

## RANDOM DRUG TESTS

### I. STUDENT ELIGIBILITY

The following groups of students will be eligible for random suspicionless drug testing:

#### A. Athletics and Co-Curricular Participants Grades 7-12

District Students who choose to exercise the privilege of participating in athletics or co-curricular activities that are defined in the Code of Conduct must agree to participate in the random suspicionless drug testing program. Student participants registering for sports or co-curricular activities will be provided with a consent form. The completion of the consent form by the student participant and, if the student is a minor, his/her parent or guardian(s), constitutes express permission and agreement that the student will submit to random suspicionless drug testing. Signing the consent, and adherence to the conditions thereafter, shall be a condition for participation in athletics and co-curricular activities.

#### B. All Students Who Register to Park a Motor Vehicle in a District Parking Lot

District students who choose to exercise the privilege of parking a motor vehicle in a District parking lot during the school day may apply for a parking permit. The parking permit application will include a consent agreement by which a student and at least one (1) parent or guardian, if the student is a minor, will agree the student is to be eligible for random suspicionless drug testing.

### II. CONSENT FORM

Students signing up for school athletics, co-curricular activities and parking permits shall be given a consent form, the execution of which by the student and, if the student is a minor, his/her parent(s)/guardian(s), constitutes express permission and agreement that the student will submit to periodic random drug testing. Signing the consent form, and adherence to its conditions thereafter, shall be a condition of participation in the athletic or co-curricular activity and parking privilege.

### III. RANDOM SELECTION OF STUDENTS FOR TESTING

A confidential testing schedule will be created by the site administrators prior to the initiation of testing to ensure randomness of testing.

A. Testing may only occur on student contact days during the academic year.

B. Student selection for testing will be conducted on a random basis:

1. The site administrator will assign a number to each student eligible for testing.
2. The student services director will supervise the selection of student numbers for testing.
3. A computer-based system designed specifically for the purpose of randomly selecting individuals for drug testing will be utilized.
4. The site administrator or designee will receive a list of numbers to be tested and forward the list of participants to a designated student services testing coordinator at the site.
5. Parents/guardians of students in 7<sup>th</sup> or 8<sup>th</sup> grade will be notified personally by all means on record that their student was selected for a random drug screen to provide them one hour advanced notice if they would like to be present for the testing due to the age of the student participants.

6. The student will be called to the student services office using the same timing and process used for students needing to report for passes for other reasons such as counseling, scheduling attendance, etc.
7. Alternate student selections will be made in the event of student absence or refusal to participate. Students who refuse to participate will remain ineligible for participation in athletic, co-curricular or parking privileges until tested.
8. The names of students selected will remain confidential except to the school administrators and students services staff who have a legitimate need to know.
9. Students who have tested positive previously will be included in a second random selection only among those students who have tested positive as a continued deterrent.
10. All positive results will be automatically retested prior to notification of parent/guardian and student.

#### IV. NOTIFICATION OF STUDENT PARTICIPANT SELECTED

Students selected to be tested will be called to the office during normal passing times. If a student participant has not been tested by the end of the test day, the Site Administrator or designee will determine if the student participant is absent from school. If the absence is due to truancy, the student participant will be ineligible for participation, practice, or competition/performance until the next testing date and then will automatically be tested on that date. If the absence is excused, the student participant will remain eligible for participation, practice and competition/performance but will automatically be tested the next testing date. If a student participant has a second excused absence, he or she will then be declared ineligible until the next test date at which time the student participant will be tested. Ineligibility may be waived upon review by the Site Administrator or Athletic Director.

#### V. TESTING PROCEDURES

A licensed contracted agency selected by the Director of Student Services shall take every reasonable precaution to collect an unadulterated specimen during the collection process and will provide an accurate chain of custody for each and every specimen. The random urine test will be conducted by a technician as a contracted agency of the District. The test will be conducted on site in a designated private restroom. The agency staff will supervise the test, however will not provide direct observation while the sample is being submitted. Information regarding the credentials of the selected facility can be obtained by contacting the AODA Coordinator or Director of Student Services.

The substances tested for may include, but not limited to: Marijuana, Opiates (heroin), Oxycodone, Ecstasy, Methadone, Barbiturates, Benzodiazepine, Methamphetamines, Cocaine, phencyclidine (PCP) or any other substance which is defined as a controlled substance unless pursuant to a legal prescription. The sample will not be tested for medical conditions or pregnancy.

All positive results will automatically be retested before notifying the parent/guardian and student. Student participants submitting an adulterated specimen will be re-tested, at the expense of the student or his/her parent(s) or legal guardian(s), in an observed setting. The student will be suspended for participation until retested.

#### VI. TESTING NEGATIVE

The contracted agency staff will contact the Site Administrator or designee within 24 hours of the testing date if results are negative. The parent(s) or legal guardian(s) of a student participant who tests negative will be notified by mail and/or email within three (3) days of the District's receipt of the information.

VII. TESTING POSITIVE

The contracted agency staff will contact the Site Administrator or designee within 24 hours of the testing date if the results are positive. The parent(s) or legal guardian(s) of a student participant who tests positive will be notified via personal contact by all means possible within twenty-four (24) hours of the District's receipt of the information. The student/athlete immediately becomes ineligible for participation in the student activity, subject to the exercise of options listed with Section IX. A certified letter will be sent through the mail to confirm receipt of the notice regarding the positive drug screen.

VIII. RE-TESTING

All positive tests will be automatically retested before notifying parent/guardian and student of the results. The student participant will have an opportunity within twenty-four (24) hours of the notification of the first positive test results to have the specimen re-tested in the certified facility of the family's choice and at its own expense. The Site Administrator or his or her designee may consult with medical professionals, with parent consent, to evaluate the results of the re-test, taking into consideration any evidence offered by the student. Should the re-test confirm a positive result, and there is not a satisfactory explanation for the positive results, all conditions set forth in Section VIII and XI shall apply. The parent/guardian can choose to provide satisfactory information (e.g. prescription medication or over the counter medication the student is taking) directly to the testing agency instead of the school district if desired.

Test results and any information relating to the test results provided to the District by the student/parent(s)/guardian will be kept confidentially in a separate file from the student's records. Test results will only be shared with school administrators and student services staff who have a legitimate need to know.

IX. CONSEQUENCES

Positive test results will not be used in disciplinary proceedings, and students who test positive will not be referred to law enforcement. In the event of a positive test:

**First Violation:**

The student will be restricted from athletics and co-curricular participation (competition/performance) for a period of 40% of the participating student's co-curricular competitions/performances which the violating student would choose to participate in for one season (fall, winter or spring). If the student is not involved in any athletics or co-curricular activities at the time of the violation, the penalty will apply to the next season of participation.

WIAA regulations require a minimum penalty in the next sport if a student is not involved in a sport at the time of the violation. A student could not serve a penalty in a non-athletic event in the fall and participate in a winter athletic activity without the penalty being imposed in that winter sport. Parking privileges will be suspended for the equivalent of one (1) term.

If a student is found to be in violation of the athletic/co-curricular code and agrees to complete an AODA assessment and to follow the assessment recommendations, there shall be a 10% suspension for each co-curricular activity, the next season of participation. If a student fails to complete the assessment or follow the recommendations of the assessment then he/she shall serve the 40% suspension as outlined above. The reduction option applies to parking privileges as well.

Parent(s)/Guardian(s) that agree to participate in a Drug Awareness Group can reduce the suspension by an additional 10%.

Each suspension reduction listed can only be used one time.

**Second Violation:**

Suspension from athletic/co-curricular participation (practice and competition) and parking privileges for 50% of the season (the equivalent of one semester for parking privileges) from the date on which the penalty for the co-curricular code violation was implemented by administrative action.

If a student is found to have violated the athletic/co-curricular code a second time and agrees to complete an AODA assessment and to follow through with the assessment recommendation, his/her period of suspension will be reduced by 10% if not used in the first violation. If a student fails to complete the AODA assessment or fails to follow the recommendations of the assessment, he/she will be suspended from participation for 50% of the season from the date the penalty for violation of the co-curricular code is implemented by administrative action. The reduction option applies to parking privileges as well.

Parent(s)/Guardian(s) that agree to participate in a Drug Awareness Group can reduce the suspension by an additional 10%, if not used in the first violation.

**Third Violation:**

If a student is found to have violated the athletic/co-curricular code for a third time, the student will be suspended from participation (practice and competition/performance) in co-curricular activities and parking privileges for one year from the date of the suspension.

Athletes who are or who have served a suspension during the season must finish the season in good standing for the suspension to count.

Students that are found to be under the influence of alcohol or other drugs while at school will continue to be subject the school discipline consequences outlined in the student handbooks.

The intent of the policy is to deter students from any drug use and to help identify students in need of support and intervention for current drug use. This support may include, but not be limited to, Student Assistance Groups, Counseling Resources, AODA assessment. At any time, a parent can contact the Student Services staff at their child's school to receive information regarding resources or referrals for parent-initiated drug screening or AODA assessments.

**X. REGAINING ELIGIBILITY**

After the conclusion of the period of exclusion from participation in the co-/extra-curricular activity as outlined in section IX, the student participant will again be eligible to participate. No fees paid for participation in athletics, co-curricular activities or parking will be refunded due to a student suspension.

**XI. CONFIDENTIALITY**

The results of any test administered under the terms of Board policy and rule shall be kept confidential and disclosed only to the student, his/her parent(s) or legal guardian(s), and school officials designated by the Superintendent who have a legitimate need to know consistent with legal requirements. The results of the testing shall not be used as a basis for any disciplinary action other than disqualification as provided for in this policy, the District's or the WIAA rules and regulations. The test results will not be part of the student's permanent record but will be kept in a secure file, separate from the student record, in the Student Services Office.

OCONOMOWOC AREA SCHOOL DISTRICT  
CO-CURRICULAR RANDOM DRUG TESTING PROGRAM

**CONSENT/RELEASE FORM**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent/Legal Guardian Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Home Telephone No: \_\_\_\_\_

Work Telephone No.: \_\_\_\_\_ Cell Telephone No.: \_\_\_\_\_

"I, \_\_\_\_\_, am the parent /legal guardian of  
\_\_\_\_\_ (name of student).

Check one or both:

\_\_\_\_ I consent to my child's participation in co-curricular activities within the Oconomowoc Area School District.

\_\_\_\_ I consent to my child registering to park a motor vehicle in a District parking lot.

I understand that as a condition of participation in co-curricular activities and/or the exercise of parking privileges, my child will be subject to random drug testing pursuant to the Oconomowoc Area School District's Random Drug Testing Policy (Policy No. 377.2)".

I understand that the District will test for the presence of certain substances which may include marijuana, opiates, cocaine, amphetamines, performance enhancers and phencyclidine (PCP). The District reserves the right to test for any other drug, within the meaning of the Policy, at the discretion of the School District Administration.

I consent to my child's participation in the Random Drug Testing Program pursuant to the terms of the District Policy. I also consent to the release of information concerning the results of the Random Drug Testing Program to the Oconomowoc Area School District's personnel who hold a legitimate educational interest.

Since our child has elected to become a member of a Oconomowoc Area School District co-curricular program and/or to exercise District parking privileges, we agree to abide by the Random Drug Testing Policy which I/we have read and understand.

\_\_\_\_\_  
Signature of Parent(s)/Legal Guardian(s)

\_\_\_\_\_  
Date

I, \_\_\_\_\_, have read and understand the statement above. I understand that my participation in co-curricular activities and/or my right to parking privileges is subject to random testing under the District's Random Drug Testing Policy. Since I have elected to become a member of a Oconomowoc Area School District co-curricular program and/or seek parking privileges at the High School, I hereby agree to abide by the Random Drug Testing Policy which I have read and understand.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Date

OCONOMOWOC AREA SCHOOL DISTRICT  
CO-CURRICULAR RANDOM DRUG TESTING PROGRAM

**REFUSAL TO PARTICIPATE**

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent/Legal Guardian Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Home Telephone No: \_\_\_\_\_

Work Telephone No.: \_\_\_\_\_ Cell Telephone No.: \_\_\_\_\_

"I, \_\_\_\_\_, am the parent /legal guardian of \_\_\_\_\_ (name of student), and I understand that as a condition of participation in the Oconomowoc Area School District co-curricular programs and/or the exercise of parking privileges at the Oconomowoc High School, my child will be subject to random drug testing pursuant to the Oconomowoc Area School District's Random Drug Testing Policy (Policy No.377.2)"

"We, the undersigned, are refusing to participate in the Oconomowoc Area School District's Random Drug Testing Program. We understand that by refusing to participate in the Program, my child will not be allowed to participate in the co-curricular programs, nor will my/our child be permitted parking privileges at the Oconomowoc High School. I/we have read and understand the District's Random Drug Testing Policy."

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent(s)/Legal Guardian(s)

\_\_\_\_\_  
Date