

# ST. MARYS AREA SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: ALCOHOL USE/ABUSE

ADOPTED: November 8, 2010

REVISED:

	<b>350. ALCOHOL USE/ABUSE</b>
1. Purpose	<p>The Board recognizes that the misuse and abuse of alcohol is a serious problem with legal, physical, and social implications for the entire school community. The Board is very much concerned about the problems that may be caused by alcohol use and/or abuse by its administrative, professional and classified employees, especially as it relates to an employee's safety, efficiency and productivity.</p> <p>The purpose and justification for this action by the district is the protection of the health, safety, and welfare of students, staff, and school property.</p>
2. Delegation of Responsibility	<p>The Superintendent shall publish a statement notifying all employees of the following:</p> <ol style="list-style-type: none"><li>1. The district believes it is unacceptable for any administrative, professional, or classified staff member to use or be under the influence of alcohol at any time during the school day, prior to or during participation in a school activity, during an authorized school district activity (although not physically occurring on district property), or at any time on property owned or leased by the district.</li><li>2. While it is the responsibility of each employee to personally resolve problems related to use or abuse of alcohol, the district will offer confidential assistance to any employee who seeks help.</li></ol>
3. Guidelines	<p>Should an employee be found using or under the influence of alcohol during the school day, at a school-related activity, or on school property, the following procedure shall be initiated:</p> <ol style="list-style-type: none"><li>1. The building administrator will notify the Superintendent of the alleged policy violation and conduct an informal investigation.</li><li>2. Upon completion of the informal investigation the building administrator will issue a report to the Superintendent which will recommend either dismissal of the charges, or further action by the Superintendent.</li></ol>

3. If the charges are not earlier dismissed, the Superintendent shall hold a formal hearing and make one (1) or more of the following determinations:
  - a. Dismiss the charges.
  - b. Recommend medical evaluation and follow-up.
  - c. Recommend psychological evaluation and follow-up.
  - d. Recommend drug and alcohol assessment by a qualified professional or agency.
  - e. Issue a verbal reprimand.
  - f. Issue a written reprimand.
  - g. File charges with the Board for termination of employment pursuant to law and Board policy.

References:

School Code – 24 P.S. Sec. 510

Board Policy – 317