

Drug Free Workplace policy

PURPOSE OF POLICY

The Menominee Indian School District (the "District") recognizes that a drug-free and alcohol-free workplace is vital to workplace safety, ensuring at the safety of the children entrusted to the District by their parents and guardians, the quality of education provided to our students, and the productivity of employees.

Substance abuse exacts substantial costs on individuals and employers and causes impaired job performance, lost productivity, absenteeism, accidents, wasted materials, lowered morale, rising health care costs, and diminished interpersonal relationship skills.

The District believes that alcoholism and drug addiction are illnesses and should be treated as such. The District also believes that employees who develop alcoholism or other drug addictions can be helped to recover and should obtain appropriate assistance. It is in the best interest of the employee and the District that alcoholism and drug addiction be diagnosed and treated at the earliest possible date. It is therefore important that the District and employees use the services of the District's Employee Assistance Program to address issues relating to drug and alcohol use.

Federal law requires federal grant recipients to establish a drug-free workplace. Employees must be provided with a statement notifying them of the prohibitions pertaining to controlled substances, consequences of violations, and compliance with the drug-free policy as a condition of employment.

In additions, employees who possess commercial drivers licenses are subject to state and federal laws, including rules promulgated by the federal Department of Transportation ("DOT"), which require the District to:

1. Maintain a written substance abuse policy for its employees who are required to possess a commercial drivers license:
2. Perform drug and alcohol testing;
3. Maintain safeguards to protect employees from, among other things, erroneous test results; and
4. Impose mandatory corrective action against employees who violate the policy.

Accordingly, the District has implemented this Drug-and Alcohol-Free Workplace Policy and Testing Procedure (the "Policy"). This Policy is designed to (a) provide a safe, healthy, productive, and drug-and alcohol-free workplace for all employees, (b) protect the District, our students and visitors from losses arising out of or associated with alcohol and controlled substances, (c) provide an effective tool for deterrence of substance abuse, (d) provide an effective tool for detection of violators, (e) ensure efficient operations, (f) maintain a favorable and positive District image, and (g) satisfy the state and federal (including the DOT) laws and regulations.

This policy does not create a contract or expectation of future employment between the District and its employees. As permitted by any applicable collective bargaining agreement, the terms of the Policy may change in the future at the District's discretion or to comply with changes in federal or state law, with or without notice to employees.

Compliance with this policy is not optional. The failure to comply with any of the provisions of the Policy ay subject and employee to discipline, up to and including termination, as permitted by any applicable collective bargaining agreement. The policy replaces and supersedes all prior alcohol or substance abuse policies of the District.

Where this Policy applies to drivers of commercial motor vehicles, it is intended to be consistent with the requirements of state and federal law including, but not limited to, regulations issued by the Federal highway commission, Department of Transportation. To the extent that this Policy is inconsistent with any of these laws, the law shall govern. Drivers of commercial motor vehicles are encouraged to review Title 49 of the Code of Federal Regulations, Parts 40 and 382 for further detail on alcohol and drug testing procedures and requirements.

Cross Reference: The Drug and Alcohol-Free Workplace and
 Testing Policy and Procedure Handbook

Revised:
9/7/04