

DRUG-FREE WORK PLACE POLICY

Student and employee safety is a paramount concern to the Spearfish School Board. Employees under the influence of alcohol, drugs or controlled substances are a serious risk to themselves, to students and to other employees. Therefore, the school board will not tolerate the unlawful manufacture, use, possession, sale, distribution or being under the influence of alcohol and other drugs by an on-duty employee. Substances that include or are synthetic drugs (some examples include but are not limited to “herbal incense” or “pot pourri” or “bath salts” or “spice”) which contain synthetic cannabinoids or other “high-inducing” drugs, and substances that mimic or are “look-alike” controlled substances, which are used or intended for use in an abusive and/or intoxicating fashion are also prohibited by this policy in the same manner as the above-controlled substances. Employees who use prescription drugs authorized by a licensed physician do not violate this policy if the employees conform to the prescription and appropriate school policies.

Any employee who violates this policy will be subject to disciplinary action which may include dismissal. Each employee of the district is hereby notified that, as a condition of employment, the employee must abide by the terms of this policy and will report to the superintendent any criminal drug state convictions for any drug violation (occurring in or on the premises of this school district or while engaged in regular employment) no later than five (5) days after such conviction.

Within thirty (30) days after receipt of such notification, the district will take appropriate disciplinary action, which may include suspension or termination of employment, requiring the employee to participate in drug abuse assistance or rehabilitation programs and possible referral for prosecution.

The school board recognizes that employees who have a drug abuse problem should be encouraged to seek professional assistance. An employee who requests assistance shall be given a list of local treatment facilities or agencies in the community.

When a staff member has consumed alcoholic beverages or illegal drugs off school property; and/or before a school activity, the staff member will not be allowed on school property or to participate in school activities. Staff members who violate this regulation may be subject to the same disciplinary sanctions as for possession or consumption on school property.

The Spearfish School Board hereby commits itself to a continuing good faith effort to maintain a drug-free work place.

A copy of this policy shall be given to all present and future employees.

Adopted	<u>June 11, 1990</u>
Revised	<u>April 11, 1994</u>
Reviewed	<u>December 14, 1998</u>
Revised	<u>January 12, 2004</u>
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