

## **BP 4020 DRUG, TOBACCO PRODUCT, AND ALCOHOL-FREE WORKPLACE - All Personnel**

The School Board believes that the maintenance of drug, tobacco product, and alcohol-free workplaces is essential to school and district operations. No employee shall unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any alcoholic beverage, drug or controlled substance before, during or after school hours at school or in any other district workplace.

For purposes of this policy, “drug” is defined to include, but is not limited to, marijuana or cannabis, in any form; synthetic marijuana or cannabis, in any form; synthetic variations of controlled substances, in any form; prescription medication for which a valid prescription has not been obtained, which is used in amounts in excess of prescribed dosages, or which is used for purposes other than as prescribed, and prescription drugs distributed or dispensed to any person other than the prescription holder.

“Controlled substance” is defined to include any substance identified by federal or state law as controlled.

CCSD uses the following American Lung Association definition of “tobacco product”:

1. Any product containing, made of, or derived from tobacco or containing nicotine from any source that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, Iqimik/Blackbull, snuff, or snus;
2. Any electronic smoking device and any substance that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; other than products covered under CCSD’s drug policy or
3. Any component, part, or accessory of 1) or 2), whether or not any of these contains tobacco or nicotine, including, but not limited to, lighters, filters, rolling papers, blunt or hemp wraps, hookahs, flavor enhancers, or pipes.
4. “Tobacco product” does not include drugs, devices, or combinations products, including nicotine replacement products, authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug and Cosmetic Act.

In the interest of the health and safety of students and employees, it is a violation of this policy for students, staff, parents, visitors, contractors, and all others to use, distribute or sell tobacco products, on District premises, at school-sponsored activities on or off District premises and in District-owned, rented or leased vehicles.

Possession of tobacco products is prohibited for all district students and visiting students, as well as for all other visitors under the age of 21.

Tobacco product and marijuana advertising is prohibited in all school-sponsored publications, in all school buildings, and at all school-sponsored events. District acceptance of gifts or funds from the tobacco product and marijuana industries is similarly prohibited. Personnel shall not wear clothing depicting tobacco products, alcohol, drugs, or controlled substances, and shall not display such items or related slogans on their vehicles, through signage or otherwise, while the vehicle is on District property or at a school sponsored event.

The Superintendent or designee shall:

1. Publish and give to each employee a notification of the above prohibitions. The notification shall specify the actions that will be taken against employees who violate these prohibitions. The notification shall also state that as a condition of employment, the employee will abide by the terms of this policy and notify the employer, within five (5) days, of any criminal drug or alcohol statute conviction which he/she receives for a violation occurring in the workplace.

For the purpose of this policy, "conviction" shall mean a finding of guilt, including a plea of nolo contendere, or imposition of sentence, or both, by any judicial body charged to determine violations of federal or state criminal drug or alcohol statutes.

2. Establish a drug, tobacco product, and alcohol-free awareness program to inform employees about:
  - a. The dangers and costs of drug, tobacco products, and alcohol abuse in the workplace.
  - b. The district policy of maintaining drug, tobacco product, and alcohol-free workplaces.
  - c. Any available drug, tobacco product, and alcohol counseling, rehabilitation, and employee assistance programs, including the free Alaska Tobacco Quitline, and
  - d. The penalties that may be imposed on employees for drug, tobacco product, and alcohol abuse violations.
3. Notify the appropriate federal granting or contracting agencies within ten days after receiving notification, from an employee or otherwise, of any conviction for a violation occurring in the workplace.
4. Initiate disciplinary action within 30 days after receiving notice of a conviction for a violation in the workplace from an employee or otherwise. Such action shall be consistent with state and federal law, the appropriate employment contract, the applicable collective bargaining agreement, and district policy and practices.
5. Make a good faith effort to maintain a drug and alcohol-free workplaces throughout the district.

In taking disciplinary action, the Board requires termination when termination is required by law. When termination is not required by law, the Superintendent or designee shall take disciplinary action, up to and including termination, or shall require the employee to

satisfactorily participate and complete a drug assistance or rehabilitation program approved by a federal, state or local health, law enforcement or other appropriate agency, or a combination of both discipline and mandatory assistance program. Discipline decisions shall be made in accordance with relevant state and federal laws, employment contracts, collective bargaining agreements, and district policies and practices.

Nothing in this policy shall prohibit the District from conducting its own investigation or from taking appropriate disciplinary action even in the absence of a conviction.

*(cf. 3514 - Safety)*

*(cf. 4117.4 - Dismissal)*

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4159 - Employee Assistance Programs)*

*(cf. 4158/4358 - Employee Security)*

*(cf. 4218.1 - Drug and Alcohol Testing for School Bus Drivers)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*Legal Reference:*

UNITED STATES CODE

*THE DRUG-FREE WORKPLACE ACT OF 1988, 41 U.S.C. Ch. 81*

*DRUG-FREE SCHOOLS AND COMMUNITIES ACT AMENDMENT OF 1986, as amended, U, 20 U.S.C. 7111*

*CONTROLLED SUBSTANCES ACT, 21 U.S.C. 801*

CODE OF FEDERAL REGULATIONS

*21 CFR 1300 - 1316*

ALASKA STATUTES

*17.38, The Regulation of Marijuana*

*17.38.220, Employers, Driving, Minors, and Control of Property*

*11.71.010-090, Controlled Substances*

*Revised 3/2011*

*Reviewed 12/2014*

*Revised 5/2019*

*Reviewed 4/2021*

*Revised 10/2025*

**Craig City School District**