

## NONINSTRUCTIONAL OPERATIONS AND BUSINESS SERVICES

### Series 700

#### POLICY TITLE TRANSPORTATION DRUG AND ALCOHOL TESTING PROGRAM No. 711.3

Transportation personnel who operate school vehicles are subject to drug and alcohol testing if a commercial driver's license is required to operate the school vehicle and the school vehicle transports sixteen (16) or more persons including the driver or the school vehicle weighs twenty six thousand one (26,001) pounds or more. For purposes of the drug and alcohol-testing program, "employees" include applicants who have been offered a position to operate a school vehicle.

The transportation personnel operating a school vehicle as described above are subject to pre-employment, random, reasonable suspicion, post-accident, return-to-duty and follow-up drug and alcohol testing. The transportation personnel operating school vehicles shall not perform a safety sensitive function within four hours of using alcohol. The employees governed by this policy shall be subject to the drug and alcohol-testing program beginning the first day they operate or are offered a position to operate school vehicles and continue to be subject to the drug and alcohol-testing program as long as they may be required to perform a safety-sensitive function as it is defined in the administrative regulations. Transportation personnel with questions about the drug and alcohol-testing program may contact the district's transportation vendor - Student Transportation of America (STA), Johnston Community SD at 6350 Northwest Beaver, Johnston, IA 50131 or at 515-278-8149.

Transportation personnel who violate the terms of this policy may be subject to discipline up to and including termination. Transportation personnel who violate this policy bear the personal and financial responsibility, as a condition of continued employment, to successfully participate in a substance abuse evaluation and a substance abuse treatment program recommended by the substance abuse professional. Transportation personnel who fail to or refuse to successfully participate in a substance abuse evaluation or recommended substance abuse treatment program may be subject to discipline up to and including termination.

The transportation vendor will inform applicants of the requirement for drug and alcohol testing in notices or advertisements for employment.

The transportation vendor shall also be responsible for publication and dissemination of this policy and its supporting administrative regulations to the employees operating school vehicles. The transportation vendor shall notify the driver for testing. The transportation vendor shall also oversee a substance-free awareness program to educate employees about the dangers of substance abuse and to notify them of available substance abuse treatment resources and programs. The notice and acknowledgement will be in "substantially the form as set forth in the exhibits."

It is the responsibility of the Director of Human Resources to develop administrative regulations to implement this policy in compliance with the law.

IASB Drug and Alcohol Testing Program (IDATP) Web site:

<http://www.ia-sb.org/MemberBenefits.aspx?id=304>

Legal Reference: American Trucking Association, Inc., v. Federal Highway Administration,  
51 Fed. 3<sup>rd</sup> 405 Cir. (4<sup>th</sup> 1995).  
49 U.S.C. §§ 5331 et seq.  
42 U.S.C. §§ 12101.  
41 U.S.C. §§ 81.  
49 C.F.R. Pt. 40; 382; 391.  
34 C.F.R. Pt. 85.  
Local 301, Internat'l Assoc. of Fire Fighters, AFL-CIO, and City of  
Burlington, PERB No. 3876 (3-26-91).  
Iowa Code §§ 124; 279.8; 321.375(2); 730.5.

Cross Reference: 403.5 Substance-Free Workplace  
409.2 Licensed Employee Personal Illness Leave

Date Approved: August 28, 2006

Last Date Reviewed: January 23, 2023

Last Date Revised: January 23, 2023