

REGION TWO SCHOOL OF APPLIED TECHNOLOGY

File: GBEC

DRUG-FREE WORKPLACE

The Region Two Cooperative Board believes strongly that all employees and students should be able to work and learn in an environment free from alcohol and drug abuse. Accordingly, the Board expects all employees to report for work and to perform their duties in a manner that does not jeopardize the health, safety and well-being of co-workers and students.

No employee shall distribute, dispense, possess, use or be under the influence of any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor. Nor shall any employee unlawfully manufacture, distribute, dispense, possess, use or be under the influence of "bath salts" or of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid or any other controlled substance (as defined in schedules I through V of section 202 of the federal Controlled Substance Act [21 USC § 812]; by regulation at 21 CFR, § 1300.11 through 1300.15; and in 17-A MRSA, § 1101). This applies before, during and after Region Two hours, at Region Two or in any other Region Two location, defined as follows:

"Region Two location" means in any Region Two building or on any Region Two premises; in any Region Two-owned vehicle or in any other Region Two-approved vehicle used to transport students to and from Region Two or Region Two activities; off Region Two property at any Region Two-sponsored or Region Two-approved activity, event or function, such as a field trip or event where students are under the jurisdiction of Region Two; or during any period of time such employee is supervising students on behalf of Region Two or otherwise engaged in Region Two business.

Any employee who suspects that he/she may have an alcohol or drug dependency problem is strongly encouraged to contact his/her supervisor to seek voluntary diagnosis and treatment. The employee will be provided confidential referral services to an outside agency upon request and assisted in determining the extent to which insurance coverage to help pay for such services is available. All voluntary referrals shall be kept confidential.

Any illegal use, possession, furnishing, selling or provision of assistance in obtaining "bath salts," alcoholic beverages or scheduled drugs not covered by the preceding paragraphs may, depending upon the circumstances, constitute sufficient grounds for discipline, up to and including dismissal. Referrals under foregoing paragraphs of this policy will not preclude disciplinary action under this paragraph, depending on the circumstances.

As provided in the Drug-Free Workplace Act of 1988, any employee is required to notify Region Two of a criminal or civil conviction for a drug violation occurring in the workplace no later than five (5) calendar days after such a conviction. In turn, the Director, within ten (10) calendar days of learning of such a conviction, is to give written notification to the U.S. Department of Education and to any other federal agency from which Region Two receives funds.

Appropriate disciplinary action shall be taken against any employee who violates the terms of Region Two's drug and alcohol policy, up to and including dismissal.

Implementation

The Director shall be responsible for developing and administering appropriate procedures to implement this policy.

Communication

A copy of this policy is to be given or mailed to all current employees and to new employees at the time of their employment and is to be posted in appropriate locations throughout Region Two.

Legal Reference: 20 USC § 7101 et seq. (Safe and Drug-Free Schools and Communities Act)
21 USC § 812 (Controlled Substances Act)
21 CFR § 1300.11-1300.15
Fed. P.L. 101-226
17-A MRSA § 1101
22 MRSA § 2390-2394

Cross Reference: JICH - Drug and Alcohol Use by Students

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Second Reading and Adoption: September 20, 2016