

Policy: GBEC

DRUG-FREE WORKPLACE

The Board recognizes that alcoholism and drug dependency are treatable diseases and that left untreated, they may result in serious personal and family problems. The Board is concerned about the effects of alcohol and drug dependency upon an employee's job performance and ability to serve as a role model for our students.

The Board believes that all employees and students should be able to work and learn in an environment free from the influence of alcohol and drugs. Accordingly, the Board expects all employees to report for work and to perform their duties in a manner that does not jeopardize the health, safety and well-being of co-workers and students.

No employee shall distribute, dispense, possess, use or be under the influence of alcohol, or unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any narcotic drug, hallucinogenic drug, including so-called "bath salts," containing dangerous synthetic drugs, amphetamine, barbiturate, marijuana, anabolic steroid or any other controlled substance (as defined in schedules I through V of section 202 of the federal Controlled Substance Act [21 USC 812]; by regulation at 21 CFR, 1300.11 through 1300.15; and in 17-A MRSA, 1101) during school hours, at school or in any other District location, defined as follows:

District location means in any District building or on any District premises; in any District-owned vehicle or in any other approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the District; or during any period of time such employee is supervising students on behalf of the District or otherwise engaged in District business.

Any employee who suspects that he or she may have an alcohol or drug dependency problem is encouraged to participate in the Districts Employee Assistance Program, which is designed to assist individuals by providing counseling in a confidential environment. The employee will be provided confidential referral services to outside agencies upon request and assisted in determining the extent to which insurance coverage to help pay for such services is available. All referrals shall be kept confidential.

Any illegal use, possession, furnishing, selling or provision of assistance in obtaining alcoholic beverages or scheduled drugs not covered by the preceding paragraph may, depending upon the circumstances, constitute sufficient grounds for discipline, up to and including dismissal. Referrals under foregoing paragraphs of this policy will not preclude disciplinary action under this paragraph, depending on the circumstances.

As provided in the Drug-Free Workplace Act of 1988, employees are required to notify the District of a criminal or civil conviction for a drug violation occurring in the workplace no later than five (5) calendar days after such conviction. In turn, the Superintendent, within ten (10) calendar days of learning of such a conviction, is to give written notification to the U.S. Department of Education and to any other federal agency from which the unit receives grant funds.

Any employee who violates the terms of this policy may be directed to participate in a drug abuse assistance or rehabilitation program approved by the Board. If such employee fails to satisfactorily participate in and complete such program, the employee shall have appropriate disciplinary sanctions taken against him or her, up to and including dismissal.

Implementation

The Superintendent or his or her designee shall be responsible for developing and administering appropriate procedures to implement this policy.

Communication

A copy of this policy is to be included in staff handbooks and is to be posted in appropriate locations throughout the District.

Legal Reference: 21 U.S.C. 812 (Controlled Substances Act)
21 C.F.R. 1300.11-1300.15
Fed. P.L. 101-226
17-A MRSA 1101
LD 1562, enacted July 6, 2011

Cross Reference: JICH - Drug and Alcohol Use by Students

Adopted: October 12, 2004