



## Central Islip Union Free School District

Board of Education & School District Policy Book

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Section	Section Title	Type
9000	Personnel Policy Goals	Local
Policy	Policy Title	
9340	Employee Assistance Programs	

The Board of Education recognizes that a wide range of problems that are not directly associated with an employee's job function may have an effect on an employee's job performance. The problems may involve physical illness, mental or emotional illness, alcohol abuse or alcoholism, drug abuse or dependency, or personal problems such as those of a marital, family, or financial nature.

Therefore, the school district will provide an Employee Assistance Program for employees who are experiencing such personal difficulties described above. The purpose of this program is to assist employees in obtaining help to resolve such problems in an effective and confidential manner. This program recognizes that the primary obligation to seek assistance and to resolve the problem rests with the employee.

A joint district/employee organization committee will be established to assist in the implementation of this policy.

The Board recognizes that the problems of alcohol and controlled substance use and abuse affect every segment of society. Therefore, in collaboration with district collective bargaining units, the Board has an employee assistance program that provides appropriate and confidential prevention, intervention, assessment, referral, support and follow-up services for district staff. Staff members will be informed of such services and shall be encouraged to seek such help either voluntarily or in lieu of disciplinary action.

In general, the Board will not intervene unless the employee's personal problems adversely affect his or her job performance. However, drivers subject to the Omnibus Transportation Employee Testing Act of 1991 must be referred to a substance abuse counselor for evaluation and treatment if the employee has tested positive for controlled substances, received an alcohol concentration of 0.04 or greater, or refused to take a test.

1st Reading: February 13, 2012  
2nd Reading: March 12, 2012  
Adoption: March 12, 2012