

Sherwood Cass R-VIII School District  
2021-2022 STUDENT DRUG TESTING  
Grades 7-12

Drug abuse is a serious problem. Schools, including Sherwood Cass R-VIII School District are not immune. Even students involved in extracurricular activities are increasingly using alcohol and are experimenting with “street drugs” such as marijuana and cocaine.

The administration of Sherwood Cass R-VIII School District has noted and documented both formally and informally, an increase in the use of drugs by students, including those students participating in extracurricular activities, **as well as those who use driving privileges.**

The Sherwood School Board was presented a student drug use survey and the Cass County Sheriff’s Department presented information showing drug use is a problem in the county.

The drug-testing program described in this policy is part of an overall physical conditioning program at Sherwood Middle and High School. The goal is not to levy discipline, but rather to aid in the discovery and prevention of possible drug-related problems. The key component of this program is opening the lines of communication between students and parents about the serious matter of drug usage and abuse.

A student using drugs is a danger to him or herself as well as other students. All students in the Sherwood Cass R-VIII School District who choose to participate in extracurricular activities or use campus facilities to park their vehicle are entitled to do so in a drug-free environment. This policy includes the students in grades 7-12.

As a condition of participating in extracurricular activities and using campus parking, high school and middle school students and their parents must consent to random drug testing of the students as further defined in this policy.

This program does not affect other policies and practices of the Sherwood Cass R-VIII school district in dealing with drugs or alcohol use or possession where reasonable suspicion is obtained by means other than the mandatory and random sampling discussed in this policy.

All students who will participate in extracurricular activities during the school year and who complete and return the consent forms within the deadlines set by the Board of Education will be included in the testing pool and may be selected for testing as soon as the student is officially enrolled in the drug testing program, even if the extracurricular activity has not yet begun. If a student is 18 years of age and living with their parent/guardian, they still must have both student and parent/guardian signature. If the student is 18 years of age and has established a residence on their own, the student’s signature is all that is required.

## Definitions

Extracurricular Activities – Means any school sponsored extracurricular activity and/or a performance in which a student represents the district, in the opinion of the district's administration. Extracurricular activities that will be tested are all Missouri State High School Activities Association (MSHSAA) regulated activities and events. The following activities include but are not necessarily limited to athletics, **archery**, band, choir, cheerleading, academic competition, Future Farmers of America (FFA), Future Business Leaders of America (FBLA), Family Career Community Leaders of America (FCCLA), **Speech & Debate**, Science Olympiad, Math Relays and Flags. This list is subject to change on a yearly basis. The list of extracurricular activities to be tested will be published at the yearly drug testing program informational session before school starts. When an activity or performance is part of a course offered by the school, such as band, choir or forensics, the student's grade or enrollment in the course will not be conditioned upon consenting to drug testing. However, the student will be given an alternative assignment in lieu of the activity or performance if the student and his/her parents do not consent to drug testing. The students that are enrolled in these courses will be notified at the beginning of each semester, if possible, which activities or performances they will be precluded from participating in and the alternative assignment.

Performances – means the scheduled games, matches, contests, or performances (including District, Sectional and State contests) for the activities listed above, where a student leaves campus or will compete against a visiting school.

Driving Privileges - for the purpose of this policy, driving privileges are defined as permissions given to students to legally drive to and park their vehicle on school property. This includes when school is in session or during events that are on campus but outside of normal school hours, including competitions, performances, scrimmages, practices or for the purpose of parking to ride school transportation to a performance at another school.

Consent Form – means the parent/Guardian Drug Testing Consent Form which is adopted by the district's administration.

SAMSHA – Substance Abuse Mental Safety Health Administration

MRO- Medical Review Officers – The district will contract with an MRO to investigate all non-negative results. The MRO will determine the causes of a **non-negative** result. An example of a MROs purpose is to determine if a prescription would cause a **non-negative** test. After the MRO has finished the investigation the school will be notified of the positive or medical non-negative results.

Administration - The administration shall consist of the superintendent, high school principal, middle school principal, the drug testing coordinator, school nurse and other people as assigned for the needs of conducting and administering this drug testing policy.

**Drug Testing Coordinator** - The district Drug Testing Coordinator (DTC or DC) will serve as the liaison between the MRO, drug testing company and its representatives and the school district, its students and the parents/guardians of the students. For this policy and its procedures, they will be considered part of the 'administration'.

### **Procedures and Guidelines**

The school district will determine the amount of tests performed each school year. Additionally, the school district will determine how many students will be tested.

Each school year, prior to the beginning of school, all participating students and their parents/guardians will be invited to attend a drug awareness session. At the session, each student and parent/guardian shall receive information about the problems of drug use and receive a copy of the Sherwood Cass R-VIII School District drug testing policy and its procedures. During each session, students and parent(s)/guardian(s) will have the opportunity to ask questions they have regarding the program. A consent form must be turned in by the end of the first week (5 calendar days or date announced by administration) of the school year or the student will not be eligible to participate in extracurricular activities or use campus driving privileges. It is recommended that students and parent(s)/guardian(s) sign up for the drug testing program even if they are not sure the student will participate in an extracurricular activity. If a student is new to the district, they have one (1) week from their date of enrollment to sign up for the drug testing program.

At the conclusion of the session, the student shall take home the drug testing policy and have the consent form signed by both the student and a parent/guardian. This policy and consent form contains the procedures for mandatory and random drug testing. It provides that the student and the parent/guardian must sign the consent form to be eligible to participate in extracurricular activities or use campus driving privileges at Sherwood Cass R-VIII School District. If a student is 18 years of age and living with their parent/guardian, they still must have both student and parent/guardian signature. If the student is 18 years of age and has established a residence on their own, the student's signature is all that is required.

Each student that has signed a consent form will be assigned to the random pool for the duration of their participation in the drug-testing program. For random drug testing, each student will be assigned a number that will be maintained with administration. This number will be the student's identification number for testing and will not change. Only the district staff designated by the superintendent to assist the drug testing coordinator in administering the drug testing program will have access to student numbers. Such random drug testing may occur at any time during the school day. The drug-testing company will randomly select numbers and the drug testing coordinator will match the selected numbers to the master list of participants. Participants will be called for testing in the order listed until all have been identified as available for testing. Testing will occur during the school year only and regardless if that student's activity is in season or not or if their club is meeting or not. Students who wish to drop out of the drug pool must have their parent/guardian come to the school and meet with the principal. The student and

parent/guardian must sign a release form stating that they no longer wish to participate in the drug testing pool. If the student is 18 years of age and living on his or her own, they still need to come in and meet with the principal to drop out of the testing pool. Once a student enters the pool, they must remain in the pool for the remainder of that school year to be eligible to participate in extracurricular activities for that school year.

### **Parent-Requested Participation**

Parents of students who wish for their student(s) to participate in the drug-testing program may voluntarily enroll the student(s) in the district's program even if the student is not involved in extracurricular activities. If selected and the test is non-negative, the parent will be notified of the non-negative test, but the student will not be penalized through this policy or the student discipline policy of the Sherwood Cass R-VIII School District.

### **Testing Protocol, Privacy and Confidentiality**

The testing method to be administered will be urinalysis. Appropriate steps will be taken to respect the privacy of students while, at the same time, preventing falsification of testing. Upon receiving a notice from the administration that the student has been selected for a random drug test, the student will go to an assigned area and wait until their turn to produce a specimen. A representative of the Sherwood Cass R-VIII school administration or school nurse will be present during the testing procedure.

Prior to being **asked to provide a sample**, the student will be given an identification number by a school official. When **asked to provide a sample**, the student will proceed to the testing site. The student will present the identification number to the **technician administering the test**, who will record that number on the tests recording form. The **technician** will then ask the student to remove hats and outer garments (if any), **such as jackets or hooded sweatshirts**, and place the contents of the pockets on the testing table. The student will be allowed to return any non-containers to their person. A collection cup will be selected and opened.

Collection protocol will follow acceptable industry standards that insure privacy and confidentiality to the donor. When the test administrator completes the screening process, the student will be permitted to leave the test area. If the screening test indicates a non-negative screen, the verification process will be implemented.

If a student is unable to produce a urine sample, the student will undergo a time limit of three (3) hours in order to produce a sample. At that time if the student is still unable to produce a sample, the student must make an appointment with a doctor to see if a medical reason exists to explain the inability to produce a sample and a 30 day suspension will begin. The suspension will be lifted if a medical cause is proven.

The test results will remain confidential and will only be released to the student, his or her parent(s)/guardian(s) and approved school officials. Regardless of a non-negative test or not, parent(s)/guardian(s) will be notified through a letter that their child was randomly tested that school day. In addition, the test results will not be used for student

discipline and will not become part of the student's permanent record/transcript or communicated to any other party. All files regarding the participants in the program, as well as test results shall be kept strictly confidential and will be kept separate from the mandatory school files required for each student. If the student tests non-negative, the results will only be used to determine eligibility for participation in extracurricular activities and driving privileges as defined in this policy. The results will not be used to suspend or expel a student from school, will not be included in the student's disciplinary record and will not be communicated to any other party unless the district is subpoenaed.

### **Verification of Sample**

Verification of sample will vary with drug testing company that is hired to do random testing with school district. Only a SAMSHA-certified lab will be used.

### **Disclosure of Other Medications**

Upon confirmation by a SAMSHA-certified (Substance Abuse Mental Safety Health Administration) laboratory of a positive specimen, the parents/guardians of the student will be **notified by the administration that they should contact the MRO. The MRO will ask the parents/guardians for certain medical information such as prescribed medications, names of pharmacies or doctors who prescribed the medications.**

The MRO will then verify the validity of the result. If medication produces a legitimate medical reason for the presence of the drug, the results may be deemed as negative by the MRO. If there is not legitimate or acceptable medical explanation, the positive result will remain. Proof of medication can be given through the presentation of a prescription bottle or through doctor verification. The school will not make any decisions of a medical nature.

### **Consequences**

A student who has initially consented to be tested may refuse to be tested, but if he or she chooses to do so, he or she will immediately be suspended from participating in extracurricular activities **and driving privileges** for the remainder of the school year.

If at any time during the testing procedure the **technician** has reason to believe or suspect that a student is tampering **with or falsifying the specimen or using a sample that is not biologically theirs**, the **technician** may stop the procedure and inform the **administration** who will then determine if a new sample should be obtained, or if the student should be considered to have refused to provide a specimen. If tampering is suspected and a student refuses to provide an untampered specimen, then the student will be determined to have tampered with a specimen and shall be deemed to have a positive test result and shall be subject to the appropriate consequences depending on previous positive test results, if any. Administration will also determine **other** punishments as appropriate.

Consequences for a positive test shall be suspension from participation in all extracurricular activities and/or driving privileges for a period of 30 calendar days from when the test results are determined by the MRO. The student will be reinstated after the 30 days, but will be tested on the next test date. The student will attend practice sessions, continue to attend team functions and sit with fellow participants during the activities but may not participate in any competition or performance.

After a student tests positive for illegal substances, he or she will be subject to non-random testing at the request of the administration for the remainder of the student's participation in extracurricular activities for the current school year. A second positive test during the 365 calendar days immediately following the first positive test, mandatory or random, will result in the student being ineligible to participate in all extracurricular activities and/or driving privileges for an additional 365 calendar days.

A third positive test results in the permanent loss of extracurricular eligibility and/or driving privileges during his or her high school career.

Consequences for middle school will be the same as those outlined in this policy. One exception will be that as freshmen the consequences will start over. A second chance will be given to incoming freshmen that may have violated this policy as middle school students.

Students that are covered by this policy and its addendum (parking lot privileges) will serve both consequences. In essence a student will not be able to participate in an interscholastic event nor will they be able to use campus parking.

### **Drug Counseling and Assistance**

Upon request, the district's counselors will provide information on treatment programs and other resources available in the community.

### **Drugs that the Sherwood Cass R-VIII School May Test For**

As testing technology changes and drugs are adapted, tests for different drugs may be included. Drugs tested for include, but may not be limited to Marijuana (THC), cocaine family, amphetamine family, benzodiazepines, barbiturates, methadone, oxycodone, methamphetamine, phencyclidine (pcp), MDMA (ecstasy), propoxyphene (synthetic opium) and alcohol will compose the test. The school district will pay for all random drug screenings.

Sherwood Cass R-VIII School District

Random Drug and Alcohol Testing Program:  
Student Consent to Test Form

I understand fully that my performance as a participant and the reputation of my school are dependent, in part, on my conduct as an individual. I hereby agree to accept and abide by the standards, rules and regulations set forth by the Sherwood School District Board of Education and the sponsors for the activity in which I participate.

I authorize the Sherwood School District to conduct a test of urine which I provide on-site for alcohol and/or drug use if drawn from the random pool. Pursuant to the regulations of the Random Drug and Alcohol Testing Policy, I also authorize the release of information concerning the results of such tests to designated District personnel.

I understand that I may be randomly drug tested for a period of one (1) calendar year from the submission of this form.

\_\_\_\_\_  
Student Name (print)      Current Grade

\_\_\_\_\_  
Student ID # (leave blank)

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name (print)

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

☐ A copy of the policy was made available to me.

Sherwood Cass R-VIII School District

Random Drug and Alcohol Testing Program Withdrawal Form:

I, \_\_\_\_\_ wish to withdraw from the random drug testing pool for the current academic school year. I understand that I will:

- a. not be randomly selected or tested in the drug testing program at Sherwood for the remainder of the academic school year.
- b. not be allowed to join, participate in or compete in any MSHSAA regulated sports and activities.
- c. not be able to join, participate in or compete with clubs such as FFA, FBLA, FCCLA, or other clubs as designated by the administration.
- d. not be able to perform or compete with the school band or choir.
- e. not be able to join, participate in or compete with other non-athletic activities as designated by the administration
- f. revoke my driving privileges, to and/or from school grounds and forfeit any fees that may have been paid.
- g. forfeit any athletic or activity awards, recognitions, or post-season honors that I may have earned from this moment to the end of the academic year. I will retain any awards or recognitions that I have already received.
- h. be unable to rescind this withdrawal or reenter the drug testing pool for the remainder of the academic school year.
- i. be able to re-enter the random drug testing pool next academic school year.

I have read and understand the above consequences for withdrawing from the random drug testing pool. I understand that by withdrawing from the pool, I will not be able to re-enter the pool, or participate in extracurricular activities, as explained above, for the remainder of the academic school year. I understand that I will be able to re-enter the drug testing pool at the beginning of the next academic school year. I also understand that there are no academic repercussions for withdrawing from the program.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal signature

\_\_\_\_\_  
Date