorized possession, use, transfer, sale or distribution of drugs is a Class III - Major Violation of the Student Code of Conduct of the Russell County School District. The term "drugs" means any drug listed in 21 U.S.C. Section 812 and other federal regulations. Generally, these are drugs that have a high potential for abuse. Such drugs include, but are not limited to, marijuana, cocaine (including "crack"), methamphetamine (or "ice"), and PCP. They also include unauthorized possession or use of over the counter or prescription drugs on school premises.

The possession, use, transfer, sale, or distribution of alcoholic beverages is also a Class III – Major Violation of the Student Code of Conduct.

The principal will report each violation of the drug and alcohol policies to the Youth Aid Unit of the Russell County Sheriff's Department for possible investigation and prosecution.