



Shonto Governing Board of Education, Inc.

Policy Statement

SUBJECT: EMPLOYEE USE OF TOBACCO
POLICY NUMBER: GBED
DATE OF ORIGINAL POLICY: 8/3/04

EFFECTIVE DATE: 12/28/16
DATE OF NEXT REVIEW: 12/2019
DATED: 12/28/16

I. INTRODUCTION:

It is not uncommon for school districts throughout the country to have a policy which bans smoking and associated use of tobacco products on campus by both students and employees. In some locations, it is also a state law which bans this practice. It is important that adults constantly seek to set a good example for our students. Use of tobacco related products by employees is counterproductive to that positive role model responsibility.

Therefore the Governing Board establishes the following policy:

II. POLICY STATEMENT:

It is the policy of the Governing Board that no employee shall use tobacco related products in any area visible by students during any hour or day when students are present.

III. EXCEPTIONS TO POLICY:

The areas of residential housing, other than those adjacent to the school campus property, are exempt from this policy.

Mountain Tobacco use during previously approved ceremonies or prayer purposes are exempt from this policy. Approval will be provided from the Superintendent after consulting with cultural instructors and supervisors.

The burning of cedar during cleansing ceremonies is exempt from this policy.

IV. AMPLIFYING INSTRUCTIONS AND GUIDELINES:

A. VIOLATIONS OF POLICY

Staff members who violate this policy shall receive a verbal warning. Staff members who violate this policy a second time shall receive a letter of reprimand. Staff members who violate this policy a third time shall be suspended without pay for a two-day period. Any further violations by a staff member shall result in additional disciplinary action, which may include termination from employment.



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B. DEFINITION OF TOBACCO RELATED PRODUCTS

Tobacco related products include cigarettes, cigars, snuff and chewing tobacco.

V. DELEGATION OF AUTHORITY:

Every principal and director is expected to enforce the provisions of this policy.

VI. REPORTS:

None

VII. FORMS:

None

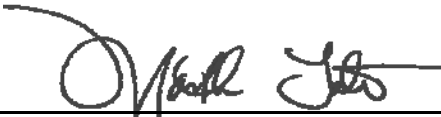
VIII. EXPIRATION DATE:

This policy will be revised as needed to comply with the Navajo Nation, State, and Federal Laws. This policy shall not expire.

VIII. SIGNATURE BLOCK:

Submitted by: Lemual B. Adson Date: 12/28/16
Superintendent

Approved: December 28, 2016

Established: 
Martha Tate, President,
Shonto Governing Board of Education, Inc.