

# ALLENTOWN SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: DRUG-FREE WORKPLACE

ADOPTED: 12/21/89

REVISED: 5/27/99

	551. DRUG-FREE WORKPLACE
1. Purpose	<p>The school district is involved in the performance of federal contracts or it is the recipient of federal grants. It is committed to maintaining a drug-free workplace as required by the Drug-Free Workplace Act of 1988. To meet that commitment, it establishes these standards for its employees:</p> <ol style="list-style-type: none"> <li>1. The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited at each and every district facility. A list of these facilities is included in this policy. Employees who violate this rule will be subject to immediate termination or to discipline up to and including immediate termination and referral for prosecution.</li> <li>2. It is a condition of employment that employees abide by the provisions of this policy statement and notify the Assistant Superintendent, Human Resources and Operations, of any criminal drug statute conviction for a violation occurring in the workplace within five (5) days after the conviction.</li> <li>3. The district shall notify any federal grant or contracting agency of the employee's conviction within ten (10) days after receiving notice from the employee of her/his conviction.</li> <li>4. Employees so convicted shall face discipline up to and including discharge and referral for prosecution, within thirty (30) days of the district receiving notice of the conviction.</li> <li>5. The district's drug-free awareness program informs employees about the dangers of drug abuse in the workplace and about available drug counseling, rehabilitation, and employee assistance programs.</li> </ol> <p>A copy of this policy statement shall be given to all employees engaged in the performance of a federal grant or contract.</p>

Schools and Other Facilities Subject to the Policy:

HIGH SCHOOLS

Allen High School  
17th and Turner Streets  
Allentown, PA 18104

Dieruff High School  
East Washington and Irving Streets  
Allentown, PA 18103

MIDDLE SCHOOLS

Harrison-Morton Middle School  
Second and Turner Streets  
Allentown, PA 18102

Raub Middle School  
St. Cloud and Walnut Streets  
Allentown, PA 18104

South Mountain Middle School  
West Emaus Avenue & South Church Street  
Allentown, PA 18103

Trexler Middle School  
15th and Greenleaf Streets  
Allentown, PA 18102

ELEMENTARY SCHOOLS

Central Elementary School  
Turner and Lumber Streets  
Allentown, PA 18102

Cleveland Elementary School  
424 North Ninth Street  
Allentown, PA 18102

Dodd Elementary School  
Mohawk & South Church Streets  
Allentown, PA 18103

	<p>Jackson Elementary School 15th and Early Streets Allentown, PA 18102</p> <p>Jefferson Elementary School Eighth and St. John Streets Allentown, PA 18103</p> <p>Lehigh Parkway Elementary School 1708-20 Coronado Street Allentown, PA 18103</p> <p>Lincoln Elementary School 14th and Walnut Streets Allentown, PA 18102</p> <p>McKinley Elementary School 1124 Turner Street Allentown, PA 18102</p> <p>Midway Manor Elementary School Tacoma and East Pennsylvania Streets Allentown, PA 18103</p> <p>Mosser Elementary School Dauphin and East Union Streets Allentown, PA 18103</p> <p>Muhlenberg Elementary School 21st and Washington Streets Allentown, PA 18104</p> <p>Ritter Elementary School Plymouth and East Washington Streets Allentown, PA 18103</p> <p>Roosevelt Elementary School Second and Susquehanna Streets Allentown, PA 18103</p> <p>Sheridan Elementary School Second and Liberty Streets Allentown, PA 18102</p>
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Union Terrace Elementary School  
Union Street, West of 19th Street  
Allentown, PA 18104

Washington Elementary School  
Ninth and Washington Streets  
Allentown, PA 18102

Wilson Elementary School  
West Emaus Avenue and South Third Street  
Allentown, PA 18103

OTHER FACILITIES

Administration Center  
31 South Penn Street, P.O. Box 328  
Allentown, PA 18105

Maintenance Warehouse  
1301 Sumner Avenue  
Allentown, PA 18102

School Supply Warehouse  
1233 Roth Avenue  
Allentown, PA 18102

Media Center  
1249 Roth Avenue  
Allentown, PA 18102

Field House/Stadium  
22nd and Linden Streets  
Allentown, PA 18104

VISTA I  
720 North Sixth Street, 2nd Floor  
Allentown, PA 18102

VISTA II  
641 North Seventh Street  
Allentown, PA 18102

Trexler House  
15th and Greenleaf Streets  
Allentown, PA 18102

Allentown Main Public Library  
1210 Hamilton Street  
Allentown, PA 18102

South Branch Library  
601 West Emaus Avenue  
Allentown, PA 18103