

SCHOOL BOARD POLICIES

Policy # 5259- Drug-Free Work Place

In furtherance of both state and federal law, the board of directors declares the Highline School District to be a drug-free work place. No employee shall unlawfully manufacture, distribute, dispense, possess or use on or in the work place any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by state or federal law or regulation. Medically authorized prescription drugs for use as prescribed are not prohibited by this policy.

“Work place” is defined to include school buildings or any other school premises; any school-owned vehicle or any other school-approved vehicle when being used to transport students to and from school or school activities; and any other property being used for a school-sponsored or school-approved activity involving students.

For these purposes, the board declares that the following behaviors will not be tolerated:

- A. Reporting to work under the influence of alcohol, illegal chemical substances or opiates.
- B. Using, possessing, transmitting alcohol, illegal chemical substances (including anabolic steroids) or opiates in any amount or in any manner on district property at any time. Any staff member convicted of a felony attributable to the use, possession, or sale of illegal chemical substances or opiates will be subject to disciplinary action, up to and including termination.
- C. Using district property or the staff member’s position within the district to make or traffic alcohol, illegal chemical substances or opiates.
- D. Using, possessing or transmitting illegal chemical substances and opiates in a manner which is detrimental to the interest of the district.

Any staff member who is taking a drug or medication whether or not prescribed by the staff member’s physician, that may adversely affect that staff member’s ability to perform work in a safe or productive manner is, required to report such use of medication to his or her supervisor. This includes drugs which are known or advertised as possibly affecting judgment, coordination, or any of the senses, including those which may cause drowsiness or dizziness. The supervisor in conjunction with the district office then will determine whether the staff member can remain at work and whether any work restrictions will be necessary.

Policy #8500- Smoke-Free Environment

The Board of Directors of the Highline School District recognizes that smoking may create a health hazard for nonsmokers as well as smokers. In order to protect the health of students, staff and the general public, and to provide a healthy working environment, smoking or use of any kind of lighted pipe, cigar, cigarette or any other lighted smoking equipment, material or

smokeless tobacco products shall be prohibited on all district property and in district-owned vehicles effective July 1,1988.

- "No smoking" signs will be posted in appropriate locations in all district buildings.
- Outside contractors and the general public using district facilities will be governed by this policy.
- District facilities that are leased to other agencies will not be governed by this policy if an exception is included in the lease agreement with such agencies.
- The superintendent may allow exceptions to this policy if in his/her judgment such would be appropriate. The superintendent shall keep the board informed of such exceptions.
- During the 1987-88 and 1988-89 school years, in addition to the Employees Assistance Program, the district will offer other resources to assist employees and students who may desire to quit the use of tobacco products.

Cross Reference: Board Policy 5257 Employee Assistance Program

Legal Reference: RCW 70.160 Washington Clean Indoor Air Act