

**All Personnel**

BP 4159(a)

4259

**EMPLOYEE ASSISTANCE PROGRAMS**

4359

The Board of Trustees recognizes that school district employees may have problems which can have detrimental effects upon job performance and student safety. 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 the district's employee assistance program. This information shall be available to all employees and their spouses and dependents.

*(cf. 3513.3 - Tobacco-Free Schools)*  
*(cf. 4020 - Drug and Alcohol-Free Workplace)*  
*(cf. 5131.62 - Tobacco)*

Management and supervisory staff shall be knowledgeable about the district's employee assistance program and may counsel employees about the program, as appropriate.

Participation in the assistance program shall not jeopardize an employee's employment or career advancement, nor will it protect the employee from disciplinary action for substandard job performance.

*(cf. 4032 - Reasonable Accommodation)*  
*(cf. 4115 - Evaluation/Supervision)*  
*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*  
*(cf. 4161/4261/4361 - Leaves)*  
*(cf. 4161.1/4261.1/4361.1 - Personal Illness/Injury Leave)*  
*(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)*  
*(cf. 4161.9/4261.9/4361.9 - Catastrophic Leave Program)*  
*(cf. 4215 - Evaluation/Supervision)*  
*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*  
*(cf. 4261.1 - Personal Illness/Injury Leave)*  
*(cf. 4315 - Evaluation/Supervision)*  
*(cf. 4261.1 - Personal Illness/Injury Leave)*

*Legal Reference: (see next page)*

**EMPLOYEE ASSISTANCE PROGRAMS** (continued)

*Legal Reference:*

EDUCATION CODE

35160 Authority of governing board

35160.1 Broad authority of school districts

44962 Leaves 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

HEALTH AND SAFETY CODE

104420 Providing information re: smoking cessation program

UNITED STATES CODE, TITLE 41

8101-8106 Drug-Free Workplace Act