

## **Substance-Free Workplace**

The District expects its employees to remain substance-free while performing their duties as an employee of the District and/or representing the District when students are present.

In this regulation, “workplace” includes school district facilities, school district premises, or school district vehicles. “Workplace” also includes non-school property if the employee is at any school-sponsored, school-approved or school-related activity, event or function, such as field trips or athletic events where students are under the control of the school district or where the employee is engaged in school business.

No employee will unlawfully manufacture, distribute, dispense, solicit, possess, use, or be under the influence of in the workplace any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance or alcoholic beverage as defined by federal or state law. No employee will be impaired or under the influence of any legal or illegal drug, any other controlled substance, or alcoholic beverage if such impairment or influence adversely affects the employee’s work performance or affects the safety of the employee, other staff members, students, or puts the District’s reputation at risk.

The District, in its sole discretion, may conduct drug and/or alcohol testing under any of the following circumstances:

- The District may require an employee to submit to a drug and/or alcohol test any time the District has reasonable suspicion to believe the employee is under the influence of and/or impaired by drugs or alcohol and/or under the following circumstances: 1) there is evidence of drugs or alcohol on or about the employee’s person or in the employee’s vicinity; 2) the employee is exhibiting unusual conduct that suggests impairment of or influence of drugs or alcohol; 3) negative performance patterns that indicate possible impairment from drugs or alcohol; or 4) excessive and/or unexplained absenteeism or tardiness.
- Any employee involved in an on-the-job accident or injury may be subject to post-accident testing. This includes the employee who was injured and may also be an employee who has been deemed to have contributed to the accident or injury.

The presence of any detectable amount of prohibited substances, as outlined in this regulation, in the employee’s system while at work, while on the premises of the District or while on District business will be considered a violation of this regulation and may be subject to disciplinary action up to and including termination. An employee who is requested to submit for a drug or alcohol test and refuses the request will be deemed to be under the influence, placed on administrative leave, and may be subject to disciplinary action up to and including termination.

An employee who violates the terms of this regulation may be subject to discipline up to and including termination. An employee who violates this regulation may be required to successfully participate in a substance abuse treatment program approved by the Board. The Superintendent and/or designee will make the determination whether to require an employee who violates this regulation to undergo substance abuse treatment and/or to discipline the employee. If the employee fails to successfully participate in a program, the employee may be subject to discipline up to and including termination.

Cross Reference: Regulation 506.11

Reviewed: 06-12-89  
Approved: 06-26-89  
Reviewed: 02-08-93  
06-24-96  
02-22-99  
Revised: 02-23-09  
02-25-13  
02-14-19