

CLARK COUNTY SCHOOL DISTRICT POLICY

4310

EMPLOYMENT PRACTICES

- I. Employment practices will be conducted in accordance with the policies and regulations of the Clark County School District and the appropriate Nevada Revised Statutes.
- II. Any contract of employment not controlled by board policy, regulation, procedure, or negotiated agreement shall be considered a new position or a reclassification.
- III. Established selection and appointment procedures shall be followed in all other respects.
- IV. The district recognizes the need to maintain a drug-free workplace as provided for in the Drug-Free Workplace and the Drug-Free Schools and Communities Acts.

A. Drugs and Alcohol Prohibited

The unlawful manufacture, distribution, dispensing, possession, or use of drugs and/or alcohol at any district property, workplace, or as a part of any of a school's activities is prohibited. For the purposes of this policy, drugs are defined as any controlled substance or drug which is not legally obtainable or any controlled substance or drug which is legally obtainable, such as a prescription drug, but which is not legally obtained or is not being used for prescribed purposes.

B. Notice of Convictions

Any employee who is convicted of violating any federal or state criminal drug statute in the workplace must notify the superintendent in writing within five (5) days of such conviction. For the purposes of this notice requirement, a conviction includes a finding of guilt, a no contest plea, or an imposition of sentence by any judicial body for any violation of a criminal statute involving the unlawful manufacture, distribution, dispensing, possession, or use of drugs in the workplace.

C. Penalties for Violation

Compliance with this policy is mandatory and is a condition of continued employment. Consequently, a violation of any aspect of

this policy will render the employee subject to disciplinary action as further described and provided for in the negotiated agreements with the employee's appropriate bargaining unit and the Nevada Revised Statutes, up to and including termination. If there is evidence that an illegal act has been committed, the evidence shall be referred to the appropriate law enforcement agency for prosecution.

D. Drug-Free Awareness Program

1. The district believes strongly that employees should be aware of the dangers of drug abuse.
2. Drugs can cause a severe general deterioration of health including such problems as lung cancer, liver disease, respiratory failure, and heart attacks. In addition, drugs can cause motor vehicle accidents and workplace injuries. Drugs also have a number of more insidious effects: they can rob the user of his or her ability to deal constructively with anxiety and stress; they can undermine the user's ability to plan for and reach long-term goals; and, they can destroy professional and family relationships. Finally, lives can be ruined when illegal drug users are arrested, jailed, or injured by drug-related violence.
3. The district has available at each secondary school library, materials about drug abuse.

E. Notice

Each year, every district employee will be given a copy of this policy together with a listing which gives information about any drug and alcohol counseling and rehabilitation and re-entry programs that are available to employees.

Legal Reference:	Drug-Free Workplace Act of 1988 and Drug-Free Schools and Communities Act Amendments of 1989
Review Responsibility:	Human Resources Division
Adopted:	[4310:8/13/81]
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