

Drug-Free Workplace (C-13)

Possession, manufacture, use, delivery, or sale of alcoholic beverages or controlled substances by any district employee is prohibited on district property or at any district activity for students. Violation of this policy shall result in (1) disciplinary action up to and including dismissal and (2) referral for prosecution under the law.

No prescription drugs shall be brought on district property by employees except by employees for whom the drug is prescribed; such drugs shall only be used in the manner, combination, and quantity prescribed. When the use of drugs for medical purposes may affect behavior or performance, employees are encouraged to advise their supervisor. Employees whose job duties include operating machinery or power tools, driving motor vehicles, or working with mechanical systems shall report the taking of prescription drugs to their supervisor; such employees are charged with the responsibility of determining (with the help of medical advice) whether the performing of assigned duties presents a risk of personal injury or property damage.

Employees are expected to be in suitable mental and physical condition to be at work and to perform their jobs satisfactorily. When the use of alcohol and other drugs interferes with such expectations, employees shall be offered and may voluntarily seek assistance. The seeking of assistance for these problems, in and of itself, shall not jeopardize job security or promotional opportunities. (However, continuing problems with job performance, attendance, and conduct may result in disciplinary action.) Assistance in dealing with these problems shall be governed by the following policy statements:

1. The district recognizes chemical dependency as a treatable illness. District employees who are so diagnosed shall receive the same consideration and opportunity for treatment which is extended to employees with other types of illnesses.
2. "Chemical dependency" is defined as an illness in which an employee's consumption of chemicals or substances repeatedly interferes with job performance.
3. On the basis of medical certification, employees with the illness of chemical dependency shall qualify for the employee benefits and group insurance coverages which are provided for under the district's health benefits program.
4. The confidential nature of the medical records of employees with chemical dependency shall be preserved in the same manner as other medical records.

Adopted: September 22, 1994