

### **3124 - DRUG-FREE WORKPLACE**

The School Board recognizes that substance abuse in our nation and our community exacts staggering costs in both human and economic terms. Substance abuse causes impaired job performance, lost productivity, absenteeism, accidents, wasted materials, lowered morale, higher health care costs, and diminished interpersonal relationship skills. The Board commits to create and maintain a drug-free workplace.

The use of illegal drugs, the abuse of alcohol, and the misuse of prescription and over-the-counter drugs are unacceptable. The Board shall clearly communicate this message to its instructional staff. The *Drug-Free Workplace Technical Guide* is incorporated by reference and is a part of this Board policy. The procedures manual may be updated by the Superintendent as necessary to ensure compliance with applicable law and/or rule.

In addition, the Board shall publish a statement and provide a copy to each employee notifying the employee that controlled substances are prohibited in the workplace. This statement shall include a notice that specific actions will be taken against District employees for violating the prohibition.

Refer to the appropriate procedure.