

All Personnel

Employee Assistance

The Board of Education recognizes that District employees may have personal problems which can have detrimental effects upon job performance and student safety. Many personal problems are easier to resolve when they are addressed early, before they reach disabling proportions. The Board encourages employees to seek help when such problems exist and to take advantage of the resources that are available to assist them.

Employees shall have confidential access to information about community resources that address personal problems. This information shall be available on a voluntary basis to all employees, spouses and dependents. (cf. 4020 - Drug and Alcohol-Free Workplace)

Management and supervisory staff shall be knowledgeable about resources available to assist employees. When there are indications of declining performance, attendance problems, or on-the-job behavioral problems, supervisors shall consult with the Superintendent or designee to explore the resolution of such problems.

Accessing such assistance will not jeopardize the employee's employment or career advancement nor will it protect the employee from disciplinary action for substandard job performance. (cf. 2230 - Representative and Deliberative Groups) (cf. 4115/4215/4315 - Evaluation/Supervision) (cf. 4118 - Suspension/Disciplinary Action) (cf. 4161/4261/4361 - Leaves) (cf. 4161.1/4261.1/4361.1 - Personal Illness and Injury Leave) (cf. 4218 - Dismissal/Suspension/ Disciplinary Action)

Legal Reference:

EDUCATION CODE

- 35160 Authority of Governing Board
- 35160.1 Broad authority of school Districts
- 44962 Leave of absence for certificated employees
- 44964 Power to grant leaves of absence for accident, illness or quarantine
- 45190-45209 Resignations and leaves of absence for classified employees

GOVERNMENT CODE

- 8355 Certification to contracting or granting agency; requisites

DRUG-FREE WORKPLACE ACT OF 1988

Public Law 100-690, 5151-5160

DRUG-FREE SCHOOLS AND COMMUNITIES ACT AMENDMENT OF 1989

H.R. 3614

AMERICANS WITH DISABILITIES ACT

42 U.S.C. 12101 et seq.

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California

Adopted: (7-88 11-93) 6-06