

4  
5 Employee Drug and Alcohol Offenses

6  
7 In accordance with the requirements of the "Drug-Free Workplace Act of 1988," all employees are hereby  
8 notified that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled  
9 substance is prohibited.

10  
11 It is prohibited for any employee of this school district to manufacture, distribute, dispense, possess, or  
12 use a controlled substance in the workplace. Employees must, as a condition of direct or indirect  
13 employment in any federal grant program, comply with this policy and notify their immediate supervisor  
14 of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5)  
15 days after such conviction. Your supervisor is responsible to notify the personnel office immediately  
16 after notice from any employee or otherwise receiving notice of such conviction. The personnel office is  
17 responsible for notifying the Federal Granting Agency of the conviction within ten (10) days of learning  
18 of the conviction.

19  
20 Violations of this policy will result in disciplinary action up to and including termination and may have  
21 legal consequences.

22  
23 Employees are encouraged to seek assistance in dealing with drug problems. Conscientious efforts to  
24 seek help for drug dependency will not jeopardize an employee's job status. It is the intention of this  
25 school district to maintain a drug-free workplace.

26  
27  
28 Legal Reference: 41 USC 701, et.seq. Drug Free Workplace

29  
30  
31  
32 Policy History:

33 Adopted on: 01/06/1999

34 First reading on: 12/8/21

35 Second reading/Adopted on: 1/12/22