



"To Build Knowledge and Skills for Success Today and Tomorrow"

File: GBEB\*

## ALCOHOLISM, DRUG ABUSE AND EMOTIONAL DISORDERS

### Policy Statement

Meade School District 46-1 recognizes chemical abuse and dependency and emotional problems as illnesses which may interfere with an employee's performance.

Although the District's primary concern is job performance, it is recognized that employees experiencing chemical or emotional problems which interfere with job performance need aid in efforts toward recovery. It is intended that such problems be recognized and dealt with in a corrective manner. While treatment costs are the responsibility of the individual employee, the use of earned sick leave is to be granted for necessary treatment.

The underlying concept is regard for the employee as an individual as well as a productive employee.

Although inadequate job performance may place an employee's job security in jeopardy, the District's initial effort with regard to the aforementioned health problems will be directed towards recognition and treatment of such problems.

### Recognition of Chemical/Emotional Problems by Administrator/Supervisor

It shall be the responsibility of the immediate supervisor to be alert to employee job performance which is being affected by chemical or emotional problems. When such a problem is considered to exist, a conference between the supervisor and employee is to be arranged.

### Follow-up

If job performance continues to be unsatisfactory, the supervisor shall again meet in conference with the employee to seek satisfactory resolution. If satisfactory job performance cannot be achieved, the supervisor shall review the situation with the superintendent regarding his/her suspension/dismissal proceeding.

The superintendent is responsible for the implementation of the program which effectively achieves the goals of this policy.

Reviewed January 8, 2008  
Adopted March 16, 1982