



Superintendent Policy
SP 4359
Personnel
July 6, 2021

EMPLOYEE ASSISTANCE PROGRAMS

The Santa Cruz County Superintendent of Schools (County Superintendent) recognizes that Santa Cruz County Office of Education (Santa Cruz COE) employees may have problems which can have detrimental effects upon job performance and student safety. The County Superintendent 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.

Management and supervisory staff shall be knowledgeable about the Santa Cruz COE'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.

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
SP 4359

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