

A Message from the Superintendent

Drug-Free Workplace Act of 1988 - P. L. 100-690

In order to make our employees aware of the requirements of P. L. 100-690 (The Drug-Free Workplace Act of 1988) and to meet the requirements of P. L. 874 (Impact Aid) to make our system eligible for federal funds, this brochure has been prepared for distribution to each employee in the system. Please let us know if you have any questions regarding its contents.

Superintendent

The Drug-Free Workplace Act of 1988

The Drug-Free Workplace Act of 1988, signed by former President Ronald Reagan on November 18, 1988, is a part of Public Law 100-690, which is designed to deal comprehensively with the nation's problem of drug abuse. The Act, which became effective March 18, 1989, requires that contractors and grantees of federal agencies certify that they will provide a drug-free workplace. Each federal grantee is required to make such a certification before receiving a contract or grant from a federal agency. The penalty for noncompliance can be as severe as the loss of federal grants for a period of five (5) years. The requirements of this Act affect the Russellville City Schools in that the school system is a federal grantee, receiving direct funds for programs such as Chapter I, Chapter 2, Vocational Education, Drug-Free Schools and Communities, and Handicapped Education.

The Drug-Free Workplace Act of 1988 requires the Russellville City Schools (Grantee) to do the following:

- * Publish a policy statement
- * Communicate this policy to its employees
- * Establish a Drug-Free awareness program
- * Notify the federal granting agency of any employee's conviction for any drug-related violation on the Department's premises
- * Impose a sanction on any convicted employee
- * Make a good-faith effort to continue to maintain a drug-free workplace

This Act covers only on-the-job drug use. This Act does not require drug testing of employees.

Drug-Free Workplace Policy Statement Russellville City Schools

The Russellville City Board of Education intends to maintain a drug-free workplace for all of its employees in accordance with the requirements of the Drug-Free Workplace Act of 1988 (34 CFR, Part 85, Subject F).

It is the policy of the Russellville City Board of Education that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in any workplace. The term "workplace" is defined to mean all property under the jurisdiction of the Board of Education including, but not limited to, the facilities and grounds of Russellville High School, Russellville Middle School, Russellville Elementary School, West Elementary School, and the Russellville City Board of Education Administrative Offices.

Any employee convicted of any criminal drug statute violation occurring in the workplace is required to notify the Superintendent of Schools of such conviction within five (5) days. Appropriate personnel action will be taken against any employee failing to make the required notification. Within thirty (30) days of receiving such notification, the Board of Education will, at its discretion, take one of the actions listed below with respect to the employee.

1. Appropriate personnel action will be taken against such employee, up to and including termination.
2. Such employee will be required to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health law agency.

Acknowledgment of Receipt Russellville City Schools' Policy Information on the Drug-Free Workplace Act of 1988 (P. L. 100-690) Effective June 22, 1989

To the Employee:

This acknowledgment must be completed, signed, and returned to your Principal.

I, _____, an employee of Russellville City Schools, hereby certify that I have received a copy of this School District's policy statement regarding the maintenance of a drug-free workplace. I realize that the unlawful manufacture, distribution, possession, or use of a controlled substance is prohibited on this School District's premises and violation of this policy can subject me to disciplinary action, including termination of employment. I realize that as a condition of employment by this School District, a federal grantee, I must abide by the terms of this policy and will notify the Superintendent of Schools of any criminal drug conviction for a violation occurring in the workplace no later than five (5) days after such conviction. I understand that on-the-job use is specifically prohibited by the policies of the Board of Education and that the penalties might include termination of employment.

Signature

Date

Russellville City Schools

Drug-Free Workplace Policy Statement

Board of Education

***Greg Batchelor
Bret Gist
Jerry Groce
Judy Pounders
Greg Trapp***

***Heath Grimes
Superintendent***

It is the official policy of Russellville City Schools that no person in Alabama shall be, on the grounds of race color, handicap, sex, religion, national origin, or age, excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

Federal Law and School Board Policy Demand a Drug-Free Workplace

This brochure is provided to all employees in an effort to promote an awareness of drug-free workplace legislation and the policies of Russellville City Schools.

All aspects of American life are affected by the drug problem. It threatens not only the home, the school, and the community, but the workplace as well.

According to the most recent household survey conducted by the National Institute on Drug Abuse, nearly 1 in 4--24 percent--of employed males 18-24 years old use marijuana at least once a month. Approximately 9 percent, or 1 in 11, use cocaine at least once a month.

Obviously, drug use by members of the American workforce is significant, and such use carries with it the risk of drug dependence and a host of problems related to decreased job performance and productivity.

While estimates of the direct costs of drug abuse to business have been difficult to obtain, studies suggest that the overall impact of drug abuse on society is substantial. Estimates are that the decreased worker productivity and increased accidents due to alcohol and drug use cost more than \$100 billion annually. One Alabama company reported a loss of \$7.5 million in 1987 due to employees' drug and alcohol problems. The cost of drug abuse in the workplace includes not only lost productivity, but costs related to absenteeism, accidents, health care, loss of trained personnel, theft, and prevention/treatment/deterrence programs.

We must take a firm stance against illicit drug use. The use of drugs--including alcohol--in the workplace is unacceptable since it can adversely affect health, safety, and productivity, as well as public confidence and trust. Drug use in the workplace interferes with the ability of workers to meet satisfactorily the requirements of their jobs. It reduces the employee's dependability, efficiency, and safe performance of job responsibilities and can negatively affect an entire organization.

***REMEMBER: Drug use in the workplace is expensive;
it could cost you your job!***

Russellville City Board of Education

Drug-Free Workplace Regulations



An informational brochure for the employees of Russellville City Schools