

A decorative graphic featuring three blue circles of varying sizes, each composed of concentric circles in different shades of blue. These circles are arranged in a descending staircase pattern from the top right towards the center. A thick grey horizontal bar is positioned below the middle circle. Two thin blue lines originate from the top left and extend towards the circles, and another thin blue line extends from the top right towards the bottom right circle.

Jackson County Board of Education

Substance Abuse Policy for Extracurricular
Activities/Student Parking Privileges

Jackson County Schools

Adopted 9/28/11

Drug Policy

The Jackson County Board of Education values student participation in extracurricular activities (ECA) for the opportunities it gives students to exhibit their talents and scholastic abilities as well as to develop leadership skills. Because students who participate in ECA are role models for other students, they are a key to reaching our goal of providing the best possible education program for all students. To achieve this goal and to maximize the skills and talents of our students, a drug-free learning environment is crucial. Student athletes, cheerleaders, and all extracurricular (defined as anything that represents your school in competition and or driving privileges) participants in grades 7-12 shall be subject to drug and alcohol testing. Failure to comply with this policy will result in the student's loss of the privilege to participate in ECA. The Board reserves the right to depart from this policy where it deems appropriate. The guidelines contained within this document may be changed by the Board at any time, except where specifically prohibited by law. Students covered by this policy will be informed of changes.

POLICY OBJECTIVES:

1. To create and maintain a safe, drug-free environment for all ECA students.
2. To encourage any ECA student with a dependence on, or addiction to, alcohol or other drugs to seek help in overcoming the problem.
3. To reduce the likelihood of incidents of accidental personal injury and/or damage to students or property.
4. To minimize the likelihood that school property will be used for illicit drug activities.
5. To protect the reputation of the school system and its students.

Substance abuse can be a serious threat to the school system, its students, visitors and employees. It is the belief of the Board that the benefits derived from the policy objectives outweigh the potential inconvenience to students. The Board earnestly solicits the understanding and cooperation of all school staff, students and parents, especially those participating in ECA, in implementing this policy.

The Board expects all ECA students to remain alcohol and drug-free. No ECA student shall use alcohol or other mood altering substances. Outside conduct of a substance abuse-related nature which affects a student's sports or academic performance or reflects badly on the school is prohibited and will be addressed administratively.

ECA students must inform their coach/assistant coach/director when they are legitimately taking medication which may affect their ability to practice or compete in order to avoid creating safety problems and violating this Drug and Alcohol Policy.

ENFORCEMENT

To better assure these expectations, the Board reserves the right to require all ECA students to submit to drug tests to maintain safety and security. The School Board has developed this student testing program to follow, as appropriate, the process of 49 C.F.R. Part 40 on the Omnibus Transportation Employee Testing Act of 1991. The Board encourages and may require its employees to be trained in alcohol and drug usage recognition skills.

Pursuant to Board policy and regulations, all students, grades 7-12, who participate in ECA may be tested prior to beginning a seasonal activity or during the season of the activity on a random basis without advance notice. When Board officials (employees) have reasonable

suspicion to believe a student has violated its Alcohol and Drug Policy, they may require the student to undergo drug testing.

A student who has tested positive for alcohol and/or other drugs and who had the positive test result confirmed by the Board's Medical Review Officer (MRO) will be subject to discipline including suspension from student activities. Refusal to cooperate with the Board in any test investigation will result in discipline up to and including immediate suspension from participating in student activities for one (1) calendar year.

No ECA student testing positive, refusing to cooperate with testing or being in violation of this policy will be penalized academically. Information, including testing positive, will not be released to criminal or juvenile authorities unless under compulsion by valid state or federal laws. All information, interviews, reports, statements, memoranda and test results, either written or otherwise, received by the Board through its drug and alcohol testing program are confidential communications and may not be used or received in evidence, obtained in discovery or disclosed in any public or private proceedings except in the following:

- a) As directed by the specific, written consent of the parent/guardian and/or student authorizing release of the information to an identified person.
- b) To a covered student decision-maker in a lawsuit, grievance or other proceeding initiated by or on behalf of the student.

Any questions should be directed to the persons assigned as the Board's Drug Program Coordinator(s).

Note of Clarification: This policy in no way circumvents nor may be used in place of Board Policy and School Rules pertaining to the use, distribution, manufacturing of alcohol, or other drugs at/or away from school, School Board property or at school sponsored events.

If a student is in violation of such policies and rules, disciplinary consequences will be through normal school channels associated with said policies and rules. The consequences under the "Drug Screening Policy" become secondary.

**Jackson County Board of Education
Drug Screening
Procedures**

I. General Policy

Practical experiences and research have proven that even small quantities of narcotics, abused prescription drugs or alcohol can impair judgments and reflexes which can create unsafe conditions for students, especially those involved in sports or any activity covered in this policy. Even when not readily apparent, this impairment can have serious results for students engaged in activities. Drug-using ECA students are a threat to co-participants, other students, and themselves, and may make injurious errors. For these reasons, the Jackson County Board of Education has adopted a policy that all ECA students must remain substance free.

II. Prohibitions

All students are prohibited from using, possessing, distributing, manufacturing, or having controlled substances, improperly used medications or any mind/mood altering intoxicating substances present in their system.

III. Alcohol Use/Possession/Impairment

All students participating in extracurricular activities are prohibited from possessing, drinking or being impaired or intoxicated by alcohol.

IV. After School Hours Conduct

After school hours use of drugs, alcohol or any other prohibited substances is illegal. ECA students should realize that these regulations prohibit all illicit drug use during and away from school activities.

V. Prescription Drugs

The Board prohibits the misuse of prescribed or over-the-counter medications and requires all students using prescribed drugs or over-the-counter medications to notify their coach/director if these drugs may affect their performance (i.e., causing drowsiness, etc.)

PROCEDURE

A. All Current Students

1. Random Testing

The Board will conduct random unannounced screening of students. The drug-testing agency will provide computerized random sample lists to the Drug Program Coordinator. The list of students in the random pool will be updated periodically. Students will be required to report to the Board designated collection site for testing as soon as possible but in no case later than two (2) hours following notification.

2. Return to Participation Testing

All students who undergo a counseling or rehabilitation program or who are suspended for abuse of substances covered under this policy will be subject to unannounced testing for a least a twelve-month period.

B. Test Procedures

1. General Guidelines

The School Board and its lab shall rely, when practical, on the guidance of the federal Department of Transportation, Procedures for Transportation Workplace Drug Testing Programs, 49 C.F.R. Parts 40.1 through 40.39, and on the further guidance of the Omnibus Transportation Employee Testing Act provided in 49 C.F.R. Parts 382, 391, 392 and 395.

2. Substances Tested For

Students may be randomly tested for: alcohol, amphetamines, cannabinoids, cocaine and opiates and other substances, such as but not limited to steroids, barbiturates and benzodiazepines without advance notice as part of tests performed by the School Board for safety purposes. Such tests will be coordinated with the Drug Program Coordinator.

3. Testing Procedure

The Board reserves the right to utilize blood, hair, breath, saliva or urinalysis testing procedures. Urinalysis will be utilized in random testing. All initial positive urine specimens will be confirmed by gas chromatography/mass spectrometry (GC/MS).

C. Collection Sites

The School Board will designate collection sites where individuals may provide specimens. For the most part, collections will be conducted on-site at the appropriate designated school.

D. Collection Procedures

The Jackson County Board of Education and the laboratory have developed and will maintain a documented procedure for collecting, shipping and accessing urine specimens. The Board and the laboratory will utilize a standard Urine Custody and Control Form for all students testing. The company and the laboratory will utilize a standard Breath Alcohol Testing Form for all students testing for alcohol. A tamper-proof sealing system, identifying number, labels and sealed shipping containers will be used for specimen transportation.

Collection sites will maintain instructions and training emphasizing the responsibility of the collection site personnel to protect the integrity of the specimen and maintain proper collection procedure that is reasonable. All alcohol testing will be performed by a certified Breath Alcohol Technician (BAT). Where the School Board has an employee collect the specimen, the School Board will provide instruction and training to that employee.

All students will also be required to complete the Jackson County Board of Education Applicant/Student Consent Form.

E. Evaluations and Return of Result to the School Board

The laboratory will transmit by fax, mail or computer, but not orally, the results of all tests to the School Board's MROs. The MRO will be responsible for reviewing test results of students. Prior to making a final decision, the MRO shall give the individual an opportunity to discuss the result either face-to-face or over the telephone.

The MRO shall then promptly tell the Drug Program Coordinator which students or applicants test positive. The coordinator will report the finding to the school principal. The principal will then schedule a conference between the student and parents or legal guardians to discuss the positive test results and appropriate consequences.

F. Request for Retest

Where a split specimen has been collected, a student may request a retest of the split specimen within 72 hours of notification of the final test result. Where a single specimen is submitted for testing, the student may request a retest of the original sample within 72 hours after notification of the final test result. Requests must be submitted to the MRO.

The student will be required to pay the associated costs of a retest in advance but will be reimbursed if the result of the retest is negative.

G. Release of Test Results

All information, interviews, reports, statements, memoranda, and test results, written or otherwise, received by the Board through its drug and alcohol testing program are confidential communications and may not be used or receive in evidence, obtained in discovery or disclosed in any public or private proceedings except in accordance with the Policy Consent/Release Form.

However, all ECA students will be required to execute a consent/release form permitting the School Board to release test results and related information to the school officials who have a need to know.

Parents or guardians will be informed of confirmed positive test results by the School Superintendent or Board designee.

The MRO shall retain the individual test results for five (5) years.

H. Reasonable Suspicion

When there are observable circumstances which provide reasonable suspicion to believe a student has used alcohol and/or other drugs, a student may be required to submit to drug testing. Determination that reasonable suspicion exists must be based upon a specific, contemporaneous, observation concerning the appearance, behavior, speech or body odors of the student.

The school official requiring testing shall prepare and sign written documents explaining the circumstances and evidence upon which they relied within 24 hours of the testing or before the results of the tests are released, whichever is earlier. While a certified employee may recommend a reasonable cause test, he or she should, when possible, obtain a second school official's opinion as a witness.

I. Violations

For violations of this policy regarding alcohol or other drugs that can be detected by a drug test, the following penalties which might be cumulative from Grade 7 through Grade 12 shall be administered:

First Violation

- a.** The student shall be suspended from competition in any extracurricular activity for a minimum of 2 weeks (14 calendar days) of the regularly scheduled competitions, beginning no earlier than the opening event for that activity. The student may participate in practices during this 2 week (14 calendar day) duration. However, the student will not be allowed to compete in any extracurricular competitive contest. If a student is not participating in an in-season activity, the 2 week (14 calendar day) suspension will be applied to the beginning of the next in-season activity in which he/she participates. The student may not be reinstated to the extracurricular competitions until he/she tests negative for any prohibited substances. Parking privileges will also be suspended for a 2 week (14 calendar day) period and will not be reinstated until he/she tests negative for any prohibited substances.
- b.** The student's parent(s)/guardian(s) will be notified.

- c. There will be mandatory attendance required of the student and the parent(s)/guardian(s) in an approved counseling program by a licensed drug/alcohol professional. The parent(s)/guardian(s) will be solely responsible for paying the licensed drug/alcohol counseling agency and shall have the agency furnish an appropriate report to the Drug Program Coordinator.
- d. The student will be placed on a regular drug screening schedule for the next 12 calendar months during his/her involvement in the extracurricular programs of the Jackson County School System. The costs of these tests are the responsibility of the parent or legal guardian.

Second Violation

- a. The student shall be suspended from competition in any extracurricular activity for a minimum of 4 weeks (28 calendar days) of the regularly scheduled competitions, beginning no earlier than the opening event for that activity. The student may participate in practices during this 4 week (28 calendar day) duration. However, the student will not be allowed to compete in any extracurricular competitive contest. If a student is not participating in an in-season activity, the 4 week (28 calendar days) suspension will be applied to the beginning of the next in-season activity in which he/she participates. The student may not be reinstated to the extracurricular competitions until he/she tests negative for any prohibited substances. Parking privileges will also be suspended for a 4 week (28 calendar day) period and will not be reinstated until he/she tests negative for any prohibited substances.
- b. The student's parent(s)/guardian(s) will be notified.
- c. There will be mandatory attendance required of the student and the parent(s)/guardian(s) in an approved counseling program by a licensed drug/alcohol professional. The parent(s)/guardian(s) will be solely responsible for paying the licensed drug/alcohol counseling agency and shall have the agency furnish an appropriate report to the Drug Program Coordinator.
- d. The student will be placed on a regular drug screening schedule for the next 24 calendar months during his/her involvement in the extracurricular programs of the Jackson County School System. The costs of these tests are the responsibility of the parent or legal guardian.

Third Violation

- a. The student shall be suspended from participating in any extracurricular activity and/or forfeit parking privileges for a minimum of one calendar year. The student may not be reinstated to the extracurricular group until he/she tests negative for any prohibited substances.
- b. The student's parent(s)/guardian(s) will be notified.
- c. There will be mandatory attendance required of the student and the parent(s)/guardian(s) in an approved counseling program by a licensed drug/alcohol professional. The parent(s)/guardian(s) will be solely responsible for paying the licensed drug/alcohol counseling agency and shall have the agency furnish an appropriate report to the Drug Program Coordinator.
- d. The student will be placed on a regular drug screening schedule for the remainder of his/her involvement in the extracurricular programs of the Jackson County School System. The costs of these tests are the responsibility of the parent or legal guardian.

Final Violation

- a. The student shall be suspended from participating in any extracurricular activity in the Jackson County School System for the remainder of his/her years of enrollment.
- b. The student's parent(s)/guardian(s) will be notified.

VI. Appeal Process

If the student is dissatisfied with the findings of the Drug Program Coordinator or wishes to provide additional facts or information that are relevant to application of this policy, or the consequences proposed by the Director, the student or parent/guardian may present all such facts, circumstances, contentions, or requests in writing to the Board within seventy-two (72) hours of notice of action taken under this Program. Any removal of privileges for/by this Program shall continue in full force and be in effect while said review is pending. The Board may review all said materials and reconsider any consequences imposed. The decision of the Board shall be final.

VII. Notice Requirements

The basic provisions of this policy and/or any modifications of this policy shall be made available to students by school officials in a timely manner. In addition, certified employees shall, prior to beginning of each respective activity (i.e. football practice, marching band practice, etc.), discuss with student participants and parents the specific provisions of this policy. The discussion shall include but not be limited to the following topics: purpose of the policy, random sampling procedures, sample collection procedures, reporting procedures and confidentiality requirement.

Jackson County Board Of Education
Extracurricular Activity/Student Parking Privilege
Consent and Release Form

I have read and understand the Jackson County Board of Education Drug Testing Program for Students Participating in Extracurricular Activities and for Students with Parking privileges and agree to abide by the terms and conditions of the Program. I understand that the program prescribes drug testing, and I agree to submit to those tests at any time as a condition for my initial or continued participation in competitive extracurricular activities or to utilize parking privileges. I specifically consent and agree to submit to saliva, urine, breath, hair, and/or blood samples for testing to determine the existence of prohibited substances. I authorize any laboratory or medical provider to release test results to the Board, the MRO, the Drug Program Coordinator, persons providing counseling as required by the program and local school officials who have a need to know.

I also expressly authorize the Board and/or the MRO to release any test-related information, including positive results (a) as directed by my specific, written consent authorizing release of the information to an identified person, (b) to the court or attorneys representing any party in any lawsuit, grievance, or other proceeding initiated by or on behalf of myself, and/or (c) under compulsion of law.

I understand that my refusal to submit to testing for the use of prohibited substances will prohibit me from my initial and continued participation in the competitive extracurricular programs offered by the Jackson County Board of Education and will render me ineligible for parking privileges. Any student who is in the pool for random testing and refuses a test will be viewed as testing positive.

I understand that it is a privilege, not a right, to be allowed to operate a motor vehicle and to park on Board owned properties and to participate in the extracurricular programs offered by the Jackson County Board of Education and that I must comply with the terms and conditions of the Program in order to be offered the privilege to participate in these events.

This document will remain in effect and serve as my continued consent and release while I am a student in Jackson County School System, unless and until revoked by me or my parent/guardian in writing.

STUDENT

DATE

PARENT/GUARDIAN

DATE

