

Title: Substance-Free Workplace

It is the intent and obligation of the Board of Directors to provide a substance-free work environment. No employee engaged in work for the District shall unlawfully manufacture, distribute, dispense, possess, or use or be under the influence of, in the workplace, any illegal or other controlled substance or alcoholic beverage as defined by federal or state law.

Medications used appropriately and as legally prescribed by a physician are exempt from this policy. This does not include physician-prescribed medical cannabis in any form, which shall not be kept on school premises.

Workplace includes District and school facilities, premises or vehicles. A workplace also includes non-school property if the employee is at any school-sponsored, school-approved or school related activity, event or function, such as field trips or athletic events where students are under the control of the District or where the employee is engaged in school business.

The District also retains the right to require employees to submit to testing for the presence of alcohol or illegal substances in their systems based on reasonable suspicion that this policy has been violated. The District reserves the right and authority to discipline any employee for violation of this policy even without testing.

Employees shall notify the Superintendent of all convictions for violation of any criminal drug statute occurring in the workplace as defined above, no later than five (5) days after such conviction.

An employee who violates the terms of this policy may be subject to discipline up to and including termination and/or may be required to satisfactorily participate in an approved substance abuse assistance or rehabilitation program at the employee's expense.

The Superintendent shall be responsible for publication and dissemination of this policy to each employee. In addition, the Superintendent shall oversee the establishment of a substance-free awareness program to educate employees about the dangers of substance abuse and make them aware of available substance abuse counseling programs.

It is the responsibility of the Superintendent to develop administrative regulations to implement this policy.

Cross References:
402, 421, 904

Legal References:
41 U.S. C § 8101-06; Iowa Code, Chapters 279.8

Approved: Jun. 10, 1993

Reviewed: April 23, 2024

Revised: July 24, 2007
August 25, 2009
March 25, 2014
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