

## **GENERAL**

This Policy is promulgated by the St. Maries Joint School District No. 41 Board of Trustees toward the end of creating a drug-free school environment. Enhanced productivity, employee safety, and decreased health and accident costs are the intended products of this Policy. Moreover, because School District employees supervise and act as role models for the students of this District, this Policy is intended to promote and protect student health and safety.

All finalists for employment by St. Maries Joint School District No. 41 shall undergo a blood and/or urinalysis test to determine the presence of drugs or controlled substances in the applicant's system.

For Transportation Department applicants, such test shall be administered as part of the required pre-employment physical examination. All Transportation Department finalists who are recommended to the Board of Trustees for employment, without exception, shall be required to submit to the pre-employment physical as required.

A refusal by any finalist for employment to submit to a pre-employment drug testing shall constitute an automatic withdrawal of any further consideration of that finalist for employment by the District. The results of such examination shall be released directly to the District's Superintendent by the physician or other person conducting the examination. The District will pay for the cost of the examination.

The test will be administered by a person of the District's choice ("testing facility"), which person shall be qualified to perform the examination using testing methods that are technologically current and procedures that are legally adequate. All results will be kept confidential. These procedures will provide for the following:

1. Proper collection and storage of the sample and documentation of the chain of custody of a sample;
2. Application of the same or an alternative testing method to confirm results that show "positive" initially; and
3. The preservation of a specimen sample by the testing facility for use by the finalist.

When a positive test result is received by the District, the District reserves the right to:

1. Cease any and all contract negotiations between the District and the finalist;
2. Refuse to offer any future employment to the finalist;
3. Withdraw from consideration that individual's application for employment; and

4. Release any finalist from temporary employment.

These procedures as required by District policies shall adhere to all state and federal laws and the finalist may be given an opportunity to rebut or explain the results of a positive test.

Test results and other personally identifiable medical information received by the District as a result of the application of this procedure shall be treated as confidential and will only be disclosed in connection with and as required by the procedures and proceedings contemplated by this regulation.

A consent form will be signed by the applicant for employment acknowledging the finalist has read, understood, and agreed to all the provisions contained in the Pre-Employment Drug Test Policy, and that the finalist consents to be tested for the presence of drugs in the finalist's system as a pre-condition for employment with St. Maries Joint School District No. 41.

**CONSENT TO BE TESTED FOR DRUGS**

I, the below named applicant for employment, do hereby acknowledge that I have read, understand, and agree to all the provisions contained in the above titled PRE-EMPLOYMENT DRUG TESTING POLICY, and that I unconditionally consent to be tested for the presence of drugs in my system as a pre-condition for my employment by St. Maries Joint School District No. 41. All results will be kept confidential.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**Policy Cross Reference:**

**Legal Reference:**

**Policy History:**

Adopted:	03/13/2000
Reviewed:	04/19/2006
Amended:	05/08/2006
Reviewed:	03/10/2014
Amended:	03/10/2014