

Alcohol/Controlled Substance Use

ENFORCEMENT STRATEGIES

The district intends to provide a safe, healthy and productive environment in which employees can work and students can learn. The unlawful use, possession, purchase, distribution, dispensing or manufacturing of alcohol or illicit and dangerous drugs is strictly prohibited on any district premises, in district-owned or district-approved vehicles, at district-sponsored or district-approved activities or when otherwise engaged in district business.

As a condition of employment, each employee shall abide by the terms of Board policy GBCBA and shall notify the superintendent of conviction for any offense involving alcohol or other drugs no later than five calendar days after such conviction.

Any employee reporting for work under the influence of alcohol and/or drugs shall be subject to immediate district action. The principal/supervisor shall first notify the Director of Personnel or Superintendent of the situation. After this contact has been made, an immediate and private interview will be held between the employee and his/her supervisor. If, in the supervisor(s) determination, the substance use impairs the ability of the individual to safely and efficiently perform assigned work, prevents the employee from presenting a positive role model to students or brings discredit on the district, the supervisor shall suspend the employee for the balance of the day and send the employee home or to a medical facility using a taxi or other safe transportation alternative. An impaired employee should not be allowed to drive.

EDUCATION AND COMMUNICATION STRATEGIES

Supervisors will annually provide employees notice as outlined in policy GBCBA through staff handbooks, distributing copies of the policy, administrative rule, and supplementary materials at staff meetings or other communications to all staff members.

The Director of Personnel will assure employment recruitment announcement and application materials reflect district policy, stating that adherence to the policy is a condition of employment.