

POLICY

**FRANKLIN TOWNSHIP
BOARD OF EDUCATION**

File Code: 4219.23

EMPLOYEE SUBSTANCE ABUSE

The Board of Education is concerned with providing a Drug Free Workplace for all employees. The unlawful manufacture, distribution, dispensing, possession or use of any controlled dangerous substance by any person in any school building, on school grounds, or during any activity or event sponsored or approved by the board is prohibited.

Every employee of this district must, as a condition of employment, agree to be bound by this policy. An employee who violates the prohibitions or reporting requirements of this policy will be subject to discipline, which may include dismissal, or certification of tenure charges, as appropriate. An employee whose involvement with drugs results in a conviction for a crime of the third degree or above or for an offense touching his or her position will be deemed to have forfeited his or her public employment, pursuant to NJSA 2C:51-2.

An employee who is convicted of a drug related offense occurring in the workplace must report the conviction to the chief school administrator within five days of its occurrence. The chief school administrator will, within ten days of the date on which notice of the conviction is received, report any such conviction resulting from drug use in the workplace to any federal agency from which the district has received funds through a grant.

For the purposes of this policy "workplace" shall include any school building, or any school premises and any school-owned vehicles or any other school approved vehicle used to transport students to and from school or school activities. Workplace also includes off-school property during any school sponsored or school approved activity, event or function such as a field trip or athletic event, where students are under the jurisdiction of the school district.

The Board directs the chief school administrator to establish and maintain a program to

1. Alert employees as to the dangers of drug abuse in the workplace;
2. Inform employees of the prohibitions against drugs set forth in this policy.
3. Inform employees of available drug counseling, rehabilitation, and assistance programs; and
4. Warn employees of the penalties that may be imposed for violations of prohibitions set forth in this policy.

The board will report to law enforcement officials and prosecute as appropriate any employee or visitor who violates the prohibitions of this policy. A pupil who violates this policy will be treated in accordance with law and policy #5131.6.

Transportation contracts approved by the board shall contain assurance that the contractor will establish a drug and alcohol testing program that meets the requirements of federal regulations.

This policy will be distributed to each district employee, including all those engaged in the performance of services under a federal grant, and will be permanently posted in the district. Employees will be asked to acknowledge awareness or receipt of copies of this policy.

Date adopted: 11/20/00

Date reviewed: 3/23/09