

ALCOHOL AND DRUG USE BY EMPLOYEES

No employee shall unlawfully manufacture, distribute, possess, dispense or use a controlled substance or alcohol in any school building or on any school premises; in any school-owned vehicle or any other school approved 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 jurisdiction of the school district.

All employees shall be expected to abide by the provisions of this policy. In addition, any employee engaged in the performance of a grant received directly from the federal government shall notify the district administrator of any criminal drug statute conviction occurring in the workplace within five days of such conviction. Upon receiving this report, the district administrator shall notify the appropriate federal agency. The notification shall be made within ten days.

Any employee who violates this policy shall be disciplined in accordance with provisions of the current employee agreement. The employee may also be referred to law enforcement for prosecution.

This policy shall be published annually and distributed to all employees of the district. In addition, an in-service session shall be provided to employees which informs them about:

- a) The dangers of drug abuse in the workplace;
- b) Any available drug counseling, rehabilitation and employee assistance programs; and,
- c) The penalties that may be imposed upon the employees for drug abuse violations occurring in the workplace.

LEGAL REF.: Chapter 961 Wisconsin Statutes
 Drug-Free Workplace Act of 1988
 34 CFR (Code of Federal Regulations) Part 85, Subpart
 F (Regulations Implementing Drug-Free Workplace Act)

CROSS REF.: South Shore Education Association (SSEA) Contract
 South Shore Education Association (SSEA) Non-Certified
 Contract

APPROVED: December 15, 1989

522.1 Alcohol and Drug Use by Employees

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