

**ADMINISTRATIVE POLICIES OF THE  
MILWAUKEE PUBLIC SCHOOLS**

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**ADMINISTRATIVE POLICY 6.13**  
**DRUG AND ALCOHOL TESTING**

(1) In recognition of the devastating impact that drug and alcohol abuse has on society as a whole, and the potential negative impact it can have on the education of students, the Milwaukee Public Schools shares a vital interest with the public in providing a safe, drug- and alcohol-free educational environment for its students and a safe, drug- and alcohol-free working environment for its employees. To ensure a safe learning environment and workplace, and to comply with Department of Transportation regulations and the Drug-Free Workplace Act, the following shall be adhered to with respect to drug and alcohol testing for all job applicants and current employees.

(2) The drug and alcohol policy applies to all full- and part-time employees of the Board. All employees shall be subject to drug and alcohol testing on a random or reasonable-suspicion basis in accordance with applicable procedures.

(3) Any employee who operates a commercial motor vehicle — including a full-time, a casual, or an intermittent or occasional driver — is subject to the commercial driver’s license (CDL) requirement.

(4) All job applicants, prior to the appointment to either a full- or part-time position, shall submit to a drug test.

(5) Under this policy, the following conduct by employees is prohibited:

- (a) reporting to work impaired by, or under the influence of, alcohol or drugs during working hours, whether due to on- or off-duty conduct;
- (b) engaging in the use, sale, manufacture, or possession of illegal drugs;
- (c) engaging in the use, sale, manufacture, or possession of alcohol on Board premises;
- (d) refusing and failing to submit to a drug-and-alcohol test as required.

(6) Any employee who violates this policy shall be disciplined, up to and including dismissal in accordance with the provisions of the MPS Employee Handbook.

(7) All district employees shall be informed of this policy, the dangers of drug and alcohol abuse, the district’s employee assistance program, and the penalties that may be imposed upon employees for violations of the policy.

**History:** Adopted 8-23-95; Revised 9-18-14  
**Cross Ref.:** Admin. Policy 6.10 Employee Assistance Program  
6.12 Drug-Free Workplace

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