WALDEN SCHOOL BOARD POLICY
ALCOHOL AND DRUG-FREE WORKPLACE

Prepared for 1st reading: 9/28/98 Original Policy Warned: 10/16/98 Adopted: 10/26/98

Copies to: ___ Principal: ___ School Library; ___ Board Members: ___ CCSU: ___ Town Clerk: ___ Town Library: ___

No employee will unlawfully manufacture, distribute, dispense, possess or use alcohol or any drug on or in the workplace. "Drug" means any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by state or federal statute or regulation.

"Workplace" means the site for the performance of work for the school district, including any school building or any school premises and any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities. It also includes off school property during 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 school district.

As a condition of employment, each employee will notify the superintendent in writing of his or her conviction of any criminal drug statute for a violation occurring on or in the workplace as defined above. The employee must notify the superintendent no later than five days after such conviction. Entry of a *nolo contendere* plea shall constitute a conviction for purposes of this policy, as will any judicial finding of guilt or imposition of sentence. Within 10 days of notification from an employee, or receipt of actual notice of an alcohol or drug conviction, the superintendent will notify any federal or state officers or agencies legally entitled to such notification.

As a condition of employment, each employee must abide by the terms of the school district policy respecting an alcohol and drug free workplace.

An employee who violates the terms of this policy will be subject to disciplinary action, including but not limited to non-renewal, suspension or termination at the discretion of the board.

The board will take such action in accordance with district policies and regulations as well as applicable state and federal law.

The superintendent will establish an alcohol and drug-free awareness program in the district to include information on the dangers of drug abuse in the workplace, the district's policy on an alcohol and drug-free workplace and any alcohol or drug counseling available to employees as well as any available rehabilitation and employee assistance programs.

A copy of this policy will be given by the superintendent or his or her designee to each district employee.

The superintendent or his or her designee will conduct a biennial review of the district's student and employee drug prevention programs as required by the Drug-Free Schools and Communities Act. The review will determine the effectiveness of the prevention programs and the consistency of the enforcement of disciplinary sanctions. Following each review, required changes will be implemented.

Legal Reference(s): Drug Free Workplace Act of 1989 (P.L. 100-690)
Drug Free Schools and Communities Act of 1989 (P.L. 101-226)
Controlled Substances Act (21 U.S.C. 812)
21 C.F.R. 1308.11 through 1308.15