

ALCOHOL AND DRUG-FREE WORKPLACE

The Board of Education believes that the maintenance of an alcohol and drug-free workplace is essential to student and staff safety and to helping assure that employees carry out their job duties and assignments in a productive and professional manner. Therefore, the following conduct is strictly prohibited by employees in the workplace:

- The unlawful manufacture, distribution, dispensing, possession or use of controlled substances. (These are prohibitions required by the Drug-Free Workplace Act.)
- The use or possession of alcohol.
- Being under the influence of alcohol or controlled substances.
- The use, possession or distribution of drug paraphernalia.
- The sale or distribution of prescription medication.
- The misuse of prescription medication or nonprescription drug products.
- Providing and/or selling anabolic-androgenic steroids and other performance enhancing substances (PES) to student athletes or other students (including indirect distribution through a third party), or ignoring or encouraging the use of PES by students. (This prohibition corresponds with information included in the "Rules of Eligibility" of the Wisconsin Interscholastic Athletics Association - WIAA.)

For the purpose of this policy, "workplace" includes any school building, school premises, school owned vehicle or other school-approved vehicle used to transport students, school-related activity, event or function in which students are under the jurisdiction of school authorities whether on or off school property, or any other place where an employee is performing school district business.

This policy does not prohibit the use of prescription medication by an employee to whom it is prescribed and in the amount prescribed.

If the immediate supervisor has reasonable suspicion concerning an employee's use of alcohol or controlled substances while on the job or if the immediate supervisor has reasonable suspicion that the employee's job performance is impaired due to the recent use of any such product or substance, the employee may be required to submit to alcohol and drug assessment testing, which will be done using procedures that protect the privacy interests of the employee.

All employees shall be expected to abide by provisions of this policy. In addition, employees engaged in the performance of a grant received directly from the federal government shall notify the District Administrator or designee of any criminal drug statute conviction occurring in the workplace within the time period specified by law. The District Administrator shall notify the granting agency of the conviction.

Employees who violate this policy shall be subject to appropriate disciplinary action, up to and including suspension and/or termination from employment, and referral to law enforcement authorities. An employee may also be referred for alcohol or drug counseling, assessment or treatment at the discretion of the employee's supervisor. The employee shall be responsible for all costs associated with such counseling, assessment or treatment program.

Legal Ref: WSS: 111.35; 120.13; 121.02(1)(i); 125.09; Chapter 961; Drug-Free Schools and Communities Act Amendments of 1989; Controlled Substance Act; Drug-Free Workplace Act of 1988

Cross Ref: Current Employee Agreements

Adopted: 12/18/78

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01/14/08

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