

HUMAN RESOURCES

Drug-Free Workplace

In accordance with the Drug-Free Workplace Act of 1988, as amended, the district prohibits:

1. The unlawful manufacture, distribution, dispensation, possession, or use, of alcohol, illegal drugs, controlled substances including marijuana (cannabis), or other intoxicants in the workplace;
2. Reporting to work or the workplace under the influence of alcohol, illegal drugs and/or controlled substances including marijuana (cannabis), or other intoxicants; and
3. Any other manufacture, distribution, dispensation, possession, or use of alcohol, illegal drugs, controlled substances including marijuana (cannabis), or other intoxicants in a manner that is detrimental to the interests of the district.

Notification Requirements

Any staff member who is taking prescribed or over-the-counter medications will be responsible for consulting the prescribing physician and/or pharmacist to ascertain whether the medication may interfere with the safe performance of the staff members job. If the use of a medication could compromise the safety of the staff member, other staff members, students or the public, it is the staff member's responsibility to use appropriate personnel procedures (e.g., use leave, request change of duty, or notify the staff members supervisor of potential side effects) to avoid unsafe workplace practices. If a staff member notifies their supervisor that the use of medication could compromise the safe performance of their job, the supervisor, in conjunction with the district office, will then determine whether the staff member can remain at work and whether any work restrictions will be necessary.

"Workplace" for the purposes of this policy includes any district building or any district property; any district-owned vehicle, or any other district-approved vehicle used to transport students to or from school activities; and off-district 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 district which could also include work on a federal grant.

As a condition of employment, each employee shall notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring in the workplace. Such notification shall be provided no later than five (5) days after such conviction. The district will inform the federal granting agency within ten (10) days after such conviction. As a further condition of employment, each employee shall abide by the terms of this policy respecting a drug-free workplace.

An employee who violates the terms of this policy may be suspended, discharged, or non-renewed in accordance with the provisions of board policy, state law, and/or applicable collective bargaining agreements. The district may also refer the matter for criminal prosecution. In cases where the district in its sole discretion determines that reinstatement of the employee is appropriate, it may require as a condition of eligibility for reinstatement that an employee satisfactorily complete a drug rehabilitation or treatment program approved by the district, at the employee's expense. Nothing in this policy shall be construed, however, to guarantee reinstatement of any employee who violates this policy; nor does the district accept any financial obligation for treatment or rehabilitation required as a condition of eligibility for reinstatement.

The superintendent or designee is directed to:

1. Provide a copy of the district's Drug-Free Workplace statement to new employees;
2. Maintain a drug-free awareness program; and
3. Comply with other specific requirements of the Drug-Free Workplace Act of 1988, as amended.

The drug-free awareness program shall include: informing employees about the dangers of drug abuse in the workplace; the district's policy establishing a drug-free workplace; available drug counseling, rehabilitation, and employee assistance programs, if any; and the penalties that may be imposed for drug abuse violations.

Cross references: [Board Policy 4205](#) Use of Tobacco, Nicotine Products and Delivery Devices
 [Board Policy 5140](#) Tobacco or Tobacco-Like Product Use Policy
 [Board Policy 5270](#) Disciplinary Action and Discharge

Legal references: [RCW 69.50.435](#) Violations committed in or on certain public places or facilities—Additional penalty—Defenses—Construction—Definitions
 [41 U.S.C. § 8103](#) Drug-free workplace requirements for Federal grant recipients
 [21 U.S.C. § 812](#) Schedules of controlled substances
 [Drug Free Workplace Act of 1988, 41 U.S.C. §§ 701 et seq](#)
 [Safe and Drug Free Schools and Communities](#)

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