

Belpre City Schools
Policy for Random Drug Testing of Student Participants in Grades 7-12

I. OVERVIEW

The procedure for random drug testing of student participants is accomplished in conjunction with an independent drug-testing Vendor selected by the Belpre City School District Board of Education. The Vendor is provided by the Designated Official a list of eligible student participants and in turn randomly selects up to 25% of these students for drug testing at randomly selected dates. The Vendor will send qualified collectors to the school who will oversee the collection of all specimens as outlined in this document. The Vendor will provide Medical Review Officer (MRO) services for interpretation and verification of results. Results are reported to the Parent and to the District Superintendent or Designated Official by the MRO.

II. STATEMENT OF NEED AND PURPOSE

Recognizing that use of alcohol and illicit drugs is a serious concern with students in today's society, the Belpre City School District will institute a program of deterrence as a pro-active approach to a safe and drug-free school. Likewise, students using alcohol and illicit drugs pose a threat to their own health and safety, as well as to that of other students. This policy is being implemented with the following goals:

- to provide for the safety of all students and staff;
- to provide for student participants the opportunity to become leaders in the student body for a drug-free school;
- to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use alcohol and illegal drugs;
- to encourage participation in and to provide support for drug treatment programs for students who use drugs and alcohol; and
- to prevent the impact that drug and alcohol use has on the learning centers of the brain, allowing students to achieve their full academic potential while a student within Belpre City Schools.

III. SUPPORTING DATA

Random urine drug testing of a public school is legal as determined by the United States Supreme Court in the cases of **Veronia School District 471 (Oregon) v. Wayne and Judy Acton** and **Board of Education of Independent School District No. 92 of Pottawatomie County v. Earls**.

IV. DEFINITIONS

A. Vendor

The medical office or company selected by the Board of Education to carry out the policy and procedure.

B. Designated Official

The individual selected by the school district to oversee the drug testing program of the school or district.

- C. Medical Review Officer (MRO)
A licensed physician trained and certified in the process and interpretation of drug testing results.
- D. Illicit Substance
A drug classified by the Drug Enforcement Administration (DEA) as being available only by prescription from a physician or classified as being controlled and having no therapeutic use.
- E. Banned Substance
A substance defined by school policy, state law, and/or federal law as being banned or illegal to use by students.
- F. Student Participants
A qualified student participating on a sanctioned athletic team as defined by the Ohio High School Athletic Association, an extracurricular activity as defined by the Board of Education, or a student wishing to park on school property during regular school hours. In addition, students and/or parents/guardians of students may voluntarily opt in to the school's testing program by completing and signing an opt-in consent form.
- G. SAMHSA (Substance Abuse and Mental Health Services Administration)
A governmental agency that certifies toxicology laboratories that perform drug testing following strict guidelines and constant quality assurance programs.
- H. GC/MS (Gas Chromatography/Mass Spectroscopy)
A scientific process to identify specific chemical compounds. A molecular fingerprint is obtained that identifies a chemical compound with 100% accuracy.
- I. Quantitative Levels
The measurement levels of a specific chemical in the urine reported usually in nanograms per milliliter (ng/ml).
- J. Chain-of-Custody Form
A preprinted form provided by the testing laboratory that records all contact with the provided specimen. The form is initiated by the collector and donor then follows with the specimen until the results are certified by the testing scientist and forwarded to the MRO for final certification.
- K. Adulterant/Adulteration
Any attempt to alter the outcome of a urine drug test by adding a substance to the sample, attempting to switch the sample, or otherwise interfere with the detection of illicit or banned substances in the urine, or purposefully over-hydrating oneself in an attempt to dilute the urine to decrease possible detection of illicit or banned substances.
- L. Calendar Year
One calendar year is equal to 365 ¼ days.

V. PROCEDURES FOR RANDOM DRUG TESTING OF STUDENT PARTICIPANTS

A. Informed Consent for Testing

Eligible student participants and his/her parent or guardian must complete and sign the Belpre City School District Informed Consent Agreement prior to the first athletic season in which he/she participates, prior to joining an extracurricular club or activity, and/or prior to parking on school grounds. **No student may participate and/or receive a parking permit until this form is properly executed and on file with the Athletic Director/Assistant Principal.** Once signed, the agreement is in effect until the student graduates or files a Withdrawal from Drug Testing form.

B. Urine Drug Testing Frequency

Once the Informed Consent Agreement is on file with the Athletic Director/Assistant Principal and prior to participation in athletics, extracurricular clubs, and/or obtaining parking privileges, student participants may be subject to urine testing for illicit or banned substances as specified under Vendor Requirements below. Eligible students will be randomly tested up to a bi-weekly basis anytime throughout the calendar year. A student whose season/club has concluded for the year will remain eligible for random drug screening throughout the remainder of their academic career at Belpre City Schools. Any student who refuses to submit to urine drug testing will not be allowed to participate in athletics, extracurricular events, or park on school property during the school day.

C. Sample Collection

Samples will be collected as outlined in the section titled Procedures for Random Drug Testing of Student Participants.

VI. CONFIDENTIALITY OF RESULTS

All drug test 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 and will be destroyed on June 30 of the year in which he/she graduates. No student participant who tests positive for illicit or banned substances under this policy will be punished academically.

VII. VENDOR REQUIREMENTS

At a minimum, the Vendor must be able to provide the following services:

A. Random Selection of Eligible Students

Once provided a list of eligible student participants, the Vendor must select the required number of students in a random and confidential manner. Up to bi-weekly, the Vendor will arrange with the Superintendent or Designated Official a day and time to do the collection of specimens. The schedule will not follow any recognizable pattern. The selected student names will be given to the Superintendent or Designated Official, who will arrange for these students to report to the collection area.

B. Collection of Urine Specimens

The Vendor will oversee the collection of urine specimens as outlined in the section titled Procedures for Random Drug Testing of Student Participants. Chain-of-Custody forms will be provided by the Vendor that meets the criteria of this policy and that of the testing laboratory. Students will be given as much privacy as possible in the obtaining of the specimen.

C. Testing of Urine Specimens

The Vendor will have all specimens tested for the specified illicit or banned substances by a qualified laboratory certified by the Substance Abuse and Mental Health Services Administration (SAMHSA) following the guidelines of the Department of Health and Human Services. The testing laboratory should have greater than 10 years of experience in toxicology testing and chain-of-custody procedures. All specimens must be initially tested using a highly accurate immune-assay technique, with all presumptive positive results, then confirmed by a Gas Chromatography/Mass Spectroscopy (GC/MS) confirmatory test. The testing laboratory must be able to test for the following drug classes, substances, or their metabolites in collected urine specimens:

Alcohol	LSD	Opiates
Amphetamines	Marijuana Metabolites	Oxycodone
Anabolic Steroids	MDMA (Ecstasy)	Phencyclidine
Barbiturates	Methadone	Propoxyphene
Benzodiazepines	Methamphetamines	Tricyclic
Buprenorphine	Methaqualone	
Cocaine Metabolites	Nicotine	

The Superintendent or Designated Official may specify specific classes or substances to be tested.

D. Medical Review Officer (MRO) Services

The Vendor will provide MRO services by a licensed physician who is certified by the Medical Review Officer Certification Council or the American Association of Medical Review Officers as having proven by examination to have had the appropriate medical training to interpret and evaluate drug test results and thus qualified for certification as a Medical Review Officer. Additionally the MRO must demonstrate a willingness to abide by the Procedure for Random Drug Testing of Student Participants as to the evaluation of positive drug tests and reporting findings in a timely and confidential manner. All results will be kept on file until June 30 of the year in which the student graduates.

E. Reporting of Random Urine Test Results by Vendor

The MRO will certify all urine drug screens as negative or positive. Positive findings will be reported by telephone in a confidential manner to the parent/guardian of the student participant and then to the Superintendent.

F. Statistical Reporting and Confidentiality of Urine Drug Test Results

The Vendor, testing laboratory, or MRO may not release any statistics on the rate of positive drug tests to any person, organization, news publication, or media outlet without the written consent of the Belpre City School District; however, the Vendor will provide the Superintendent with an annual report showing the number of tests performed, rate of positive and negative tests, and what substances were found in the positive urine specimens.

VIII. PROCEDURE FOR COLLECTION PROCESS

When a student participant is randomly selected, the Superintendent or Designated Official shall arrange for the student participant to report to the collection site. The test specimen shall be collected as follows.

- A. Each student participant must be identified by the Superintendent or Designated Official at the collection site.
- B. The student participant will be signed in on the roster and given a corresponding number on the specimen cup.
- C. Student participants may not bring any accessories (bags, backpacks, purses, etc.), cups, containers, or drinks in the collection area. All outerwear, including but not limited to coats, vests, jackets, sweaters, hats, scarves, or baggy clothing must be removed before entering the collection site.
- D. The drug testing area must be secured during testing.
- E. Only lab technicians, the Superintendent, the Designated Official, and the student participants may be present during the test collection.
- F. The student participant will be asked to wash his/her hands with soap and water and dry them.
- G. The collector may add a bluing agent to the water in the urinal or toilet.
- H. The student participant will take his/her specimen cup to the restroom.
- I. The student participant will be asked to urinate directly into his/her cup while the technician will stand outside the stall and/or restroom to ensure validity of the specimen collection.
- J. 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 that the toilet is flushed prior to being directed to do so, the student participant will be required to give a new urine specimen immediately.
- K. The student may then rewash his/her hands.
- L. The student participant will sign the urine specimen back in with the corresponding cap number.
- M. The urine specimen will be screened with an immunoassay test.
- N. Student participants who are unable to produce a urine specimen will be kept in a secured area until they are able to do so. If the student participant is still unable to produce a urine specimen after a reasonable time, he/she may be asked to undergo a saliva test or will be treated as a positive result if the testing does not take place.
- O. If adulteration is suspected, a second urine or saliva specimen will be requested. Otherwise, any and all adulterations of the urine specimen or saliva specimen will be considered as a positive result with consequences accordingly.
- P. All negative screens will be reported as such and discarded.
- Q. If a student agrees to undergo a saliva test, the procedure shall be as follows:
 - a. The student participant shall not place anything in the mouth including food, drink, or gum for at least 10 minutes prior to collection.
 - b. The student participant will be given an oral collection device.

- c. The student participant will insert the collector inside of the mouth and on tongue to collect oral fluid for a total of three minutes or until the sponge becomes fully saturated.
- d. The collection device will be screened.
- e. All negative screens will be reported as such and discarded.

IX. PROCEDURE FOR REPORTING POSITIVE RESULTS

The Medical Review Officer (MRO) will review all reports of positive drug testing results as follows:

- A. Determine if any discrepancies have occurred in the chain of custody.
- B. If necessary, contact the parent/guardian to determine if the student participant is on any prescribed medication and if that medication resulted in the positive drug screen. If the student participant is on prescribed medication, he/she will be required to obtain a letter from a physician to document the prescribed medications within five days.
- C. Determine if the test 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 Superintendent.

X. PROCEDURE FOR POLICY VIOLATION

In the event of a certified positive result that indicates the presence of illegal drugs or banned substances, the following will occur:

- A. The Superintendent will contact and notify the parent/guardian of the student participant within 24 hours, followed by notifying the student and Designated Official. In addition, a written notification from the Superintendent will be sent to the parent/guardian by certified mail.
- B. The parent/guardian and the student will be notified that he/she will be required to submit a urine sample for testing at each testing interval that takes place within the next calendar year at the expense of the student or parent/guardian.
- C. Consequences for policy violation are defined as follows:

1. First Positive Result

A positive result or altered sample as reported from the MRO or refusal by the student participant will constitute a first positive and require the following:

- 1. Attend a conference to discuss the infraction with the following in attendance: Superintendent, Designated Official, student participant, parent/guardian, coach/advisor.
- 2. Suspension from participation in athletic competition for a number of games equal to 25% of the regular season.
- 3. Suspension from participation in extracurricular activity for amount of time equal to 25% of the school year (9 weeks).
- 4. Loss of driving privileges for amount of time equal to 25% of the school year (9 weeks).

5. Be subjected to drug testing at each testing interval for one calendar year at the expense of the student participant and/or parent/guardian.
6. Required to participate in a chemical assessment in which student participant and/or parent/guardian is responsible for the cost.
7. Follow through with any and all recommendations from the chemical assessment with documentation of completion to the Superintendent.

2. Second Positive Result

A second positive result or altered sample as reported from the MRO or refusal by the student participant will result in the following:

1. Attend a conference to discuss the infraction with the following in attendance: Superintendent, Designated Official, student participant, parent/guardian, coach/advisor.
2. Suspension from participation in athletic competition for a number of games equal to 50% of the regular season.
3. Suspension from participation in extracurricular activity for amount of time equal to 50% of the school year (18 weeks).
4. Loss of driving privileges for amount of time equal to 50% of the school year (18 weeks).
5. Be subjected to drug testing at each testing interval for one calendar year at the expense of the student participant and/or parent/guardian.
6. Required to participate in a chemical assessment in which student participant and/or parent/guardian is responsible for the cost.
7. Follow through with any and all recommendations from the chemical assessment with documentation of completion to the Superintendent.

3. Third Positive Result

A third positive result or altered sample as reported from the MRO or refusal by the student participant will result in the following:

1. Attend a conference to discuss the infraction with the following in attendance: Superintendent, Designated Official, student participant, parent/guardian, coach/advisor.
2. Suspended from participation in athletic competition for the remainder of his/her junior high or high school career at Belpre City Schools.
3. Suspended from participation in extracurricular activities for remainder of his/her junior high or high school career at Belpre City Schools.
4. Loss of driving privileges for remainder of high school career at Belpre City Schools.

Notes:

- Discipline is cumulative.
- If denial of participation occurs outside the student participant's athletic season or outside the regular school year, the same rules apply. Denial of participation would take place at the beginning of the athlete's season, at the beginning of the next extracurricular activity, or at the beginning of the next school year.
- If the suspension of participation occurs toward the end of an athlete's season or the extracurricular activity and the number of games or time left is less than the percent of the denial of participation, then the denial of participation will carry over into the next sport season, activity, or school year.

**BELPRE CITY SCHOOLS
ACKNOWLEDGEMENT FORM FOR
RANDOM DRUG TESTING OF STUDENT PARTICIPANTS**

We hereby consent to allow the student participant named on this form to undergo drug testing for the presence of illicit drugs and/or banned substances in accordance with the Policy and Procedure for Random Drug Testing of Student Participants as approved by the Belpre City School District Board of Education.

We understand that a qualified Vendor will oversee the collection process.

We hereby give our consent to the Vendor selected by the Belpre City School District, its laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected Vendor to perform testing for the detection of illicit drugs or banned substances.

We further give permission to the Vendor, its doctors, employees, or agents, to release all results of these tests to the Medical Review Officer working for the Vendor.

We understand these results will be forwarded to the Superintendent.

We understand that we will be informed of a certified positive result.

We understand that consent, pursuant to this Informed Consent Form, will be effective for all Interscholastic Athletics and Extracurricular Activities in which this student participant might participate during each year of enrollment and as long as the student participant retains Parking Privileges. For example, a student participating in a fall Interscholastic Sport will continue to be subject to this policy after the fall sports season concludes.

We further understand that a student participant remains subject to testing until he/she graduates or files a Withdrawal from Drug Testing form.

BELPRE CITY SCHOOLS
WITHDRAWAL FROM RANDOM DRUG TESTING OF STUDENT PARTICIPANTS

AS A STUDENT:

- I have read the **Policy for Random Drug Testing of Student Participants** and have decided to remove myself from the Drug Testing Program.
- I understand that by removing myself from the Drug Testing Program, I am not permitted to participate in School-Sponsored Interscholastic Athletics and Extracurricular Activities and am not permitted to park on school property during school hours for a minimum of one calendar year from the date this form is submitted to the Athletic Director/Assistant Principal.

Student Name: _____

Current Grade Level: _____

Student Signature: _____

Date: _____

AS A PARENT/GUARDIAN:

- I have read the **Policy for Random Drug Testing of Student Participants** and have decided to rescind my original consent for my son/daughter/ward to participate in the Drug Testing Program.
- I understand that by rescinding my consent for the Drug Testing Program, my son/daughter/ward is not permitted to participate in School-Sponsored Interscholastic Athletics and Extracurricular Activities and is not permitted to park on school property during school hours for a minimum of one calendar year from the date this form is submitted to the Athletic Director/Assistant Principal.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____