

**Administrative Procedure
STUDENT DRUG TESTING - (Grades 7 - 12)****Descriptor Code: JFCI-AP(1)**

Definitions

Covered Activities – Activities regulated by the Missouri State High School Activities Association (MSHSAA), excluding all activities in which students receive an academic grade for participation.

Drug Testing – Testing for illegal or performance-enhancing drugs.

Parking Permit – Issued to a licensed student driver conferring the privilege of parking on the Diamond R-IV campus.

Participation Days – Each day that the extracurricular group meets, regardless of whether that meeting is a practice, a group meeting or an event.

I. General Procedures for All Student Drug Testing***Sample Collection***

Urine samples will be collected using a method intended to minimize the intrusiveness of the procedure. The superintendent or designee will appoint a same-sex employee or contracted test administrator (the monitor) to accompany the student to a bathroom or locker room. The student will provide the sample behind a closed stall door. The monitor shall supervise the collection from outside the closed stall door, listening for normal sounds of urination. The monitor shall also verify the warmth and appearance of the specimen. If at any time the monitor suspects the sample is being tampered with, the monitor may end the collection process and notify the superintendent or designee, who will determine whether a new sample should be obtained.

Protection of Information (Privacy)

Each randomly selected student will be assigned a specimen number that shall serve as the identifier for all materials sent to the lab. The student and his or her parent/guardian shall have access to the specimen number. Either immediately before or shortly after sample collection, students selected for testing will provide to the district, in a sealed envelope, a list of any medications they have taken in the last 30 days, including legally prescribed and over-the-counter medications. The parent/guardian is responsible for submitting a separate list to the district, also in a sealed envelope, of medications the student has taken within the last 30 days, which will be used by the testing facility for confirmation purposes in the event of a positive test result. The sealed envelopes will only be opened in the event of a positive test result. If the sample does not test positive, the envelopes will be shredded without being opened.

The laboratory will report positive test results directly to the superintendent or designee. The superintendent or designee will only notify the student, the appropriate extracurricular sponsor, the parent/guardian of the student and other persons the superintendent or designee determines need to know the information to implement

district policies or procedures. All files pertaining to drug testing will be kept confidential and separate from the student's other education records, and only school personnel with a need to know the information will have access to the information.

Positive Test Results

If a positive test result occurs, the result will be verified on the same specimen. Following a confirmed positive result, the student and his or her parent/guardian shall be given the opportunity to submit additional information to the district administration or the laboratory. The district may consult with the laboratory in determining whether the positive result was caused by something other than the consumption of prohibited substances.

II. Random Drug Testing

Notification and Consent

An orientation session shall be held before the commencement of random drug testing to inform students and parents/guardians of the sample collection process, privacy arrangements and the drug testing procedures that will be used. Students wishing to participate in extracurricular activities or obtain a parking permit shall receive a copy of the drug testing policy and related administrative procedures. Additionally, each student shall be required to return a signed drug testing consent form to the coach or activity sponsor by the beginning date for practice or interscholastic contest established by MSHSAA. If there is no established beginning date for practice for the activity, the signed consent form must be returned within five calendar days of the first participation day. A signed consent form shall be valid for all covered activities and will remain effective until revoked in writing by the parent/guardian. Students wishing only to obtain a parking permit shall be required to return the signed drug testing consent form to the high school office within five calendar days. Students who do not return the signed consent form shall not be allowed to participate in covered activities or obtain a parking permit.

Random Selection

The district will randomly select five percent of participating students for drug testing periodically throughout the school year. The random selection process will result in an equal probability that any participating student could be chosen. District employees shall not have the authority to waive the testing of any student selected using the random selection process.

Testing

Samples shall be tested for:

Amphetamine - AMP

Barbiturates - BAR

Benzodiazepines (XANAX) - BZO

Cocaine - COC

Marijuana - THC

Methadone - MTD

Methamphetamine - mAMP

Methylenedioxymethamphetamine (Ecstasy) - MDMA

Opiates - OPI

Oxycodone - OXY

Phencyclidine - PCP

Propoxyphene - PPX

Samples will not be screened for the existence of any physical conditions other than prohibited drug use.

Consequences

Following a confirmed positive test result, the superintendent or designee will immediately suspend the student from all covered activities, revoke parking privileges and will schedule a conference with the student, the parent/guardian and the extracurricular sponsor. Offenses accumulate throughout grades seven through twelve. Depending on the timing of the drug test, the student may be excluded from participation in activities at the end of the school year, over the summer and/or into the beginning of the next school year.

First Offense – The first time a student tests positive under the random drug testing program, the student shall be suspended from participation in all covered activities and denied parking privileges on the Diamond R-IV campus for a minimum of 30 participation days and must pass a drug test administered by the district prior to participating in covered activities and possessing a parking permit again.

Alternative First Offense – With the consent of the student and his or her parents/guardians, the superintendent may reduce the suspension so that the student is only prohibited from participating in covered activities and possessing a parking permit for a total of ten participation days as long as the student meets the following requirements:

- ▶ Within one week of the conference, the student must receive or be enrolled in substance abuse counseling from an alcohol and drug abuse agency that is certified by the Missouri Department of Mental Health, Division of Alcohol and Drug Abuse. The parents/guardians are responsible for all costs associated with the counseling. The parent/guardian must provide written verification that the student has been seen by the alcohol and drug abuse agency at least once before the student is allowed to begin participation again. If the student does not attend counseling as promised, the district will immediately implement the original consequences.

- ▶ The student will be required to submit to drug tests every time the district conducts random drug testing on other students for the rest of the school year.

Second Offense – Students with two positive test results for drugs will be prohibited from participating in all covered activities and possessing a parking permit for a minimum of 90 participation days and must pass a district-administered drug test prior to participating in covered activities and possessing a parking permit again.

Third Offense – Students with three positive test results will be prohibited from participating in all covered activities and denied parking privileges on the Diamond R-IV campus for the rest of their enrollment with the district.

Refusal to Submit or Falsifying Results

A student refuses to submit for drug testing when he or she fails to provide adequate urine for testing when notified of the need to do so or engages in conduct that clearly obstructs the testing process. A participating student who refuses to submit to drug testing or who takes deliberate action to falsify results will be suspended from all covered activities for one calendar year and will forfeit eligibility for all awards and honors given for covered activities from which the student was suspended and will be denied parking privileges on the Diamond R-IV campus for that calendar year.

Self-Reporting

When a student, of his or her own volition, self-reports consuming drugs in violation of district policy to an administrator, coach or extracurricular sponsor before receiving notification that he or she will be tested, that student shall be allowed to continue to participate in covered activities under the same restrictions imposed on a student who had an initial positive test even if the student had tested positive previously. A self-report is considered the same as testing positive for the purpose of future positive tests. A student may only take advantage of self-reporting once between seventh and twelfth grade.

III. Suspicion-Based Drug Testing

A student may be required to submit to a drug test when there is reasonable suspicion that the student is under the influence of or has recently consumed any drug prohibited by district policy. Staff members will report such suspicions to the building administrator or designee as soon as possible. The building administrator or designee will determine if reasonable suspicion exists. The district's attorney may be consulted as necessary.

Consequences

Students who test positive under this section will be disciplined in accordance with the district's discipline code and may also be temporarily or permanently excluded from all district extracurricular activities and parking on district property in accordance with other district policies or practices.

Refusal to Submit or Falsifying Results

A student refuses to submit for drug testing when he or she fails to provide adequate urine for testing when notified of the need to do so or engages in conduct that clearly obstructs the testing process. A student who refuses to submit to testing or takes deliberate action to falsify results may still be disciplined under the district's discipline code for being under the influence of drugs. A student who takes deliberate action to falsify results may also receive additional disciplinary consequences.

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Note: The reader is encouraged to review policies and/or forms for related information in this administrative area.

Diamond R-IV

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