

Rutland Windsor Supervisory Union Ludlow Elementary School District Mount Holly Elementary School District Plymouth School District Union #39 School District	ALCOHOL AND DRUG-FREE WORKPLACE	Policy D8
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Policy

It is the policy of the Rutland Windsor Supervisory Union, Ludlow Elementary School District, Mount Holly Elementary School District, Plymouth School District and Union #39 School District (hereinafter referred to as "District(s)") that no employee will unlawfully manufacture, distribute, dispense, possess, or use alcohol or any drug on or in the workplace. "Drug" means any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by state or federal statute or regulation.

I. Description

"Workplace" means the site for the performance of work for the District, including any school building or any school premises and any school-owned vehicle or any other District approved vehicle used to transport students to and from school or school activities. It also includes off District property during any District sponsored or District approved activity, event or function such as a field trip or athletic event, where students are under the jurisdiction of the District.

As a condition of employment, each employee will notify the superintendent in writing of his or her conviction of any criminal drug statute for a violation occurring on or in the workplace as defined above. The employee must notify the superintendent no later than five days after such conviction. Entry of a nolo contendere plea shall constitute a conviction for purposes of this policy, as will any judicial finding of guilt or imposition of sentence. Within 10 days of notification from an employee, or receipt of actual notice of an alcohol or drug conviction, the superintendent will notify any federal or state officers or agencies legally entitled to such notification.

As a condition of employment, each employee must abide by the terms of the District policy respecting an alcohol and drug free workplace.

II. Implementation

An employee who violates the terms of this policy will be subject to disciplinary action, including satisfactory participation in an alcohol or drug abuse assistance program or rehabilitation program approved by the board. Such disciplinary action may also include, but not be limited to non-renewal, suspension or termination at the discretion of the board.

The Board will take such action in accordance with District policies and regulations as well as applicable state and federal law.

The Superintendent will establish an alcohol and drug-free awareness program in the District to include information on the dangers of drug abuse in the workplace, the District's policy on an alcohol and drug-free workplace and any alcohol or drug counseling available to employees as well as any available rehabilitation and employee assistance programs.

A copy of this policy will be given by the Superintendent or his/her designee to each District employee. The Superintendent or his/her designee will conduct a biennial review of the District's student and employee drug prevention programs as required by the Drug-Free Schools and Communities Act. The review will determine the effectiveness of the prevention programs and the consistency of the enforcement of disciplinary sanctions. Following each review, required changes will be implemented.

Legal References:

Drug Free Workplace Act of '89; DF Schools & Comm Act of '89; Controlled Substances Act, 21 C.F.R. 1308.11 through 1308.15

District:	Reviewed only	Date Warned	Date Adopted	Replaces Policy
Rutland Windsor Supervisory Union		September 26, 2006	October 4, 2006	
Ludlow Elementary School District		November 3, 1993	November 18, 1993	CI
Mount Holly School District		July 5, 2004	July 12, 2004	CI
Plymouth School District		October 24, 2003	November 3, 2003	CI
Union #39 School District		March 8, 2004	March 17, 2004	CI