

Drug Free Work Place

In order to protect the health, welfare and safety of students and employees, no school employee shall:

During working hours manufacture, distribute, dispense, possess or use alcohol or a controlled substance in any school building or on school premises; any school-owned vehicle used to transport students to and from school or school activities; or off school property during any school-sponsored or school-approved activity, event or function where students are under the jurisdiction of the school district.

All employees shall be expected to abide by this policy. Failure to abide by this policy shall result in disciplinary action in accordance with provisions established by the Board.

Any employee engaged in the performance of a federal grant shall be required to notify the District administrator of any criminal drug statute conviction occurring in the workplace within five days of such conviction. Upon receiving notice of an employee's criminal drug statute conviction, the District administrator shall notify the agency from which federal funds were received. This notification shall be made within ten days.

A copy of this policy shall be distributed to all employees of the district, published annually and posted in each building of the district. In addition, the District's employee assistance program coordinator shall annually inform employees about: (a) the dangers of alcohol and other drug abuse in the workplace; (b) the District's drug-free workplace policy; (c) the District's employee assistance program; and (d) penalties that may be imposed upon employees for alcohol or other drug abuse violations occurring in the workplace. This information may be disseminated at staff meetings, through the staff mailboxes or a display in an appropriate area (e.g., staff lounge).

Adopted: 2/25/91