

Bloomfield-Mespo Local School District

Administrative Handbook

Random Drug Testing of Students Grades 7-12

Adoption Date: 11-16-2017

**BOARD OF EDUCATION
BLOOMFIELD-MESPO LOCAL SCHOOLS**

5533 - RANDOM DRUG TESTING OF STUDENTS

The Board of Education of Bloomfield-Mespo Local School District recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the whole school community. The Board takes its responsibilities regarding this problem seriously and is determined to act in a proactive manner regarding the use of drugs and/or alcohol by students.

To that end, the Board reserves the right to implement a program of deterrence that would be instituted as a proactive approach to a truly drug free school. The purpose of a program would be:

- A. to provide for the health of all student participants in extracurricular activities;
- B. to undermine the effects of peer pressure, by providing a legitimate reason for student athletes to refuse to use illegal drugs; and
- C. to encourage student athletes who use drugs to participate in drug treatment programs.

The Superintendent shall develop rules, regulations and guidelines regarding the drug testing of students that are consistent with the stated purpose of the testing program described in this policy. The students to which this testing program shall apply are all students who wish to participate in the interscholastic athletic program of the high school, as well as those students securing a parking permit.

Following the initial test, the administrative guidelines shall establish a process for random drug testing of all students in the testing pool, or may be tested. The random urine drug testing period shall be a testing cycle of twelve (12) months beginning August 1st of each year.

Students involved in extracurricular activities need to be exemplary in the eyes of the community and other students. The drug testing and education policy is designed to create a safe, drug free environment for students and assist them in getting help when needed. Although, the student risks the loss of continued participation as a result of a certified “positive” test conducted by his/her school under this program.

The program does not affect the current policies, practices, or rights of the district regarding student drug and/or alcohol possession or use, where reasonable suspicion by means other than drug testing through this policy.

The drug testing guidelines shall include a clear statement that disciplinary sanctions, up to and including denial of participation indefinitely, will be imposed on students who violate the school standards of conduct and a description of those sanctions; the sanctions may include, together with punitive action, voluntary referral to appropriate persons or agencies for screening and assessment. Such referral may only be made to qualified and properly licensed individuals or programs.

The drug testing guidelines shall require that parents/guardians and students be given a copy of the standards of conduct regarding the unlawful possession, use or distribution of illicit drugs and alcohol by students as well as a copy of the drug testing guidelines of this policy.

The notification to parents and students shall clearly advise them that compliance with the standards of conduct and drug and alcohol testing are mandatory for those students to which this policy and the guidelines apply.

There shall be a biennial review of the drug testing program to determine its effectiveness and implement changes as needed and to ensure that disciplinary sanctions are consistently enforced.

A notice regarding the use of anabolic steroids shall be posted in each of the District's locker rooms used by students in grades 7-12.

Student athletes and their parents, or guardian, will be notified of these regulations at the beginning of each sport's season.

This policy will become effective at the beginning of the 2017-2018 school year.

Adopted: 5/18/2017

BLOOMFIELD-MESPO LOCAL SCHOOLS DRUG TESTING FOR STUDENT PARTICIPANTS

Overview

In addition to its curriculum, the district provides additional opportunities to its students including the ability to obtain parking privileges, to participate in interscholastic athletics, and to participate in extracurricular activities. These opportunities are privileges and are subject to regulation by the Board.

The Bloomfield-Mespo Local School Board of Education random drug testing procedure was developed to enhance the safety and welfare of the students by deterring student use of alcohol and illicit drugs. The procedure reflects the Board of Education and the community's strong commitment to establish a truly drug and alcohol free school environment.

Student participants who possess parking privileges, participate in extracurricular activities, or participate in interscholastic athletics are subject to random drug testing as defined by the Bloomfield-Mespo Schools policy on random drug testing. The policy complements the district's other policies on drugs and controlled substances.

This procedure is being implemented to accomplish the following goals:

- Providing for the safety of all student participants in the athletics and activities in which they participate;
- Providing for the safety of all student participants that drive to school;
- Providing for the safety of all students;
- Providing student participants the opportunity to become leaders in the student body for a drug/alcohol free school environment;
- Deterring the use of drugs/alcohol and providing support for students who test positive for drug use; and
- Understanding the effects of peer pressure by providing legitimate reasons for students to refuse to use alcohol and/or illicit drugs.

Procedures

All students in grade 7-12 who possess parking privileges, participate in extracurricular activities, and in interscholastic athletics are considered student participants and are subject to the District's random drug testing program.

Interscholastic Athletics are defined to include any person participating in the School's athletic program and/or contests under the control and jurisdiction of the Bloomfield-Mespo Schools and/or the Ohio High School Athletic Association (OHSAA). This procedure also includes cheerleaders.

Extracurricular Activities are defined to include: Drama, Musical, All Clubs, National Honor Society, English Festival, and Prep Bowl.

Parking privileges are defined to include being issued, maintaining, and using a parking permit from the School pursuant to the Parking Permit procedures.

Prior to obtaining parking privileges, participating in interscholastic athletics, or participating in extracurricular activities, a student participant and the student participant's parent/guardian/custodian shall read, sign, and return the district's Informed Consent Agreement. The agreement shall be binding while the student attends Bloomfield-Mespo Local Schools.

A student participant who does not return a signed agreement is prohibited from participating in any interscholastic athletics or extracurricular activities or obtaining parking privileges. Participating is defined broadly to include attending a tryout, attending a meeting, attending a practice, and participating and/or sitting with the team/club/organization at a game; practice; performance; rally; or ceremony.

Random Selection

The District identifies the High School Principal as the Designated Official to prepare and maintain an updated list of student participants and will submit that list to the Drug Testing vendor. To randomly select student participants, the vendor shall use a system designed to ensure student participants are selected in random. The system may include computer generated random numbers. A student participant may be tested more than once per year. Drug testing is unannounced and is to be randomly conducted. The day and dates are selected by the High School Principal and confirmed by the vendor.

Baseline/Team Testing

At the beginning of each season, all eligible student athletes will submit to urine drug and alcohol testing. This testing should be completed within the first few weeks of the season on a specified date and time. The collection process will take place on school property or at a Board of Education approved testing facility. The Head Coach is responsible for ensuring that all student athletes and their parent/guardian/custodian properly sign the Informed Consent Agreement prior to testing. Any student moving into the District shall be tested prior to the time he/she joins the team. Testing at the beginning of a season does not exclude the student athlete from the possibility of a random or reasonable suspicion drug and alcohol test.

Reasonable Suspicion Testing Guidelines

Reasonable suspicion testing occurs when the District has reasons to suspect a student participant may be in violation of this policy. A reasonable suspicion test may occur based on:

1. Observed behavior, such as director observation of drug or alcohol use, or possession, or physical symptoms of drug or alcohol abuse.

2. A pattern of abnormal conduct or erratic behavior.
3. Arrest or conviction for drug related offense.
4. Information provided either by credible source or independently corroborated regarding a student's substance or alcohol use; or
5. Evidence that the student being testing has tampered with a previous drug or alcohol test. Any observation used to support reasonable suspicion testing is documented in writing by the Principal/designee and maintained in the student's record.

Parent Request and "Opt" In Option

A parent/guardian may request in writing that their son/daughter be tested during the next scheduled random test date. The parents/guardians of non-participants may have their son/daughter placed in a random selection pool or request to have the student tested during the next scheduled random test date.

Refusing to Test

A student participant who refuses to be tested after being selected shall be treated as having received a positive result and will be subject to the consequences accordingly.

Self-Referrals

A student participant may give a once a year self-referral, which may be done only twice in 4 years. Self-referrals can only happen before a test is done. Counseling and additional testing are required and no other consequences are applicable.

Drugs for Which Students May Be Tested

A list of drugs for which a student participant may be tested for can be reviewed in the office of the High School Principal.

Confidentiality of Process

The drug test and the test's results are considered confidential to the extent required by law. Information will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid subpoena or other legal process. The results of drug tests conducted pursuant to this policy will not be documented in any student participant's academic records. Records of drug testing will be destroyed within thirty (30) days of graduation or student withdrawal from school. No student participants - testing positive for illegal drugs under this process - shall be penalized academically.

Vendor Requirements

The District shall select a vendor to carry out this procedure. The vendor shall be an independent company. The vendor will oversee the collection of urine specimens as outlined in this procedure and shall be responsible for maintaining a documented record of the urine specimen's chain of custody. The vendor will provide a Medical Review Officer (MRO) services by a licensed physician.

Collection Process

When a student participant is randomly selected, the High School Principal shall arrange for the student participant to report to the collection site. A urine specimen shall be collected as follows:

1. Student participant must have a picture ID or be identified by the High School Principal at the collection site.

2. The student participant will be signed in on the roster and given a corresponding number on the specimen cup.
3. Student participants may not bring any accessories (bags, backpacks, or purses), cups, containers, or drinks in the collection area. All outerwear, including coats, vests, jackets, sweaters, scarves, or baggy clothing must be removed before entering the collection site.
4. The drug testing area must be secured during testing.
5. Only the vendor's lab technicians, the High School Principal and the student participants may be present during the test collection.
6. Privacy must be ensured for all students participating in the process.
7. The student participant will be asked to wash his/her hands with soap and water and dry them or a hand sanitizer will be used.
8. The student participant will take his/her cup to the restroom.
9. The student participant will be asked to urinate directly into his/her cup. The lab technician may stand on the other side of the stall and/or restroom and listen for normal sounds of urination.
10. The student participant will cap the urine specimen in his/her cup and the lab technician will check the temperature of the urine specimen. The student participant is not to flush the toilet until directed by the lab technician. In the event a student participant flushes the toilet, he/she may be required to give a new urine specimen immediately.
11. The student participant may then rewash his/her hands.
12. The student participant will sign the urine specimen back in with the corresponding cup number.
13. The urine specimen will be screened with an immunoassay test.
14. Student participants, who are unable to produce a urine specimen within five (5) minutes of starting the test, will provide the approved saliva test.
15. If a student participant leaves the area, the test will be treated as a positive result.
16. If adulteration is suspected, a second urine specimen will be requested.
17. Any and all adulterations of the urine specimen sample will be considered as a positive result.
18. All negative screens will be reported and discarded.
19. Any non-negative screen will be poured into respective split containers and sent to the certified laboratory with the appropriate chain of custody filled out using the student's cup/roster number for identification. The chain of custody will be signed by the High School Principal.
20. This collection procedure is subject to change because of the vendor's procedural requirements. The school district reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the vendor. Changes in the procedures will be updated online on the district website to reflect any changes received by the vendor.

Reporting Results

The Medical Review Officer (MRO) will review all reports of positive drug tests. The MRO will review any positive test results as follows:

- Determine if any discrepancies have occurred in the chain of custody.
- If necessary, contact the parent/guardian/custodian to determine if the student participant is on any prescribed medication and if that medication resulted in the positive drug screen. Should a student participant be on medication, the student participant will be required to obtain a letter from a physician to document the student participant's medication.
- Determine if the urine specimen has been adulterated. If adulterated, the test will be considered "positive".

Based on the above, the MRO will certify the drug test results as positive or negative and report the certified results to the High School Principal.

Procedure in the Event of a Positive Result

In the event of a certified positive result, the High School Principal shall contact the Student Participant's parents/guardians/custodian. The Student Participant's parents/guardians/custodian may request that the Vendor have the split portion of the urine specimen tested at a different testing laboratory approved by the High School Principal. The request must be made in writing within three (3) days of the initial notification by the MRO. The Student Participant's parents/guardians/custodian is responsible for all costs associated with the second test. If the second test is also reported as positive or if a second test is not requested by the parents/guardians/custodian, a positive test will be declared.

Consequences of Positive Test Result

The interscholastic athletic student participant has two options as follows:

Option 1. The participant will be required to participate in a chemical dependency assessment and assistance program and follow the recommendations of the program. The participant must complete three negative bi-weekly drug tests. The cost of the chemical dependency assessment and assistance program will be the responsibility of the student participant or the student participant's parents/guardians/custodian.

Option 2. If the participant refuses Option 1, the participant is suspended from participation in athletics for the remainder of the current season and the participant's next athletic season. Reinstatement of the participant may occur following a meeting with the Superintendent. The meeting will focus on a mutually agreed upon contract for the participant to remain drug free.

Second positive test: Results in the automatic suspension of the participant for the current season and the participant's next athletic season.

Third positive test: Results in the automatic suspension of the participant for the remainder of the current season and the participant's next two athletic seasons.

Student driver consequences:

First positive test: The student driver shall be required to participate in a chemical dependency assessment and assistance program and follow the recommendations of the program. All costs of the chemical dependency assessment and assistance program are the responsibility of the student driver. The student driver shall forfeit their parking and driving privileges until the assessment and assistance program is completed. Failure to comply with the professional assessment and assistance program will result in the denial of driving privileges for the remainder of the school year.

Second positive test: The student driver shall be denied parking and driving privileges for the remainder of the school year.

Non-athletic extracurricular activity consequences:

First positive test: The student shall be required to participate in a chemical dependency assessment and assistance program and follow the recommendations of the program. All costs of the chemical dependency assessment and assistance program are the responsibility of the student participant. Failure to comply with the professional assessment and assistance program will result in the denial of participation for the remainder of the school year.

Second positive test: The student participant will be suspended from participation in the extra-curricular activity for one calendar year.

DEFINITIONS

ADULTERATION – Any attempt to alter the outcome of a test by adding a substance to the sample, attempting to switch the sample, or otherwise interfere with the detection of illicit or banned substance in the urine, hair or saliva including purposely over-hydrating oneself in an attempt to dilute the urine to decrease possible detection of illicit or banded substances.

ALCOHOL – Any intoxicating liquor, beer, wine, mixed beverage, or malt liquor beverage as defined in the Ohio Revised Code Section 4301.01. The term “alcoholic beverage” INCLUDES ANY LIQUID OR SUBSTANCE, SUCH AS “NEAR BEER” WHICH CONTAINS ALCOHOL IN ANY PROPORTION OR PERCENTAGE. The term “alcoholic beverage” does not include a substance used for medicinal purposes in accordance with directions for use provided in a prescription or by the manufacturer and in accordance with school district policy and rules related to the use of prescription and non-prescription drugs provided the substance is 1) authorized by a medical prescription from a licensed physical and kept in the original container, which shall state the student’s name and directions for use or 2) an over-the-counter medicine.

ASSESSMENT AND FOLLOW-UP PROGRAM – A program operated by a certified chemical dependency counselor or any agency certified by the Ohio Department of Alcohol and Drug Addiction Services, or a licensed physician trained in chemical dependency.

ATHLETIC SEASON – In-season start dates will begin as published by the Ohio High School Athletic Association or sanctioning organization and continue until the completion of awards program for that sport for the district. There are three athletic seasons: Fall, Winter, Spring.

CHAIN OF CUSTODY – The methodology of tracking specified materials or substances for the purpose of maintaining control and accountability from initial collection to the final disposition for all such materials and providing for accountability at each stage of handling, testing, and storing specimens and reporting test results.

CONFIRMATION TEST, CONFIRMED TEST, OR CONFIRMED DRUG TEST – A second analytical procedure used to identify the presence of a specific drug or metabolite in a specimen, which test must be different in scientific principle from that of the initial test procedure and must be capable of providing requisite specificity, sensitivity, and quantitative accuracy.

DESIGNATED OFFICIAL – The individual designated by the District to oversee the drug testing program on behalf of the District.

EXTRACURRICULAR ACTIVITY – Any activity approved by the District that does not involve a grade. Parking privileges will also be defined as an extracurricular activity for the purposes of this handbook.

FOCUSED SELECTION – A mechanism for selecting students for drug/alcohol testing in which each student in a particular group shall be selected for testing when selections are made. Examples may include males, females, freshmen, sophomores, juniors, or seniors.

ILLEGAL/ILLCIT DRUGS – Any substance included in the U.S.C.802 (6) which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer. We may also test for Nicotine and Steroids.

MOOD-ALTERING CHEMICALS – Includes without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana, alcohol, and any common substance such as “white out”, glue, gasoline, etc., used for a mood altering effect. Prescription drugs are also included, unless authorized by a medical prescription from a licensed physician and kept in the original container, which states the student’s name and directions for proper use.

PARKING PERMIT – A permit given to students seeking permission to drive and park their personal vehicle on school property during the school day.

POSITIVE RESULT – The presence of alcohol, illegal drugs, or their metabolites.

RANDOM SELECTION – A system of selecting students for drug and alcohol testing in which each student shall have a fair and equitable chance of being selected each time selections are required.

SPECIMEN – any urine, saliva, or hair sample provided by a student for testing pursuant to this policy.

STUDENT ATHLETE – Any person participating in the District athletic program and/or contests under the control and jurisdiction of the District and/or contests under the control and jurisdiction of the District and/or the Ohio High School Athletic Association (OHSAA). This policy also includes cheerleaders.

STUDENT DRIVER – Any student who drives or parks his/her personal vehicle on school property during the school day. All students who drive or park on school property must register their vehicle with the high school office, and have appropriate identification posted in their vehicle.

TEAM SELECTION – A mechanism for selecting students for drug/alcohol testing in which each athlete or a particular team shall be selected for testing when selections are made.

BLOOMFIELD-MESPO LOCAL SCHOOL DISTRICT
INFORMED CONSENT AGREEMENT – Drug Testing of Student Participants

AS A STUDENT:

- I understand and agree that participating in interscholastic athletics, participating in extracurricular activities and possessing parking privileges in the Bloomfield-Mespo Local School District are privileges that may be withdrawn for violating the School’s Random Drug Testing for Student Participants Policy.
- I have read the Bloomfield-Mespo Board of Education approved Policy and Procedures and understand the consequences that I will face if I am selected for a random drug test and have a certified positive result.
- I understand that I will be subject to drug testing, and if I refuse, **I WILL NOT BE ALLOWED** to participate in any interscholastic sport or extracurricular activity and will have my parking privileges revoked. Participating in an extracurricular activity or interscholastic athletics includes: attending a tryout, attending practice and participating and/or sitting with the team/club/organization at the game, practice, performance, rally or ceremony.
- I understand that the random drug testing panels can be changed during the year at the discretion of the High School Principal.
- I understand that this Agreement is binding while a student is attending Bloomfield-Mespo High School.

AS A PARENT/GUARDIAN/CUSTODIAN:

- I have read the Bloomfield-Mespo Board of Education approved Policy and Procedures.
- I understand the responsibilities my child has as a student participant in interscholastic athletics, extracurricular activities, or parking privileges.
- I understand that the random drug testing panels can be changed during the year at the discretion of the High School Principal.
- I understand that my child may be subjected to random drug testing, and if he/she refuses, he/she will not be allowed to practice or participate in any interscholastic athletics and/or extracurricular activities and will have his/her parking privileges revoked.
- I understand this Agreement is binding while my child attends Bloomfield-Mespo High School.

Student’s Name _____ DOB _____ Grade Level _____

Student’s Signature _____ Date _____

Parent/Guardian/Custodian’s Name _____ Date _____

Parent/Guardian/Custodian’s Signature _____ Date _____

This form is to be submitted to the Principal’s office.

Please direct questions to the High School Principal at 440-685-4711. Thank you.

The Board approved Policy and Procedures for Drug Testing of Students is posted on the district website.