

**GIBSONBURG EXEMPTED VILLAGE SCHOOLS  
MIDDLE/HIGH SCHOOL  
GRADES 7 – 12**



**DRUG TESTING  
POLICY**

## Drug Testing Policy

The Gibsonburg School Board of Education Drug Testing policy was formed because of a concern that alcohol and illicit drugs may be used by Gibsonburg High School and Middle School students. The Gibsonburg Board of Education desires to implement a policy which will attempt to provide this district with a safe and healthy student program. This policy reflects the Gibsonburg Board of Education and the community's strong commitment to establish a truly drug and alcohol free school program. Because of the pervasive nature of drug use in our local schools, the Gibsonburg School district has selected all student athletes, students in extracurricular activities and all student drivers.

### **Purpose of this policy shall be:**

1. To provide a healthy and safe environment to all students participating in an athletic or extracurricular program as well as student drivers.
2. To discourage all students from using drugs and alcohol.
  - a. Students will assume all responsibility for regulating their personal lives in ways that will result in their becoming healthy members of a team and worthy representatives of the school and community.
3. To provide students with the opportunity to become leaders in the student body for a drug free school.
4. To provide solutions for the student who does use drugs and alcohol.
5. To provide the school with positive guidelines and disciplinary policies for violations of the drug free policy.
6. To encourage those students who participate in athletic programs, co/extracurricular programs and drive to school to remain drug free and alcohol free.

### **Definitions**

#### **1. Student Athlete**

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

#### **2. Co-Extracurricular Student**

Any person participating in an Gibsonburg Middle and High School extracurricular program and/or contests under the control and jurisdiction of the Gibsonburg Schools. Extracurricular activities are defined in the Gibsonburg Schools student handbook.

#### **3. Student Driver**

Any person that has been approved to drive to school and has been issued a parking permit (at Gibsonburg or their chosen Career Tech Center) will be considered student drivers.

4. **Co-Extracurricular Season**

In-season start dates will begin with the first day of practice/meeting and end with the last scheduled contest/meeting/performance or the last day of the extracurricular, whichever comes last.

5. **Athletic Season**

In-season start dates will begin with the OHSAA directed first day of practice and end with the last scheduled contest or the last day of tournament play, whichever comes last. There are three athletic seasons: Fall, Winter and Spring

6. **Random Selection**

A system of selecting student athletes, students participating in co/extracurricular programs, or student drivers for drug and alcohol testing in which each student shall have a fair and equitable chance of being selected each time selections are required.

7. **Illegal/Illicit Drug**

Any substance included in U.S.C. 802 (6) or substance sold under the guise of a substance included in U.S.C. 802 (look alike), 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.

8. **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 an 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 medical purposes in accordance with the 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: a) authorized by a medical prescription from a licensed physician and kept in the original container, which shall state the student's name and directions for use or: b) an over-the-counter medicine.

## Types of Testing

### 1. Team Testing

At the beginning of the first season (Fall), the beginning of the second season (Winter), and the beginning of the third season (Spring) of participation during the current school, all eligible athletes will submit to drug and alcohol testing. This testing will be completed within the first two 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. If a parent or student refuses to sign the INFORMED CONSENT AGREEMENT, the student shall forfeit his/her right to participate in his/her chosen sport.

### 2. Co-Extracurricular Testing

At the beginning of the co/extracurricular program/activity during of the current school year, all eligible students will submit to drug and alcohol testing. This testing will be completed within the first two weeks of the program/activity 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 Advisor/Teacher is responsible for ensuring that all students 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 co/extracurricular program/activity. If a parent or student refuses to sign the INFORMED CONSENT AGREEMENT, the student shall forfeit his/her right to participate in his/her chosen program/event.

### 3. Student Drivers

At the beginning of the current school year, all students that have been approved to drive to school and have obtained a parking pass (at Gibsonburg or their chosen Career Tech Center) as well as any student who later receives and is approved to be a student driver during the current year will submit to drug and alcohol testing. This testing will be given on a specific date and time. The collection process will take place on school property or at a Board of Education approved testing facility. The Building Principal is responsible for ensuring that all student drivers and their parent/guardian/custodian properly sign the INFORMED CONSENT AGREEMENT prior to testing. Any student moving into the District or any new student driver shall be tested prior to the time he/she is approved to drive to school. If a parent or student refuses to sign the INFORMED CONSENT AGREEMENT, the student shall forfeit his/her right to obtain a student parking permit and to drive to school (Gibsonburg or chosen Career Tech Center).

**\*\*\*Note: If a student misses the testing time, they must make arrangements to be tested at Great Lakes Biomedical (25660 Dixie Hwy, Perrysburg, OH 800-320-0668) within 48 hours of the scheduled date. School Administration has final say with special circumstances.**

#### 4. Random Testing

In-season random testing determined by team, activity, and student driver rosters, shall be done throughout the school year for any student who is currently participating in athletics, co/extracurricular and/or is a student driver this school year. Each team, co/extracurricular, or student drivers may have up to 20% of its eligible students tested, per random selection. A student may be tested more than once per season. In the event of a positive result, the specimen will be sent to a laboratory for confirmation of results and a certified Medical Review Officer will determine the results.

a. **Random Selection of student athletes:**

The Athletic Coordinator/Director, under the Principal's supervision, will use a system to ensure that students are selected in a random fashion. This system is a computer generated process of random numbers or names by pulling numbers from a pool of numbers equal to the number of eligible athletes.

b. **Random Selection of students in extracurricular programs:**

The Teacher or Advisor, under the Principal's supervision, will use a system to ensure that students are selected in a random fashion. This system is a computer generated process of random numbers or names by pulling numbers from a pool of numbers equal to the number of eligible students.

c. **Random Selection of student drivers:**

The Building Secretary, under the Principal's supervision, will use a system to ensure that students are selected in a random fashion. This system is a computer generated process of random numbers or names by pulling numbers from a pool of numbers equal to the number of eligible students.

d. **Scheduling of random testing:**

Random testing will be unannounced. The day and date will be selected by the Athletic Director, Co-Extracurricular Advisor or Building Secretary and confirmed with the building administrator. Random testing may be done weekly.

#### 5) Drugs for Which Athletes May be Tested

LSD, Alcohol, Marijuana, Amphetamines, Methadone, Anabolic Steroids, Methaqualone, Barbiturates, Nicotine (tobacco), Benzodiazepines, Opiates, Cocaine, Propoxyphene (Darvon), or any substance included in 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.

## 6) Collection Process

The student will be notified to report to the collection site. A specimen from the student will be collected and all students tested will follow this process:

- All students must have a School ID or be identified by the Athletic Coordinator/Director or Principal.
- No Exceptions allowed
- Drug testing area must be secured during the testing
- Only lab technicians and students will be witness to the test.
- Privacy must be kept for all students

**The Athletic Director, Advisor/Teacher, and/or Building Principal is responsible for ensuring that all of the forms are completed and signed by both parent/guardian/custodian and a student. No student is to enter the collection area until form is properly signed and proper ID is provided.**

When students arrive and cannot give a sample, they will need to start drinking water, pop, or juice. After 36 oz. the human body will need to urinate. No bags, backpacks, purses, cups, containers or drinks will be allowed to enter the collection area. All coats, vests, jackets, sweaters, hats, scarves, or baggy clothing must be removed before entering the collection site. Only pants and t-shirts or dresses may be worn in the collection area. Any infringement of the rules will result in the student taking the test over.

Students processed by the lab technician who cannot produce a sample will be kept in a secured area to wait until they can test. If they leave this area they will not be allowed to test. They are not to have contact with anyone until after the sample is given.

Dye will be added to the toilet and the students will urinate directly into a collection cup given to them by the lab personnel. The lab personnel will stand outside the stall and listen for normal sounds of urination.

Any and all adulteration of the specimen will be detected and considered the same as a test refusal or 1st time infraction. (The lab checks every sample for adulteration, such as additives you drink for your urine to change the sample). We will treat adulterations and diluted samples as first time offenses. They are not called positives, but have the same consequences. A retest will be required within 24 hours. Any suspicion of tampering with the sample will be brought to the tester's attention. The sample will be sent to the lab for immediate confirmation of tampering.

The sample must be taken in one attempt and be at least 30 ml in size. The student must hand the cup to the lab technician. Students are not to flush the toilets or urinals. In the event that a student flushes the toilet the student will be required to give a new sample immediately or the sample will be invalid.

With the student watching, the lab technician will recap the sample and hand it to the student who must return it to the intake technician. In the event that the student does not hand the cup directly to the intake technician, the sample is invalid and a new sample must be taken. If the student leaves the collection area or has contact with anyone, the sample will be invalid and the student will have to give another sample. Students will be asked to hold out their hands after testing is complete. A sanitizer will be put on their hands.

This collection procedure is subject to change because of procedural requirements by the testing agency. The school board reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the testing agency. When using rapid screens all non-negative screens will be sent out with a chain of custody to a certified laboratory for confirmation. A certified medical review officer will verify the positive test.

Any student that tests positive will have to be tested weekly for the term of a 5 week program with drug counseling at the expense of the student and/or parent/guardian/custodian. Great Lakes BioMedical will do testing only so long as this is the company the school selects.

In the event a student is unable to provide a urine sample in an appropriate amount of time (random test during school), the student will submit an oral sample. Each student upon signing in will be given a capsule with a random number that corresponds to the student's name. The student will then be instructed to take a seat in a monitored area. Technicians from Great Lakes Biomedical will approach each student with an oral swab. The technician will witness the student placing the swab in his/her mouth. The Great Lakes Biomedical technician will plunge the swab into each student's capsule once they have collected enough saliva. If the amount of saliva collected was not enough, the student must place the swab back in their mouth until the required amount is reached. Once enough saliva is collected, the student will be instructed to take their capsule back to the check in table and give the capsule to the technician who will record the student as having completed the test. Once all students have completed the oral screening, the Great Lakes Biomedical technicians will test each sample and report any and all positive results.

## Results of a Positive Test

Any positive drug test will be made known to the building administrator and athletic director, who in turn will notify the parents/guardians/custodians of the student.

### **If a positive test occurs for a student athlete:**

The First Violation, or the first positive drug test, the student will be required to:

- a) Make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for a chemical dependency assessment and follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing the Athletic Department with documentation that the athlete completed all recommendations of the counselor.

AND

- b) Student will be denied participation for a minimum of 50% of the remainder of that sporting season's regular season contests. In addition, the student will not be permitted to participate in any scrimmages until the end of the suspension of regular season contests. The student may participate in practices during the suspension. Should the athlete have a positive result at the conclusion of the season, the suspension will then carry over to the next sporting season. If the student does not complete dependency counseling, including forwarding the necessary documentation to the Athletic Director, the suspension will remain until counseling is completed.

The Second violation, on the second positive drug test, the student will:

- a) Make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for a chemical dependency assessment and follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing the Athletic Department with documentation that the athlete completed all recommendations of the counselor.

AND

- b) Student will be denied participation from athletics for one calendar year from the date of notification of the violation.

The third violation, or the third positive drug test, **the student will be permanently denied participation in athletics in the Gibsonburg School District.**

Violations will accumulate throughout grades 7-12.



**If a positive test occurs for a student in co/extracurricular (non-athletic):**

The First Violation, or the first positive drug test, the student will be required to:

- a) Make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for a chemical dependency assessment and follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing the Teacher/Advisor or Building Principal with documentation that the student completed all recommendations of the counselor.

AND

- b) Student will be denied participation in his or her co/extracurricular activity for six (6) weeks.

The Second violation, or the second positive drug test, the student will:

- a) Make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for a chemical dependency assessment and follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing the Building Principal with documentation that the student completed all recommendations of the counselor.

AND

- b) Student will be denied participation from co/extracurricular for one calendar year from the date of notification of the violation.

The third violation, or the third positive drug test, the student will be permanently denied participation in non-athletic co/extracurricular programs in the Gibsonburg School District.

Violations will accumulate throughout grades 7-12.

**If a positive test occurs for a student driver:**

The First Violation, or the first positive drug test, the student will be required to:

- a) Make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for a chemical dependency assessment and follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing the Building Principal with documentation that the student completed all recommendations of the counselor.

AND

- b) Students driving privileges will be suspended for a minimum of six (6) weeks. Should the student have a positive result at the conclusion of the suspension, the suspension will then include the rest of the school year or to the next school year. If the student does not complete dependency counseling including forwarding the necessary documentation to the Building Principal, the suspension will remain until counseling is completed.

The Second violation, or the second positive drug test, the student will:

- a) Make an appointment with a certified chemical dependency counselor (or at an agency certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services) for a chemical dependency assessment and follow the recommendations of the counselor. The parent/guardian/custodian is responsible for all expenses and for providing the Building Principal with documentation that the student completed all recommendations of the counselor.

AND

- b) Student will be denied driving privileges for one calendar year from the date of notification of the violation.

The third violation, or the third positive drug test, **the student will be permanently denied driving privileges in the Gibsonburg School District.**

Violations will accumulate throughout grades 7-12.

**SELF REFERRALS**

A student athlete, student participating in an co/extracurricular activity, or a student driver may give a once a year self-referral. This may be done only twice in 4 years. Self-referrals can only happen before a test is done and before the random selection is complete. Counseling and additional testing are required and no other punitive action is taken.

# GIBSONBURG SCHOOLS INFORMED CONSENT AGREEMENT

STUDENT NAME \_\_\_\_\_

GRADE \_\_\_\_\_

## AS A STUDENT:

- I understand and agree that participation in athletic activities, co/extracurricular activities and driving to school is a privilege that may be withdrawn for violations of the Gibsonburg Schools Drug Testing Policy.
- I have read the Drug Testing Policy and thoroughly understand the consequences that I will face if I do not honor my commitment to the Drug Testing Policy.
- I understand that when I participate in any covered program I will be subject to initial and random drug & alcohol testing, and if I refuse, I will not be allowed to practice or participate in any covered program activities. I have read the informed consent agreement and agree to its terms.
- I understand this agreement is binding while I am a student in the Gibsonburg Schools system.

STUDENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## AS A PARENT/GUARDIAN/CUSTODIAN:

- I have read the Gibsonburg School district drug testing policy and understand the responsibilities of my son/daughter/ward as a participant in athletic activities, co/extracurricular activities, or is driving to school in the Gibsonburg School district.
- I pledge to promote healthy lifestyles for my student.
- I understand that my son/daughter/ward, when participating in any covered program, will be subject to initial and random drug and alcohol testing, and if he/she refuses, will not be allowed to practice or participate in any covered activities. I have read the informed Consent Agreement and agree to its terms.
- I understand this agreement is binding while my son/daughter/ward is a participant in athletics, co/extracurriculars or is a student driver in the Gibsonburg School district.

PARENT/GUARDIAN/CUSTODIAN SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

PARENT GUARDIAN/CUSTODIAN PRINTED NAME \_\_\_\_\_

PHONE \_\_\_\_\_

## INFORMED CONSENT AGREEMENT

We hereby consent to allow the student named on the reverse side to undergo drug testing for the presence of illicit drugs, alcohol, or banned substances in accordance with Policy and Procedures for Drug Testing of the Gibsonburg School District.

We understand that testing will be administered in accordance with the guidelines of the Gibsonburg School District Drug Testing Policy for student athletes.

We understand that any sample taken for drug testing will be tested only by a Board approved company.

We hereby give our consent to the company selected by the Gibsonburg School Board of Education, its employees, or agents, together with any company, hospital, or laboratory designated to perform testing for the detection of drugs.

We further give our consent to the company selected by the Gibsonburg School Board of Education, its employees, or agents, to release all results of these tests to designated School District employees or agents. We understand that these results will also be available to us upon request.

I, the student, hereby authorize the release of the results of such testing to my parent/guardian/custodian.

We hereby release the Gibsonburg School Board or Education and its employees or agents from any legal responsibility or liability for the release of such information and records.

This will be deemed a consent pursuant to the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g as amended, and the Ohio Revised Code 3319.321, for the release of the test results as authorized by the Informed Consent Agreement or as required by law.

## “ Opt In” Student Drug Testing Program

Great Lakes Biomedical is pleased to provide affordable access to student drug testing at the request of the parents or legal guardian. With our **Opt In** student drug testing program we allow students not currently involved with co/extracurricular activities, as requested by parents within our school districts, to participate in the district’s random student drug testing program. Results are 100% confidential and reporting goes directly to the parents.

### *How the program works*

- The parent/guardian can obtain our **Opt In** student drug testing consent within your district's office.
- Read and sign the Informed Consent Agreement. The student must also sign this agreement.
- Turn in the signed agreement and payment for the cost of the student drug testing. Identification of students may be required at the time of testing.
- Upon completion of the testing, the Medical Review Officer will finalize results and will notify the parent/guardian of any positive testing results. **Results will not be released to any other party without written consent of the parent/guardian.**
- If a positive test result occurs, the parent/ guardian may request counseling or follow up testing within the program.

Our **Opt In** program is available to any student who is enrolled within the district. Great Lakes Biomedical will not attempt to diagnose substance abuse problems. We only want to provide another tool to parents and guardians in making informed decision on what might need to be done to help their children.

Opt-In Student Drug Testing Consent

STUDENT NAME: \_\_\_\_\_

GRADE: \_\_\_\_\_

AS A STUDENT:

I understand that I may be drug tested with my parents' consent under the Opt In student drug testing program. I understand this agreement is binding while I am a student in the school system.

STUDENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

AS A PARENT/GUARDIAN/CUSTODIAN:

I understand that by signing this consent I will allow the school district to perform drug and/or alcohol testing on my son or daughter, the results of which will be released to me and only me.

PARENT/GUARDIAN/CUSTODIAN SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PARENT/GUARDIAN/CUSTODIAN INFORMATION:

PRINTED NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_