



# Board Policy

**Responsible Office:** Office of Human Resources

## **BOARD POLICY 4214**

### **ALCOHOL AND DRUG FREE WORKPLACE**

#### **PURPOSE**

The Board of Trustees (Board) is committed to protecting the safety, health and well-being of all students, visitors, and employees of the Washoe County School District (District). Nevada law requires the District to adopt a plan to ensure that schools within the District are safe and free of controlled substances. The Board, therefore, adopts this policy to create an alcohol and drug free workplace.

#### **DEFINITIONS**

1. "Workplace" means any District building, school building, school premises, and any District-owned vehicle or any other District-approved vehicle used to transport employees and/or students to and from school or school activities or on school business. Off school property, the workplace includes any District or school-sponsored or approved activity, event or function where students and/or employees are under the jurisdiction of the District. In addition, the workplace shall include all property owned, leased or used by the District for any educational or District business purpose.
2. "Employees" means employees, Trustees, and volunteers for purposes of this policy.

#### **POLICY**

1. No employee shall violate the law or this policy in the manufacture, distribution, dispensing, possession or use, in the workplace, of alcohol or any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, as defined in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 C.F.R. 1308.11 through 1308.15.
2. No employee shall use controlled substances and/or alcohol (without medical authorization) within such time prior to reporting to the job that any effect or evidence of such consumption or use remains and/or can be detected and/or is under the influence.

3. The nonmedical use, abuse, or possession of drugs and/or use of alcohol is forbidden on District property or at District-sponsored activities. Employees determined to be in possession of, using, or abusing drugs or alcohol shall be reported immediately to the employee's supervisor.
4. Any employee who has been convicted under any criminal drug statute for a violation occurring in the workplace, as defined above, shall notify the supervisor within five (5) days thereof that such conviction has occurred.
5. As a condition of employment, each employee shall abide by the terms of this policy respecting a drug-free workplace.
6. Any employee who violates this policy in any manner is subject to discipline, which may include, but is not limited to, dismissal.
7. The Board hereby directs the Superintendent to adopt an Administrative Regulation to implement and maintain the purpose of this Board Policy. The Superintendent shall include in the Administrative Regulation the following provisions:
  - a. Requirements for District employees who must maintain a Commercial Driver's License (CDL) as a condition of employment (e.g., school bus drivers) related to transportation and the use of controlled substances. This includes being aware that marijuana, to include medical marijuana, is an illegal substance under federal law;

### **LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS**

1. This Board Policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
  - a. Chapter 391, Personnel
2. This Board Policy complies with federal laws and regulations, to include:
  - a. Title 49, Transportation, Part 382, Controlled substances and alcohol use and testing, through the U.S. Department of Transportation's Federal Motor Carrier Safety Administration;
  - b. Title 49, Transportation, Part 40, Procedures for Transportation Workplace Drug and Alcohol Testing Programs; and
  - c. Drug-Free Workplace Act of 1988.

## REVISION HISTORY

Date	Revision	Modification
4/11/1967	1.0	Adopted as Alcohol and Drug Testing (commercial drivers)
10/27/1992	2.0	Revised
2/28/1995	3.0	Revised
7/14/1998	4.0	Revised
4/13/1999	5.0	Revised
12/08/2015	6.0	Revised: name changed to Drug Free Workplace
4/9/2019	7.0	Revised: clarifies rules related to being impaired, marijuana use, etc.
09/14/2021	8.0	Revised: Formatted per BP 9070, update definitions.
3/19/2024	9.0	Fixed typos, update header.
08/26/2025	10.0	Revised: Removed unnecessary definitions, updated policy for consistency and clarity.