

Student and employee safety is a paramount concern to the Board of Education. Employees under the influence of alcohol, drugs, or controlled substances are a serious risk to themselves, to students, and to other employees. Therefore, the Board of Education shall not tolerate the manufacture, use, possession, sale, distribution, or being under the influence of drugs or controlled substances by an employee while in performance of his/her job functions. Nor shall the board tolerate the use of or being under the influence of alcohol by an employee while in performance of his/her job functions. Any employee who violates this policy will be subject to disciplinary action, which may include employment termination.

Employees and applicants will be drug screened/tested in compliance with state and federal law. Generally, testing/screening applies to employees who are in “safety-sensitive” positions. “Safety sensitive” is defined as a position in which the employee transports students or other district personnel, such as bus drivers and student activity sponsors and/or an employee who is responsible for the transport of hazardous materials. Those employees to whom testing applies will be given the district’s testing procedures and will be required to sign a consent form for any such screening/testing. Random testing of employees in safety-sensitive positions will occur from time to time.

The district may also test employees upon reasonable suspicion of the use of drugs or alcohol. Reasonable suspicion involves a judgment made regarding the employee’s behavior, appearance, speech, body odor, or evidence found or reported and may be based on circumstances either directly observed or particular incidents which may indicate such suspicion.

Drug/alcohol testing will be required when an employee in performance of a “safety-sensitive” function either contributes to or cannot be completely discounted as a contributing factor to an accident in which there is a loss of human life or where the driver received a citation under state or local law for a moving violation arising from the accident.

Each employee of this school district is hereby notified that, as a condition of employment, the employee must abide by the terms of this policy, and will notify the superintendent of any criminal drug statute arrest and/or conviction for a violation occurring in or on the premises of this school district, or while engaged in regular employment elsewhere. The employee must make such notification to the superintendent no later than five days after arrest and/or conviction. The superintendent will provide notice as necessary to the Impact Aid

Program, United States Department of Education, or other appropriate government agency after the superintendent receives such notification.

Following receipt of the above notification, the district will take appropriate disciplinary action, which may include the initiation of statutory procedures for suspension, demotion, termination, or non-reemployment, and/or require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program at the employee's own expense.

Each employee will attend a district drug-free awareness program at which employees will be informed about the dangers of drug abuse in the workplace; this policy of maintaining a drug-free workplace; available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

The Board of Education recognizes that employees who have a drug abuse problem should be encouraged to seek professional assistance. An employee who requests assistance shall be referred to a treatment facility or agency in the community if such facility or agency is available. Any such treatment will be rendered at the employee's own expense.

When it is evident or reasonably suspected that a staff member has consumed alcoholic beverages and/or drugs on or off school property and/or before a school activity, the staff member will not be allowed on school property or to participate in the school activity. Staff members who violate this regulation will be subject to the same penalties when consumption is off school property as those for possession or consumption on school property.

The Board of Education hereby commits itself to a continuing good faith effort to maintain a drug-free workplace.

Approved: October 6, 2010

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Board Clerk

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Board President