

## **561 Drug Free Workplace**

- 561.01** In order to protect the health, welfare and safety of students and employees, no school employee shall:
1. Possess, dispense or in any way transfer possession, or be under the influence of alcohol during working hours or while involved in school-sponsored activities; or
  2. Illegally manufacture, distribute, dispense, possess, use or be under the influence of a controlled substance in: any school building or on school premises; in 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 District's jurisdiction.
- 561.02** Failure to abide by this policy shall result in suspension or dismissal of the employee in accordance with provisions of the current employee agreement covering the employee or other procedures established by the Board. The District may refer the employee to law enforcement authorities for prosecution of suspected illegal behavior related to the use, possession, or distribution of drugs or alcohol on school grounds or as a part of any school-sponsored activity.
- 561.03** Any employee engaged in an activity related to a program funded by federal grant shall notify the Superintendent of any criminal drug statute conviction occurring in the workplace within five days of the conviction. Upon receiving notice of an employee's criminal drug conviction, the Superintendent shall notify the agency from which federal funds were received. This notification shall be made within ten days of the Superintendent's notification of the conviction.
- 561.04** A copy of this policy shall be published annually and disseminated to all employees. The information may be disseminated at staff meetings, through the staff mailboxes, displayed in an appropriate area (e.g. staff lounge) or in employee handbooks.

Legal Ref: Drug-Free Workplace Act of 1988  
34 CFR Part 85, Subpart F  
(Regulations Implementing the Drug-Free Workplace Act)

Adopted: April 12, 2004