



PERSONNEL

4118.24

Employee Drug Testing

It is the policy of the Montville Board of Education to establish and require mandatory drug and alcohol testing for drivers of school buses and vehicles designed to transport 10 or more passengers.

It is the intention of the Montville Board of Education to comply with Connecticut General Statute Section 14-276a and PA 95-140 as they relate to the authorization of drug testing of drivers of school transportation vehicles.

It will be the responsibility of the superintendent and/or the superintendent's designee to establish appropriate procedures to implement this policy.

Policy Adopted: 11/21/95
Revised: 5/21/96
Reviewed: 6/21/16
Reviewed: 9/20/16

PERSONNEL

Employee Drug Testing

**Montville Board of Education
Disciplinary Policies
Consequences and Interventions
After a Positive Drug Test or
and Alcohol Test of .020 or Greater**

I. Prohibited Drugs:

A. On-Duty/On-Call Standby Use of a Prohibited Drug: The admitted or witnessed **On-Duty/On-Call Standby Use** or possession of a prohibited drug is cause for termination. The observations of the witness will be verified before any action is taken.

B. Positive Drug Tests:

1. The following will all be considered positive drug results within the meaning of this policy:
 - a. a positive laboratory drug test result verified and confirmed by the Professional Testing Services Medical Review Officer as having no reasonable medical explanation,
 - b. refusal to provide a urine specimen,
 - c. clear obstruction of the testing procedures including attempts to adulterate or substitute,
 - d. shy bladder with no reasonable medical explanation.
2. The following procedure will be followed in response to a positive drug test result:
 - a. The employee will be relieved of duty and terminated.
 - b. At the termination interview, the employee will be given the name and number of PTS who will provide the name and address of a Substance Abuse Professional should the employee want to seek assistance. The cost will need to be covered by the employee.

- c. Upon return to duty to another safety-sensitive position, the employee is subject to unannounced follow-up drug testing for the period and at intervals scheduled by the SAP and MRO beyond the random drug testing also required by regulation - even though it would be a different employer.

II. Alcohol:

A. **On-Duty/On-Call Standby Use of Alcohol**: The admitted or witnessed **On-Duty/On-Call Standby Use** or possession of alcohol on the Company's time or premises will result in termination of employment. Over-the-counter medicine with alcohol content is included in the definition of alcohol. The observations of the witness will be verified before any action is taken.

B. **Refusal to Submit**: An employee who refused to provide adequate breath or saliva for alcohol testing with no reasonable medical explanation or who engages in conduct that clearly obstructs the testing procedure will be considered to be **.040**.

1. The following procedures will be followed in response to an alcohol test of **.040** or greater:
 - a. The employee will be removed from his/her safety sensitive duties and terminated.
 - b. At the termination interview, the employee will be given the name and number of PTS who will provide the name and address of a Substance Abuse Professional should the employee want to seek assistance. The cost will need to be covered by the employee.
 - c. Upon return to duty to another safety-sensitive position, the employee is subject to unannounced follow-up drug testing for the period and at intervals scheduled by the SAP and MRO beyond the random drug testing also required by regulation - even though it would be a different employer.

C. **Alcohol Tests of .040 or Greater**:

1. The following procedures will be followed in response to a confirmation alcohol test of **.040** or greater:
 - a. An alcohol confirmation test result indicating an alcohol concentration of **.040** or greater will result in removal from the safety sensitive position and termination.
 - b. At the termination interview, the employee will be given the name and number of PTS who will provide the name and address of a Substance Abuse Professional should the employee want to seek assistance. The cost will need to be covered by the employee.

- c. Upon return to duty to another safety-sensitive position, the employee is subject to unannounced follow-up drug testing for the period and at intervals scheduled by the SAP and MRO beyond the random drug testing also required by regulation - even though it would be a different employer.

D. Alcohol Tests of .020 to .039:

1. The following procedure will be followed in response to a confirmation alcohol test of **.029** through **.039**:
 - a. An alcohol confirmation test result indicating an alcohol concentration of **.020** through **.039** will result in suspension from the safety sensitive position for 24 hours without pay.
 - b. An alcohol test of less than **.020** will be required just prior to return to duty.
 - c. A second alcohol confirmation test result at any time over the next two-year period which indicates an alcohol concentration of **.020** through **.039** will result in suspension from the safety sensitive position for 24 hours without pay and referral to the Employee Assistance Program for a minimum of one session. Employee will cooperate by participating in the Session as soon as it is scheduled.
 - d. An alcohol test of less than **.020** will be required just prior to return to duty.
 2. A third confirmation test result at any time over the next two-year period which indicates an alcohol concentration of **.020** through **.039** will be subject to the same consequences as if the result was **.040** or greater and the following procedures will be followed:
 - a. The employee will be removed from his/her safety sensitive duties and terminated.
 - b. At the termination interview, the employee will be given the name and number of PTS who will provide the name and address of a Substance Abuse Professional should the employee want to seek assistance. The cost will need to be covered by the employee.
 - c. Upon return to duty to another safety-sensitive position, the employee is subject to unannounced follow-up drug testing for the period and at intervals scheduled by the SAP and MRO beyond the random drug testing also required by regulation - even though it would be a different employer.
- E.** If the employee refuses to submit to any alcohol test as set forth in II. B at any time over the next two-year period, the employee will be terminated from employment.

III. Cost of Testing:

A. The Employer shall pay for the cost of the alcohol and drug testing, except for the split drug test, which will be borne by the employee.

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