



PERSONNEL: Conduct

Drug-Free Workplace

I. Policy Statement

- A. The Board of Education of Baltimore County (Board) expects its employees to be role models for students by exhibiting substance-free behavior and providing a quality educational environment unaffected by alcohol or drugs. The Board establishes this drug-free workplace policy to promote and maintain quality learning and work environments absent the use or evidence of use of alcohol or drugs.
- B. As required by the Federal Drug-free Workplace Act (ACT), the Board prohibits the unlawful manufacture, distribution, dispensation, possession, or use of any controlled substance or alcohol in any quantity by its employees on Board property or while attending or participating in any school-sponsored event.

II. Standards

- A. The Superintendent will ensure that the standards of conduct required by this policy are communicated to employees. All newly hired employees shall, in writing, acknowledge receipt of this policy.
- B. This policy is a condition of employment and all employees are required to abide by its terms.
- C. Because of federal laws and regulations, certain employees may be subject to additional requirements.
- D. Violations of this policy may subject an employee to disciplinary action, up to and including termination of employment and referral for prosecution.
- E. The Superintendent shall establish an awareness and prevention program to inform employees about the dangers of drug and alcohol abuse and the availability of drug and alcohol counseling through the school system's employee assistant program.

III. Implementation

The Board directs the Superintendent to implement this policy.

Legal References: 41 U.S.C. §8104, *Et. Seq., Drug-free Workplace Act*
Annotated Code of Maryland, Health General Article §17-214,
Controlled substance testing by employer.

Related Policies: Board of Education Policy 2372, *Tobacco*
Board of Education Policy 3128, *Board-Owned Vehicles*
Board of Education Policy 4002, *Obligations of Employees of the*
Board of Education of Baltimore County
Board of Education Policy 4006, *Medical Evaluations*
Board of Education Policy 4100, *Employee Conduct and*
Responsibilities
Board of Education Policy 4402, *Termination from Employment*

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