

Alcohol/Drug/Tobacco Violations Drug Testing Procedures

I. Specific Code for Extra-curricular/Interscholastic Activities Participants

Alcohol/Drug Violators

Voluntary Student Admission: With the intent of encouraging participants who are using drugs to participate in drug treatment programs, Morrow County School District supports students who voluntarily admit that they use/abuse illegal drugs. If a student voluntarily admits to a coach, advisor, athletic director, or administration that they have a drug problem at least 24 hours prior to any drug testing window or prior to being called into the principal's office during an incident investigation, the following discipline will be administered:

First Voluntary Admission: For the first voluntary admission the student will be given the option of: A short suspension (10 days and 1 contest whichever is greater) (defined below) from the date of the admission, a good faith participation in a State certified drug and alcohol assistance program at the student's /parent's expense, for eight weeks (regardless of whether or not the season ends prior to the eight weeks); or

Suspension from the program for the remainder of the current season and the next season of participation 9 weeks of contests (for non-athletic participants, a season is equal to 1 academic quarter).

If the student elects the option of participating in the drug assistance program, the student will continue to practice/participate with the team/group, but not participate in any game/event during the suspension. The minimum length of the suspension shall be for 10 days, or one contest, whichever is longer, which will carry over to the next season of participation if the schedule ends before the 10 days punishment period has elapsed. If the first session of the drug assistance program has not occurred at the end of 10 days the punishment period, the student will be suspended from practice/involvement and participation in games/events* until he/she has attended at least one session. Continued participation will be contingent on the student missing no session of the drug testing treatment program.

*events for non-athletic participants include, but are not limited to: concerts, performances, formal ASB duties and privileges, out-of-school club activities and trips, or any other club or organizational event deemed appropriate by the administration.

Second Voluntary Admission: For the second voluntary admission, discipline will be handled according to the first offense. ~~Under 9.1.1-~~ Repeat admissions will be dealt with under subsection. 9.2 and 9.3.

First Offense: Students determined to be in violation of this policy by use, possession or active involvement with unlawful drugs or alcohol, as determined by self-admission, citation/conviction, school personnel affidavit or positive drug test, will be subject to an immediate suspension of at least 2 3 weeks (44 21 calendar days) and/or 2 contest days, whichever is greater. The suspension will begin as soon as the school becomes aware of the violation. The total actual time of the suspension from activities will be determined as follows:

1. Student chooses to undergo voluntary assessment and a plan of action: the student will continue to practice, but will not play in any contests during this period of suspension.

Assessment is a process by which information is gathered about attitudes and behaviors which may be symptomatic of chemical dependency. Assessment is to be performed by any licensed assessment provider. The result of assessment must be submitted to the administration. Students who choose voluntary assessment must follow the recommendation of the outcome of the assessment. Documentation of satisfactory progress must be provided to the administration by the treating agency. Upon receiving this documentation, the administration will make the determination whether the student will remain in participation in the activity.

A plan of action will be developed by the administration to assist the student in correcting the offense. This plan will consist of, but is not limited to, three assignments to the student:

- a. Additional academic work;
- b. School service work;
- c. A student contract

The plan will focus on individual needs of each student and thus, is not expected to be the same for all students. Students choosing the plan of action must complete and adhere to all components of the plan.

If the administration determines that the student will be reinstated to full participation in the activity, the student will be reinstated to the same team (Varsity, JV, etc.), and have full opportunity to plan on that team by earning his/her way back through hard work and a positive attitude. The student is not expected to be reinstated to a starting position, but he/she must have the opportunity to earn it back.

2. Student chooses not to undergo voluntary assessment: The student will be suspended for the remainder of the activity season and will lost letter and will lose privileges of the activity;
3. In both #1 and #2 above, the administration may extend the suspension from one activity season into the next, if either the assessment results or the number of contests affected are considered unsatisfactory;
4. This policy will be applied throughout the calendar year, regardless of school dates. Any suspension and recommended corrective actions will be applied form one school year into the next.

Second Offense: For the second offense in the student's junior or senior high school career, the student will be suspended from the co-curricular program for 9 weeks of contests. For the non-athletic programs this would be for 9 weeks.

~~Any subsequent~~ **Third offense:** Immediate and full suspension from the activity program for a period of one calendar year. A student may participate in a voluntary assessment program acceptable to the district and at parent expense. The district as an alternative to discipline or to mitigate disciplinary action taken may consider successful completion of the program. ~~If the subsequent offense is more than three years after the initial offense, a suspension from the activity program for the remainder of the activity season, or for a period of not fewer than nine weeks, whichever is greater, will be applied in place of he one year suspension.~~

Fourth Offense: For the fourth offense, in the student's jr/sr high school career, the student will be suspended from co-curricular participation for the remainder of the athlete's jr/sr high school career. A student pay participate in a voluntary assessment program acceptable to the district and at parent expense. The district as an alternative to discipline or to mitigate disciplinary action taken may consider successful completion of the program.

Tobacco Violations

First Offense: Students determined to be in violation of this policy by use or possession of tobacco will be subject to an immediate suspension of at least two weeks (14 calendar days) and/or two contest days, whichever is greater. The suspension will begin as soon as the school becomes aware of the violation.

The total actual time of the suspension from activities will be determined by the administration. Voluntary assessment may be considered as a means of minimizing the suspension. The use of voluntary assessment will be at the discretion of the building principal.

Second or subsequent offense: Immediate and full suspension from the activity program for the remainder of the activity season, or for a period or not fewer than nine weeks (whichever is greater), and mandatory follow-up session(s) with a qualified assessment counselor. Reinstatement of the student into other activity programs is contingent upon the student complying with the recommendations of the assessment person.

Upon receiving this documentation, the administration will make the determination whether the student will return to participation in the activity.

II. Specific Code for Co-curricular Club and Organization Participants, Grades 6-12

Student clubs and activity organizations such as band, choir, rally, dance, Future Farmers of America, Associated Student Body, National Honor Society, etc., and athletic teams may establish rules of conduct – and consequences for misconduct for participant – that are stricter than those for students in general. If a violation is also a violation of the Student Code of Conduct, the consequences specified by the district shall apply in addition to any consequences specified by the organization.

Alcohol/Drug Violations

Students involved with clubs and organizations must not use, possess or be actively involved with unlawful drugs or alcohol.

First Offense: Students determined to be in violation of this policy by use, possession or active involvement with unlawful drugs or alcohol will be subject to an immediate suspension from participation in the club/organization for at least 2 weeks (14 calendar days). Students cannot participate in any formal role during that two-week period. The suspension will begin as soon as the school becomes aware of the violation. The total actual time of the suspension from the activities will be as follows:

1. Student chooses to undergo voluntary assessment and plan of action*: The student will continue to participate, but will have no formal role in any events during this period of suspension.

**Assessment is a process by which information is gathered about attitudes and behaviors which may be symptomatic of chemical dependency. Assessment is to be performed by any licensed assessment provider. The result of assessment must be submitted to the administration. Students who choose voluntary assessment must follow the recommendation for the outcome of the assessment. Documentation of satisfactory progress must be provided to the administration by the treating agency. Upon receiving this documentation, the administration will make the determination whether the student will remain in participation in the activity.*

A plan of action will be developed by the administration to assist the student in correcting the offense. This plan will consist of, but is not limited to, three assignments to the student:

- a. Additional academic work;
- b. School service work;
- c. A student contract

The plan will focus on individual needs of each student; this may not be the same for all students. Students choosing the plan of action must complete and adhere to all components of the plan.

If the administration determined that the student will be reinstated to full participation in the activity, the student will be reinstated to the same club/organization and have full opportunity to participate in the organizations by earning his/her way with positive attitude.

2. Student chooses not to undergo voluntary assessment*: The student will be suspended from participation in the club/organization for the remainder of the year;
3. In both #1 and #2 above, the administration may extend the suspension if the assessment results are considered unsatisfactory;
4. This policy will be applied throughout the calendar year, regardless of school dates. Any suspension and recommended corrective actions will be applied from one school year into the next.

Any subsequent offense: Immediate and full suspension from club/organization participation for a period of one calendar year. A student may participate in a voluntary assessment program acceptable to the district and at parent expense. The district as an alternative to discipline or to mitigate disciplinary action may consider successful completion of the program. ~~If the subsequent offense is more than three~~

~~years after the initial offense, a suspension from the club/organization for a period of not fewer than nine weeks, will be applied in place of the one year suspension.~~

Tobacco Violations

Students involved with clubs and organizations must not use, possess or distribute tobacco.

First Offense: Students determined to be in violation of this policy by use, possession or distribution of tobacco will be subject to an immediate suspension from participation in the club/organization of at least 2 weeks (14 calendar days). Students cannot participate in any formal role during that two-week period. The suspension will begin as soon as the school becomes aware of the violation. The total actual time of the suspension from the activities will be determined by the administration.

Second or subsequent offense: Immediate and full suspension from the club/organization for a period of not fewer than nine weeks, and mandatory session(s) with a qualified assessment counselor. Reinstatement of the student into the club/organization is contingent upon the student complying with the recommendations of the assessment person. Upon receiving this documentation, the administration will make the determination whether the student will return to participation in the activity.

Co-Curricular Drug Testing

DEFINITIONS

Drug: Any substance considered illegal by Oregon Statute or which is controlled by the Food and Drug Administration.

Co-curricular Participant: Any student participating in co-curricular programs sponsored by Morrow County School District, including but not limited to co-curricular athletics, extra-curricular clubs and organizations sponsored by the school, and student body organizations including student council.

Season: Fall, winter, and spring athletic and cheerleader seasons begin on the first day of practice and end the day prior to the next season as determined by the Oregon School Athletics Association. For other co-curricular activities a season will be an academic quarter.

Positive Test: The presence of any level of illegal drugs other than prescription medications. (See Procedures 4.0)

PROCEDURES:

Rules related to this policy will be made available in writing as a part of the registration process. The rules will be reviewed with students ~~at the beginning of each school year, by the coach/advisor at the beginning of each sport season/activity in which the student participates~~ An "Authorization to Test for Drugs" Agreement will be signed by each student and his/her parent/guardian before the student will be allowed to participate in any co-curricular activity. The policy will be in effect the entire school year the student is enrolled at a Morrow County School District jr/sr high school and will govern the conduct of the co-curricular participant. Consequences for violations during the spring will continue into the next year.

1.0 Consent

Each student involved in any co-curricular program(s) will be required to provide a signed consent form prior to joining the program. Both student and parent/guardian signatures are required.

2.0 Non-punitive Nature of Policy

Students will not be penalized academically for testing positive for illegal drugs under this policy; nor will co-curricular drug tests be documented in any student's academic records. The information gathered under this policy will only be disclosed to criminal or juvenile authorities in order to comply with lawful court orders or subpoenas. In the event of such legal compulsion, the District will notify parents/guardians at least 72 hours prior to releasing information.

3.0 Testing Rules

- 3.1 All co-curricular participants may be tested at the beginning of any season at the discretion of the superintendent.
- 3.2 Additionally, random testing will be conducted throughout the school year at the superintendent's discretion.
 - 3.2.1. A minimum of 5% and a maximum of 100% of co-curricular participants will be tested at each test period as determined by the superintendent.
 - 3.2.2. Once the "Authorization to Test for Drugs" Agreement is signed the student is eligible for random testing whether or not he/she is at that time participating in a co-curricular activity.

4.0 Procedures for Testing

- 4.1 Selection for testing will be by random procedures from a pool of all students who have signed the "Authorization to Test for Drugs" Agreement. The superintendent will take due precautions to ensure the integrity and confidentiality of the selection process. No individual involved in the selection process will be able to identify students or to determine the selection of a particular student for testing.
- 4.2 The jr/sr high school principal will be notified on the day students are selected for testing and will arrange for samples to be taken the same day. If a student is absent on a testing day an alternate will be tested. The absent student will be required to provide a sample at the nearest approved collection site within 24 hours upon return to school. ~~become a part of the group the next time a random test is done.~~ Any student unable to provide a sample will be expected to remain at the collection area until a specimen is obtained. Those selected for testing will be given the option of doing so in private.
- 4.3 Students who refuse a sample will be considered to have tested positive and will be subject to the procedures listed under section 9.0.

5.0 Prescription Medications

Students on prescription medications may provide a copy of the prescription or a physician's written verification to the testing facility school personnel within 24 hours of the time a sample is collected. Any information provided in this manner will be sealed in an envelope and forwarded to the testing lab with instructions to consider the medication in processing the sample. Prescriptions or doctor's verifications will not be reviewed by school officials. And may be presented in sealed envelopes. Students who do not provide verification and test positive will be subject to the measures specified under section 8.0 and 9.0 of these procedures. If a positive result is obtained, a "lab review" will be conducted to insure that prescription medications are not interfering with positive results. The legal guardian will be contacted by the laboratory to confirm possible prescription medications. Such information will not be provided to Morrow County School District.

6.0 Scope of Tests and Confidentiality of Results

- 6.1 All specimens will be collected and tested by a State-certified laboratory. Specimens may be collected at a local certified collection site for make-up or follow-up testing needs. Chain of custody procedures, as recommended by the laboratory, will be followed.
- 6.2 Screening tests will test for common illegal drugs of abuse. The superintendent shall decide prior to selection of students which illegal drugs shall be screened. Samples will not be screened for the presence of any substance other than an illegal drug or for the existence of any physical condition other than drug intoxication.
- 6.3 Test results will be communicated only to the superintendent or the superintendent's designee and principal. Individual test information will be treated confidentially.

7.0 ~~Voluntary Student Admission~~

~~With the intent of encouraging participants who are using drugs to participate in drug treatment programs, Morrow County School District supports students who voluntarily admit that they use/abuse illegal drugs. If a student voluntarily admits to a coach, advisor, athletic director, or administration that they have a drug problem at least 24 hours prior to any drug testing window the following discipline will be administered. If a student has had a previous alcohol or non-voluntary drug violation, they will be dealt with under section 9.0.~~

7.1—First Voluntary Admission

7.1.1—For the first voluntary admission the student will be given the option of a short suspension (defined below), a good faith participation in a State certified drug and alcohol assistance program at the student's/parent's expense, and submission to bi-weekly drug testing for eight weeks (regardless of whether or not the season ends prior to the eight weeks) or suspension from the program for the remainder of the current season and the next season of participation (for non athletic participants, a season is equal to 1 academic quarter).

If the student elects the option of participating in a drug assistance program, the student will continue to practice/participate with the team/group, but not participate in any game/events during the suspension. The minimum length of the suspension shall be for 10 days, which will carry over to the next season of participation if the schedule ends before the 10 days have elapsed. If the first session of the drug assistance program has not occurred at the end of 10 days, the student will be suspended from practice/involvement and participation in games/events* until he/she has attended at least one session. Continued participation will be contingent on the student missing no session of the drug testing program.

*events for non athletic participants include, but are not limited to: concerts, performances, formal ASB duties and privileges, out of school club activities and trips, or any other club or organizational event deemed appropriate by the administration.

7.2—Second Voluntary Admission

7.2.1—For the second voluntary admission, discipline will be handled according to the first offense under 9.1.1. Repeat admissions will be dealt with under subsection 9.2 and 9.3.

8.0 Positive Results

Whenever a participant's results indicate the presence of drugs (positive test), a meeting will be scheduled with the student, the parent's or guardian and the building principal.

9.0—Discipline

Due process procedures will be followed for all discipline arising from violation of the district's policy. Positive alcohol or drug violations will be cumulative and dealt with under the policy in which they fall. For example, if a student accumulated an alcohol violation and then tested positive for drug use, the student would fall under the "Second Positive Result" as found in section 9.2 of this policy:

9.1—First Positive Result

9.1.1—For the first positive test the student will be given the option of a short suspension (defined below) a good faith participation in a State certified drug and alcohol assistance program at the student's/parents expense, and submission to bi weekly drug testing for eight weeks (regardless of whether or not the season ends prior to the eight weeks) or suspension from the program for the remainder of the current season and the next season of participation.

If the student elects the option of participating in a drug assistance program, the student will continue to practice/participate with the team/group, but not participate in any game/events* during the suspension. The minimum length of the suspension shall be for three weeks (21 days), which will carry over to the next season of participation if the schedule ends before the three weeks have elapsed. If the first session of the drug assistance program has not occurred at the end of the three weeks, the student will be suspended from practice and participation in games/events* until he/she has attended at least one session. Continued participation will be contingent on the student missing no session of the drug testing program.

~~*events for non-athletic participants include, but are not limited to: concerts, performances, formal ASB duties and privileges, out of school club activities and trips, or any other club or organizational event deemed appropriate by administration.~~

~~9.2 Second Positive Result~~

~~9.2.1. For the second positive test in the student's jr/sr high school career, the student will be suspended from the co-curricular program for the remainder of the current season and the next season in which the student participates (for non-athletic participants, a season is equal to 1 academic quarter.~~

~~9.3 Third Positive Result~~

~~9.3.1. For the third positive test in a student's jr/sr high school career, the student will be suspended from co-curricular participation for the remainder of the athlete's jr/sr high school career.~~

Morrow County School District

JFCIA-FORM
1st Reading: 11/08/04
Adoption: 11/23/04
1st Rdg Revision – 5/8/06

Authorization to Test for Drugs

I understand that my performance in co-curricular activities and the reputation of my school are dependent, in part, on my conduct as an individual. I hereby agree to accept and abide by the standards, rules, and regulations set forth by the Morrow County School District Board of Directors.

I also authorize Morrow County School District to conduct a test on a urine specimen which I provide to test for drugs and/or alcohol use. I also authorize the release of information concerning the results of such test to Morrow County School District and to the parents and/or guardians of the student. I understand that once this authorization is signed, I am eligible for drug testing for the remainder of the school year whether or not I am at that time participating in a co-curricular activity.

This shall be deemed a consent pursuant to the Family Education Right to Privacy Act for the release of the above information to the parties named above. In the event my child is selected for testing and is taking prescription medication, I give my consent for any medical provider to release information regarding any prescription drugs to the testing laboratory and Morrow County School District for the purpose of complying with this policy.

I have received a copy of this release. I have read and understand the District's policy and related procedures for drug testing and consent to such testing.

Student Name (Please Print): _____

Student Signature

Date

Parent/Guardian Signature

Date