

1 **Board Policies**

Blair-Taylor School District

2
3 **Series: 500**
4 **Section: 520**
5 **Policy #: 525**

PERSONNEL
GENERAL PERSONNEL POLICIES
EMPLOYEE TOBACCO, ALCOHOL AND DRUG USE

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9 **Alcohol and Other Drugs:**

10 It is the policy of the Blair-Taylor School District that students and employees have the right to attend
11 school and work in an environment that is free from use of alcohol, and other mood-altering drugs and
12 substances. These substances interfere with the learning environment of the students and the
13 performance of students and employees.

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15 Employees are to report to work free of the effects of mood-altering drugs. The use, possession, sale or
16 intent to sell, transfer of drugs, drug paraphernalia (as defined by state statutes), or having illegal drugs or
17 chemicals in a person's system in or on school property, in any school district-owned or contracted
18 vehicle, or at school-sponsored events is prohibited.

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20 The use or sale of alcohol in or on school property, in any district-owned or contracted vehicle or at
21 school-sponsored events by any employee is prohibited. Employees who are found to be under the
22 influence of illegal substances and/or alcohol in the above mentioned circumstances, will be subject to
23 disciplinary procedures.

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25 **Tobacco:**

26 Smoking or the use of tobacco products by employees in school buildings, on school grounds or in school
27 owned vehicles is prohibited. The use of tobacco products by an employee may result in disciplinary
28 action.

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30 **Prescription Medications:**

31 When an employee is under the influence of a prescription medication or medication that contains alcohol
32 and that employee believes that his/her behavior may be affected by such chemicals, the person may let
33 their administrator or supervisor know to avoid any misunderstanding.

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35 To protect confidentiality, the employee may, at his/her discretion give permission for the supervisor to be
36 in contact with his/her physician only by a formal release of information.

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38 **Disciplinary Procedures:**

39 Where a district employee is in violation of this policy, the administrator shall determine the appropriate
40 consequences and possible referrals for assistance to the school attorney or to law enforcement officials.
41 Cases involving possible suspension or dismissal will be referred to the Board of Education to ensure
42 employee due process rights.

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44 The possession, sale, transfer and/or manufacture of illegal drugs, drug paraphernalia (as defined by
45 state statutes) or controlled substances on school grounds or in school facilities or vehicles or at
46 school-sponsored events will be grounds for immediate police involvement and disciplinary
47 action including dismissal.

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Emergency Work Assignments:

If an employee is called in outside of regularly scheduled work hours on an emergency basis (to repair damage to buildings, respond to police calls or other emergency assignments) the provision of no alcohol use does not apply. Any employee who feels he/she may be under the influence, impaired or feels that he/she is unable to perform his/her duties, may refuse such emergency or extra work.

LEGAL REFERENCE: S. 120.10(14), 120.12(20), 111.70 Wis. Stats.

First Reading: 10/7/91

Adopted: 10/21/91

Reviewed: 11/04/98

Amended: 01-18-10

Clerk: _____