

**SPRINGFIELD PUBLIC SCHOOLS**  
**Springfield New Jersey 07081**

**POLICY: EMPLOYEE SMOKING, DRINKING, ILLEGAL GAMBLING  
AND USE OF DRUGS ON SCHOOL GROUNDS**

**General - All Employees**

The use of alcoholic beverages, smoking, illegal gambling and drugs on school worksites is prohibited. Violations of this prohibition may subject an employee to disciplinary action which may include but is not limited to nonrenewal, suspension, or termination at the discretion of the Board of Education.

The unlawful manufacture, distribution, dispensing, possession of, use of or sale of any narcotic and/or hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance on or in school worksites is prohibited. Any violation may subject an employee to participation in a drug rehabilitation program and disciplinary action including but not limited to; nonrenewal, suspension, or termination at the discretion of the Board of Education.

For the purposes of this policy "worksite" shall include any school building, or any school grounds as well as any school-owned vehicles, or any other school approved vehicle, used to transport students to and from school or school activities. Worksite also includes off-school grounds during any school-sponsored or school approved activity, event or function such as a field trip or athletic event, where students are under the jurisdiction of the school district.

The Board of Education, as a result of criminal convictions of any criminal drug statute violation by an employee occurring outside of the worksite, may discipline said employee. Disciplinary action may include, but is not limited to; nonrenewal, suspension, or termination at the discretion of the board.

Illegal gambling is not permitted in the school worksite.

Smoking by employees in school buildings and on school premises is prohibited except as part of the authorized curriculum classroom instruction or theatrical production.

The Chief School Administrator shall establish a drug-free awareness program which includes notice of the dangers of drug abuse in the workplace and available drug counseling programs and shall distribute this policy to all employees annually. New employees shall be provided with a copy of this policy prior to beginning work assignments.

## **Work performance in connection with a federal grant**

In order for the school district to qualify for any direct federal grant, the district must certify that it will provide a drug-free workplace and maintain a good faith effort to continue to maintain a drug-free workplace. To this end, employees engaged in school worksites as a result of federal grant monies shall in addition to complying with requirements of the programs shall also be in strict compliance with this policy.

The Chief School Administrator shall notify all employees whose work performance is done in connection with federal grant that they are to notify their respective supervisors of convictions of any criminal drug statute violation occurring in the workplace. Employees must notify their supervisors no later than five days after each conviction. To be in compliance, the district must notify the federal grant program of such conviction within 10 days of a receipt of said conviction.

### **Legal References:**

N.J.S.A. 2C:33-16 Alcoholic beverages; bringing or possession on school property by person of legal age; penalty  
N.J.S.A. 2C:35 Controlled dangerous substances  
N.J.S.A. 18A:11-1 General mandatory powers and duties  
N.J.S.A. 18A:27-4 Power of boards of education to make rules governing employment of teacher; etc; employment of teacher; etc; employment thereunder  
N.J.S.A. 18A:40A-5 Cigarette vending machines prohibited  
N.J.S.A. 18A:54-20 Powers of board  
N.J.S.A. 24:21-19 Prohibited acts A. - Manufacturing  
N.J.S.A. 24:21-20 Prohibited acts B. - Possession, use or being under influence - Penalties  
N.J.S.A. 26:30-15 Legislative findings and declarations (smoking in educational institutions)  
N.J.A.C. 6:3-6 Enforcement of drug-free school zone  
N.J.A.C. 6:29-1.3(a)8 Policies and procedures

Anti-Drug Abuse Act of 1988  
Drug-Free Workplace Act of 1988  
34 CFR Part 85, Government-wide Debarment and Suspension (nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)  
34 CFR Part 86 Drug-Free Schools and Campuses  
Attorney General's Executive Directive No. 1988-1

### **Cross References:**

1330 Use of School Facilities  
1410 Local Units  
3220/3230 State funds; federal funds  
3515 Facilities use

4117.5 Disciplinary action

4146 Employment-related accommodations (employee assistance programs)

4217.5 Disciplinary action

4246 Employment related accommodations (employee assistance programs)

5131.6 Drugs, alcohol, tobacco

Adopted: November 20, 1989

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