



METROPOLITAN LEARNING INSTITUTE

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Non-Profit Educational Organization

" Innovative Approach Is Our Way to Success "

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Minutes of Biennial Drug and Alcohol Program Review, December 24, 2013

(Held Following Director's Meeting at Rego Park Main Campus)

The Drug Free Schools and Campuses Regulations (34 CFR, Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require an institution of higher education to certify it has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by students and employees both on the premises and as part of any activities.

Metropolitan Learning Institute acknowledges a legal obligation to conduct a biennial review of compliance with the Drug-Free Schools and Communities Act and authorized an administrative review to be conducted to determine if the school fulfills the requirements of the Federal regulations.

The following school officers of the Biennial Review Committee were present at the meeting:

Boris Davidoff, President

James Bruce, RP Campus Director (& acting Human Resources Manager)

Ronald Harmon, JH Campus Director

(Brooklyn Director D. Marland was not present for this review session)

Jane Ma, RP Office Manager

Steven Cruz, JH Office Manager

Materials Reviewed:

- The Higher Education Amendments of 1998 (P.L. 105-244) and the Drug-Free Schools and Communities Act Amendments of 1989 (P.L. 101--226)
- Previous Biennial Review reports
- Alcohol and other Drug Policy documents distributed to all faculty, students and staff. (These were unchanged)
- State laws regarding drug and alcohol abuse.

POLICY:

School policies on alcohol and drugs are posted in each campus. Some of the most common policies are found in various departments of the school such as the Office of the Campus Director and the Financial Aid Office.

Federally Mandated Policy:

Distribution:

The Federally Mandated Policy about alcohol and other drugs is distributed annually to each staff member and student.

For Years 2012, 2013

- The Alcohol and Drug Free Campus Policy was distributed to all faculty, staff, current and prospective students.
- The Policy was also placed on the School Website and may be viewed by all.

The following determinations were made at the conclusion of the review:

- *Effectiveness of the policy and changes to the program, if needed.*
The policy was deemed effective since no violations had occurred in the past two years.
- *Ensuring that the sanctions developed are enforced consistently.*
Since no violations had occurred in the past two years, no sanctions were imposed on staff or students.
- *The number of drug- and alcohol-related violations and fatalities occurring on each campus or as part of their activities that are reported to campus officials*
None were reported.
- *The number and type of sanctions the school imposes on employees as a result of such violations or fatalities.*
Since no violations had occurred in the past two years, no sanctions were imposed on staff or students.