

Student Drug Testing Procedures

TESTING PROTOCOLS

1. The District will provide training as necessary to staff members regarding the District's student random drug testing program.
2. Each competitive extracurricular activity sponsor shall establish a roster of student participants and submit the roster to the Principal. Changes in the roster should be reported immediately to the Principal.
3. Students and parents or legal guardians will have the opportunity to participate in a District informational meeting concerning the District's random drug testing policy. Prior to exercising parking privileges or participating in an competitive extracurricular activity, students and parents or legal guardians are expected to read Board Policy 09.423, and Procedures 09.423 AP.1 and 09.423 AP.21 and must acknowledge, in writing, that they have read the policy and procedures, understand the policy and procedures, and agree to be bound by the terms and conditions contained in the policy and procedures. Immediately prior to giving a urine specimen, each student shall complete all forms required by the testing company selected by the District.
4. Testing will occur for one or more of the following:

DRUG CLASS	SCREEN CUTOFF	GC/MS CUTOFF
Amphetamine	300NG/ML	500NG/ML
Methamphetamine	300NG/ML	500NG/ML
MDMA/MDA	300NG/ML	500NG/ML
Barbiturates	300NG/ML	300NG/ML
Benzodiazepines	300NG/ML	300NG/ML
Cocaine Metabolite	300NG/ML	150NG/ML
Opiates (Codeine/Morphine/Hydrocodone/Hydromorphone)	300NG/ML	300NG/ML
Oxycodone	100NG/ML	100NG/ML
Phencyclidine (PCP)	25NG/ML	25NG/ML
Marijuana Metabolite	50NG/ML	15NG/ML
Methadone	300NG/ML	300NG/ML
Methaqualone	300NG/ML	300NG/ML
Propoxyphene	300NG/ML	300NG/ML
Steroids	10NG/ML (for positive screen)	

5. No fewer than twenty percent (20%) annually of all students anticipated to be subject to random drug testing during the entire school year will be tested.
6. The testing company approved by the Board shall determine which students are to be tested by the random selection of names from among all student participants during the entire school year.
7. The collection of urine specimens and the scientific analysis of the collected specimens shall be conducted by a professional testing company selected by the Board.

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8. Collection procedures for urine specimens shall be developed, maintained, and administered by the testing company in an effort to minimize any intrusion or embarrassment for each student, ensure the proper identification of students' specimens, minimize the likelihood of the adulteration of a urine specimen, and maintain confidentiality of test results.
9. The collection of urine specimens shall be conducted on school premises. If a test result is found to have been adulterated, the student may be required to be retested.
10. Each specimen shall initially be tested using a highly accurate immunoassay technique ("EMIT"). Initial positive results must be confirmed by gas chromatography/mass spectrometry ("GC/MS"). If the initial presumptive positive result is not confirmed by the GC/MS technique, the test shall be deemed to be negative. Only after the GC/MS confirmation shall a test result be reported as positive.
11. A split sample of each urine specimen given by each student shall be preserved by the testing laboratory for a minimum of twelve (12) months.
12. A Medical Review Officer ("MRO") is a licensed doctor of medicine or osteopathy with knowledge of drug abuse disorders. The MRO is responsible for reviewing the results of the initial and confirmatory tests by the testing laboratory and exploring alternative explanations for a non-negative result.

The MRO will contact the parent of the student whose drug screen test is non-negative and will provide them with an opportunity to discuss the non-negative test result. Following this conversation, the MRO will make an independent decision as to whether the drug screen test result, together with the parent's explanation, supports a finding of a positive drug test result.

The MRO, following the analysis of the test results, will report to the Board's third party administrator whether a student's drug screen test result was positive or negative. Only those samples which tested positive for drugs and for which the student failed to offer a satisfactory explanation will be reported. All other tests will be reported as negative.

13. Written confirmation of all test results shall be forwarded by the testing company to the Principal, who shall provide the results (negative or positive) to the Head Coach or Sponsor. All test results are confidential and shall be maintained by the Principal under the strictest security.
14. The test results forwarded to the Principal shall indicate that positive results were confirmed by the GC/MS technique and shall indicate the name of the individual for whom the test results are being reported; the type of test indicated on the custody and control form; the date and location of the test collection; the identity of the persons or entities performing the collection and analysis of the specimens and reporting test results; the verified results of the controlled substances test; and, if positive, the identity of the controlled substance(s) for which the test verified positive. Test results shall be forwarded to the Principal in a manner to ensure that the Principal cannot determine that any test was a presumptive, positive test unable to be confirmed by GC/MS.

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15. In the event that a student's urine specimen produces a positive result (after the GC/MS confirmation and MRO review), the Principal/Designee, the Sponsor and/or Head Coach shall meet with the student and the student's parent(s) or legal guardian(s) to disclose and discuss the test results. At this meeting, the Principal/Designee or Head Coach or Sponsor shall advise the student and the student's parent(s) or legal guardian(s) of further procedural rights under this policy.
16. Any student who has tested positive or the student's parents or legal guardians may contest the test result by informing the Principal within seventy-two (72) hours of receipt of written notice of the positive test result. The student and parent shall be entitled to present any evidence they desire to defend the charge of violation of this policy prior to implementation of sanctions. The Principal may require written documentation (such as a doctor's statement) of any evidence the student may wish to present that the student feels may have affected the test results. Failure to present written documentation to support the student's defense of the case may result in the student being subject to the sanctions provided in this procedure for a positive test result. Upon request by the student's parents or legal guardians, further laboratory analysis shall be conducted with the student's remaining urine specimen preserved by the testing laboratory at the student's expense.
17. The final determination of the student's eligibility shall be made at the school level by the Principal.
18. Any refusal by a student to be tested shall be treated as a violation, and the appropriate sanctions will be assessed. (See Sanctions.) The student's parents or legal guardians shall be notified by the Principal of the refusal and sanction.
19. Violations shall be deemed to accumulate throughout the student's involvement in all competitive extracurricular activities and driving privileges.
20. Any violation by a student shall be reported to the student's parents or legal guardians,
21. One (1) year after the student turns eighteen (18) years old or one (1) year after the student's graduation, whichever is later, all records in regard to this procedure concerning each student shall be destroyed, and at no time shall these results or records be placed in the student's academic file or be voluntarily turned over to any law enforcement agency, or used for any purpose other than those stated herein. For students who transfer out of the District or otherwise do not fulfill the requirements for graduation, the records of that student shall be destroyed one (1) year after the student turns eighteen (18) years old.

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1. The student shall be suspended for the next four (4) weeks from exercising parking privileges and/or from participating in competitive extracurricular activities. If necessary, the suspension shall carry over to the student's subsequent participation on another competitive extracurricular activity to the following season. Participation consists of practicing, dressing-out, traveling with, or receiving recognition with or for the activity(s) in which the student is involved before reinstatement to the team or squad, or re-issue of the parking permit after a first violation. Upon being placed on suspension the student and parent will receive information on available drug treatment programs. Prior to readmission to the competitive extracurricular activity or re-issue of the parking permit, the student must submit to a new drug test at the student's expense, administered in accordance with the same procedures utilized for random drug testing. The testing company currently under contract with the Board must conduct all subsequent drug tests. A positive result shall be treated as a second violation.
2. If a student is reinstated to the competitive extracurricular activity, or re-issued a parking permit following a first violation, the student's participation in another competitive extracurricular activity shall not be restricted solely because of the existence of the first violation, as long as the student has completed the period of suspension and was appropriately reinstated to the competitive extracurricular activity, or re-issued a parking permit. If the student elects not to seek reinstatement to a competitive extracurricular activity, or re-issue of the parking permit after the first violation (either because of the student's own election or the season concluded prior to the expiration of the student's own suspension), the student is still required to serve the unexpired portion of the suspension before the student can be eligible for any other competitive extracurricular activity and must provide a negative drug test result from the testing company currently under contract with the Board at the student's expense. A student serving a suspension for one activity may try out for a second activity if the student provides a negative drug test result from the testing company currently under contract with the Board at the student's expense. If the student successfully makes the competitive extracurricular activity, prior to participation, the student must serve the unexpired portion of the previous suspension. A positive result shall be treated as a second violation.

Second violation:

1. The student shall be suspended for a period of one (1) calendar year from the date of the most recent test that yielded positive results from exercising parking privileges and/or competitive extracurricular activities with no association with teams or squads. If necessary, the suspension shall carry over to the student's subsequent participation on another competitive extracurricular activity or the issuing of a parking permit and/or to the following season. Upon being placed on suspension the student and parent will receive information on available drug treatment programs. Prior to readmission to the competitive extracurricular activity, or re-issue of the parking permit, the student must submit to a new drug test at the student's expense, administered in accordance with the same procedure utilized for random drug testing. A positive result shall be treated as a third violation.

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2. If a student is reinstated to the competitive extracurricular activity, or re-issued a parking permit following a second violation, the student's participation in another competitive extracurricular activity shall not be restricted solely because of the existence of the second violation, as long as the student has completed the period of suspension and was appropriately reinstated to the prior competitive extracurricular activity, or re-issued a parking permit. If the student elects not to seek reinstatement to a competitive extracurricular activity, or the re-issue of the parking permit after the second violation (either because of the student's own election or because the season concluded prior to the expiration of the student's period of suspension), the student is still required to serve the unexpired portion of the suspension before the student can be eligible for any other activity and must provide a negative drug test result from the testing company currently under contract with the Board at the student's expense. A student serving a suspension for one competitive extracurricular activity or with a revoked parking permit may try out for a second competitive extracurricular activity if the student provides a negative drug test result from the testing company currently under contract with the Board at the student's expense. If the student makes the team, prior to participation, the student must serve the unexpired portion of the previous suspension. A positive result shall be treated as a third violation.

Third violation:

The student shall be excluded from obtaining a parking permit and from participation in any competitive extracurricular activity for the remainder of the student's enrollment in the District.

CONFIDENTIALITY

Appropriate measures shall be taken to protect student confidentiality throughout the testing process and in the handling of test results.

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