

KANKAKEE VALLEY SCHOOL CORPORATION

**EXTRACURRICULAR ACTIVITIES AND STUDENT
DRIVER DRUG
TESTING PROGRAM**

Adoption date: December 22, 2008

Amended: May 26, 2009

Amended: October 9, 2017

Effective date: July 1, 2009

KANKAKEE VALLEY SCHOOL CORPORATION EXTRA-CURRICULAR ACTIVITIES & STUDENT DRIVER DRUG TESTING PROGRAM

A STATEMENT OF NEED AND PURPOSE

A program of deterrence will be instituted as a pro-active approach to a drug free school. The purpose of this program is three fold: (1) to provide for the health and safety of students; (2) to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs; and (3) to encourage students who use drugs to participate in drug treatment programs.

Students involved in extra-curricular activities need to be exemplary in the eyes of the community and other students and should not be under the influence of drugs. Students, who drive to and from school, are also subject to the random drug testing. The purpose of this program is to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug free lifestyle. The program is not punitive. It is designed to create a safe, drug free, environment for students and to assist them in obtaining help when needed. No student shall be expelled or suspended from school as result of any verified "positive" test.

SCOPE

This policy applies to all Kankakee Valley School Corporation students in grades 6-12 who wish to participate in extra-curricular activities. It also applies to students 9 –12 who wish to drive to and from school academics. This policy covers school property which includes school buses, school bus stops, school grounds, school facilities, and facilities in which school sponsored activities occur. A school sponsored activity is any activity that is funded, in whole or in part, and/or supervised by the school or its agents. Included are athletic events both home and away, academic competitions, and any other extra-curricular activity supported by school funding (includes extra-curricular funds).

PROGRAM IMPLEMENTATION

The date of implementation of this program is July 1, 2009. The program does not affect the current policies, practices, or rights of Kankakee Valley School Corporation with respect to the drug and/or alcohol possession or use as outlined in the student handbook(s).

Testing may occur any time during the year, including conditioning, tryouts, Saturday practices, or meetings.

- 1) Each coach/sponsor shall hold a mandatory meeting with his/her team, club, group of students. All students will be presented a copy of the Drug Testing Program and a Consent Form that must be signed prior to any participation. Student drivers will attend a meeting whereby the Drug Testing Program and Driver's Consent Form are presented.

- 2) When a random drug test is administered and a student whose number is selected is absent, the student will be tested the next test date.
- 3) If a positive result is confirmed by the lab, the coach/sponsor or supervisor of the activity will be immediately notified. The parents and/or guardian will also be notified by phone and a letter.

NON-PUNITIVE NATURE OF POLICY

No student athlete, no student participating in extra curricular activities will be penalized academically for testing positive for illegal drugs or banned substances. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities unless there is a valid and binding subpoena or other legal process requiring disclosure. In the event of service of any such subpoena or legal process, the student and the student's legal guardian, or custodian will be notified before a response is executed to the extent permitted by such subpoena or legal process.

PENALTIES

Students, who are found to violate the Drug Testing Policy, will experience penalties as follows:

First Offense

The **student athletes** shall be immediately suspended from participation in the next consecutive 35% of the events, functions, contests, or other activities that the student was a member. If there are not 35% of the activities left in a school year, then the participation will carry over to the next school years activities.

Student drivers, first offense, shall have their driving privileges suspended for 30 school days including all school functions.

Non-Athletes, first offense, equals to 63 school days of suspension from extracurricular activities.

Second Offense

The student shall be suspended from any sport, extracurricular activity, curriculum related activity and/or driving to school for 365 calendar days from the day of violation.

Third Offenses

After the third offense, the student shall be suspended for the rest of the student's school career from all driving and/or extracurricular activities.

EXCEPTIONS

Students 18 years and older, who test positive for tobacco, will not be subjected to any penalties of this policy, however, the **Athletic Code's Year Round Rules** will still be enforced regardless of the student's age.

Students, who fail drug testing, shall not be penalized with grade reductions in academic classes.

BANNED SUBSTANCES

For the purpose of this Policy, the following substances or their metabolites are considered banned for Kankakee Valley School Corporation students. These are the substances that will be tested for under this policy.

Alcohol	Amphetamines	Anabolic Steroids
Barbiturates	Benzodiazepines	Cocaine Metabolites
LSD	Marijuana Metabolites	Methadone
Methaqualone	Opiates	Phencyclidine
Propoxyphene	Other Specific Drugs	Nicotine

TESTING PROCEDURES

The selection of participants to be tested will be done randomly by the contract provider and selections will be made from time to time throughout the school year. Each student will be assigned a number that will be used for the random selection. A computer-based system designed specifically for the purpose of randomly selecting individuals for drug testing may be used in place of the paper number drawing. Names will be drawn from one large pool of those agreeing to be tested. Testing may occur on a different day (Monday through Saturday) than the selection. The schedule will vary to keep students conscious of the possibility of being tested at any time during the year. A parent/guardian may request that his/her students name be placed in the drug testing pool.

No student will be given advance notice or early warning of the testing. In addition, a strict chain of custody will be enforced to eliminate invalid tests or outside influences.

Upon being selected for a test under this policy, either by random draw, request of a parent/guardian, or a "follow-up" test, a student will be required to provide a sample according to the quality control standards and policy of the laboratory conducting the analysis.

All students will remain under school supervision until they have produced an adequate specimen. In addition, the parents/guardian will be notified and informed if the student has declined to produce a drug testing sample.

If it is proven that tampering or cheating has occurred during the collection, the student will become ineligible for all the “extra-curricular activities” and driving privileges for the remainder of the school year. This will be reported to the parent/guardian. A diluted test result will be assumed to be positive.

Immediately after the specimen is taken, the student may return to class with an admit slip or pass with the time he/she left the collection site. The principal/designee must time and sign the pass.

The specimens will then be tested on-site or be turned over to the testing laboratory, and each specimen will be tested for alcohol, nicotine, and “street drugs” (which may include all drugs listed as controlled substances under the laws of the State of Indiana). Also, testing may be done for “performance enhancing” drugs such as steroids.

The laboratory selected must follow the standards set by the Department of Health and Human Services. It must be certified under the auspices of the Clinical Laboratory Improvement Act (CLIA) and the Joint Commission of Accreditation of Healthcare Organizations (JCAHO).

CHAIN OF CUSTODY

The certified laboratory will provide training and directions to those who supervise the testing program, set up the collection environment, and guarantee specimens and supervise the chain-of-custody. To maintain anonymity, the student’s number, not name, will be used.

The principal/designee will be responsible for escorting students to the collection site. The student should bring all materials with him/her to the collection site and should not be allowed to go to his/her locker. Calling four or five students at a time allows the collections to be carried out efficiently and will reduce the loss of classroom instructional time. Athletes may be tested after school.

Before the student specimen is tested by the laboratory, students will agree to fill out, sign and date any form which may be required by the testing laboratory. A student on prescription medication or over the counter medication may notify the administrator that he/she is taking a prescription medication. Such medication should be noted on the form.

The sample shall be sealed in the student’s presence. If the seal is tampered with or broken, after leaving the student’s possession and prior to arriving at the lab, the specimen is invalid. The student will be called again as soon as possible. The student will remain eligible for extra-curricular activities until a re-test verifies the positive result.

After it has been sealed, the specimen will be transported to the testing laboratory by lab personnel. The testing laboratory will report the results back to the principal/designee.

The result sheet for the analysis will be mailed back to the principal/designee with the number of each student who passed the testing and the number of those who did not pass the test. Names of students tested will not be kept in open files or on any computer. Result sheets will be locked and secured in a location that only the principal/designee has access to.

TEST RESULTS

The principal/designee will be notified of a student testing “positive” The principal/designee will notify the student and his/her parent/guardian. The student or his/her parent/guardian may submit any documented prescription, explanation, or information which will be considered in determining whether a “positive” test has been satisfactorily explained.

If the test is verified “positive”, the principal/designee will meet with the student and his/her parent/guardian at a school corporation facility. The student and parent/guardian will be given the names of counseling and assistance agencies that the family may want to contact for help.

A student driver who tests positive for banned substances will lose his/her driving privileges as outlined under the penalty section of this policy.

A “follow up” test will be requested by the principal/designee after the suspension period and after such an interval of time that the substance previously found would normally have been eliminated from the body. If the “follow up” test is negative, the student will be allowed to resume extra-curricular activities and/or driving.

If a second “positive” result is obtained from the “follow up” test, or any later test of that participant, the procedure outlined above shall be followed. In addition, the Kankakee Valley School Corporation reserves the right to continue testing any participating student who tested “positive” and did not have a satisfactory explanation for the positive test.

Information on a verified “positive” test result will be shared on a “need to know” basis with the student’s coach or sponsor. The results of “negative” tests will be kept confidential to protect the identity of all students being tested.

STATISTICAL REPORTING AND CONFIDENTIALITY OF DRUG TEST RESULTS

The testing laboratory may not release any statistics on the rate of positive drug tests to any person, organization, news publication or media without expressed written consent of the Kankakee Valley School Corporation Board of Education. However, the lab will provide the building principals with a quarterly report showing the number of tests performed, rate of positive and negative tests, and what substances were found in the positive specimens.

FINANCIAL RESPONSIBILITY

Under this policy, Kankakee Valley School Corporation will pay for all initial random drug tests and all initial “follow up” drug tests. Once a student has a verified “positive” test result and has subsequently tested positive from a “follow up” test, any future “follow up” drug test that must be conducted will be paid for by the student or his/her parent/guardian.

A request for another test resulting from a “positive” specimen is the financial responsibility of the student or his/her parent/guardian.

A request by a parent/guardian/student to be tested outside the requirements of this policy will be the financial responsibility of the student or his/her parent/guardian. Counseling and subsequent treatment by non-school agencies is the financial responsibility of the student or his/her parent/guardian.

CONFIDENTIALITY

Under this drug testing program, any staff, coach, or sponsor of Kankakee Valley School Corporation who may have knowledge of the results of a drug test will not divulge to anyone the results of the test or the disposition of the student involved. In the case of a legal subpoena or investigation, the results will be released after parents or guardians are notified.

OTHER RULES

Apart from this drug testing program, Kankakee High School Athletic Department, the Kankakee Valley Middle School Athletic Department and the coaching staff/sponsor(s) of each sport/activity have their own training rules and requirements. Coaches/sponsors have the necessary authority to enforce those rules. Any student who violates a rule or requirement as a member of a team or activity will be subject to the consequences as defined in those rules and requirements.

CERTIFYING LAB RESPONSIBILITIES

The Certifying Lab will review all results of the drug testing. Any specimen testing positive for illicit or banned substances will be handled in the following manner:

- a. The Certifying Lab determines if any discrepancies have occurred in the Chain of Custody.
- b. Depending on the substances found the Certifying Lab will contact the parent/guardian/custodian to determine if the student is on any prescribed medication from a physician.

- c. If the student is on medication, the parent/guardian/custodian will be asked to obtain a letter from the prescribing physician within five working days that documents the medications the student is prescribed.
- d. Failure to provide such requested information will be considered a positive result.
- e. The Certifying Lab will then determine if any of the prescribed medications resulted in the positive drug screen.
- f. Finally, the Certifying Lab, based on the information, will certify the drug test results as positive or negative and report the same to the school authorities.
 - (1) For example, a drug screen positive for codeine may be ruled negative by the Certifying Lab when he receives a letter from treating physician that the student has been prescribed Tylenol with codeine as a pain medication following tooth extraction. Student taking medication containing codeine shall inform the drug testing company prior to the test.
 - (2) Or, if the student has a positive drug screen for codeine and has no documented physician order for the medication the test will be considered “positive.”
- g. The Certifying Lab may use quantitative results to determine if positive results on repeat tests indicated recent use of illicit or banned substances or the natural decline of levels of the illicit or banned substance from the body. If the Certifying Lab feels the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay then a negative result may be reported.
- h. The Certifying Lab will complete the final review on the drug testing custody and control form and return the appropriate copy to school authorities in a confidential manner.

PICK-UP PROCESS

The school authorities are responsible for seeing that specimens are delivered to or picked up by the testing laboratory and the Chain of Custody adhered to and the form properly annotated.

CONSENT FORM

It is mandatory that each student who participates in any of the extra-curricular activities listed below *or* drives to or from school signs and returns the “consent form(s)” prior to participation in any activity. Failure to comply will result in non-participation and/or denial of a student driving privileges to and from school’s academic program.

High School Students: At the beginning of each selection date, school year or sport season, as determined by the Indiana High School Athletic Association, or when a student moves into the District and joins an activity covered by this policy, the student may be subject to testing for illicit or banned substances. Eligible students will be randomly tested anytime during the school year. Any student who refuses to submit to drug testing will not be allowed to practice or participate in designated extra-curricular Kankakee Valley High School activities or drive to and from school for educational purposes.

Middle School Students seasons are determined by the Middle School Athletic Director from year to year and on a sport to sport basis. At the Kankakee Valley Middle School, the student refusing the testing will not be allowed to participate in extra-curricular activities.

Each student shall be provided with a "consent form," a copy of which is attached hereto, which shall be dated and signed by the participant and by the parent/guardian. By executing the consent form all parties are agreeing to participate in the random drug testing program.

MS activities covered by this policy include the following: all athletic teams, cheerleaders, all academic teams, Student Council, and all other extracurricular clubs that are formed and approved by the School Board of Trustees as stipulated by State law.

HS activities covered by this policy include the following: student drivers, all athletic teams, cheerleaders, all academic teams, and all other extracurricular clubs that are formed and approved by the School Board of Trustees as stipulated by State law.

KANKAKEE VALLEY SCHOOL CORPORATION
EXTRA-CURRICULAR CONSENT FORM

I have received and have read and understand a copy of the “Kankakee Valley School Corporation Extra-curricular Activities Drug Testing Program.” I desire that _____ participate in the extra-curricular program of Kankakee Valley School Corporation, and hereby, voluntarily agree to be subject to its terms for the time period indicated below. I accept the method of obtaining specimens, testing, and analyses of such specimen, and all other aspects of the program. I agree to cooperate in furnishing specimens that may be required from time to time.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Privacy Statutes, and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

_____ School Year Only
_____ Middle School Career
_____ High School Career

Student Signature

Date

Parent/Guardian Signature*

Date

Decline Notice

I, _____, have decided not to participate in any extra-curricular activities sponsored by Kankakee Valley School Corporation for the remainder of this school year. In order for me to participate in the extra-curricular activity program at a later date, I understand, that I must submit to the random drug testing.

Student Signature

Date

Parent/Guardian Signature*

Date

*If the student is 18 years of age at the time of execution of this consent form, the parent or guardian’s signature is not needed.

KANKAKEE VALLEY SCHOOL CORPORATION
STUDENT DRIVER CONSENT FORM

I have received and have read and understand a copy of the “Kankakee Valley School Corporation Student Driver’s Drug Testing Program.” I desire that _____ participate in the Student Driver Program of Kankakee Valley School Corporation, and hereby, voluntarily agree to be subject to its terms for the period of time indicated below. I accept the method of obtaining specimens, testing, and analyses of such specimen, and all other aspects of the program. I agree to cooperate in furnishing specimens that may be required from time to time.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Privacy Statutes, and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

_____ School Year Only
_____ High School Career

Student Signature

Date

Parent/Guardian Signature*

Date

Decline Notice

I, _____, have decided not to participate in any Student Driver Program sponsored by Kankakee Valley School Corporation for the remainder of this school year. In order for me to participate in this program at a later date, I understand, that I must submit to the random drug testing.

Student Signature

Date

Parent/Guardian Signature*

Date

*If the student is 18 years of age at the time of execution of this consent form, the parent or guardian’s signature is not needed.

KANKAKEE VALLEY SCHOOL CORPORATION
STUDENT DRUG TESTING CONSENT FORM
STUDENT VOLUNTARY DRUG TESTING FORM

I have received and have read and understand a copy of the “Kankakee Valley School Corporation Extra-curricular Activities Drug Testing Program.” I desire that _____ voluntarily participate in the Drug Testing Program even though the student is not in the categories listed in the Policy. The signatures below indicate the voluntary consent of the parties to the terms for the Policy for period of time indicated below. I accept the method of obtaining specimens, testing, and analyses of such specimen, and all other aspects of the program. I agree to cooperate in furnishing specimens that may be required from time to time.

I further agree and consent to the disclosure of the sampling, testing, and results provided for this program. This consent is given pursuant to all State and Federal Privacy Statutes, and is a waiver of rights to nondisclosure of such test records and results only to the extent of the disclosures in the program.

_____ School Year Only
_____ Middle School Career
_____ High School Career

Student Signature

Date

Parent/Guardian Signature*

Date

Rescind of Permission

As of this date, _____ I (we) hereby rescind the permission to further participate in the Drug Testing Policy.

Student Signature

Date

Parent/Guardian Signature*

Date

*If the student is 18 years of age at the time of execution of this consent form, the parent or guardian’s signature is not needed.

Substance Abuse Programs In Alphabetical Order

Addiction and Behavioral Counseling Services

Substance Abuse Services

54 S Valparaiso Street

Valparaiso, Indiana 46383

or

7805 Taft

Merrillville, Indiana 46410

Phone: 219-477-4646 ask for Wayne Isaiovich, Director or Joe Balutis

Cost: \$300.00 for the course.*

Edgewater Systems for Balanced Living

1110 W 5th Avenue

Gary, Indiana 46402

Phone: 219-885-4264 ext. 2328 ask for Tim Thomas

Easy access: Directly up I65 onto US 20 for three minutes.

Cost: Based on family income, some insurance companies will pay for the service.*

Ryan and Ryan Consulting and Educational Development

112 W Washington Street

Rensselaer, Indiana 47978

Phone: 219-866-3331

Cost: May vary depending on circumstances-phone.

Valparaiso Resources

Porter Starke Services

701 Wall Street

Valparaiso, Indiana 46383

Phone: 219-531-3681 for information.

Phone: 219-476-4649 ask for Sarah for appointment and evaluation of a student.

Cost: Based on family income, some insurance companies will pay for the service.*

The same program is also available in Knox, Indiana.

Wabash Valley Hospital

131 West Drexel Parkway

Rensselaer, Indiana 47978

Phone: 219-866-4194

Cost: Sliding Scale, Medicare services available.

* Costs may not be current.

Kankakee Valley Drug Testing Program

Student Information

The purpose of the Student Drug Testing Program is three fold: (1) to provide for the health and safety of students; (2) to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs; and (3) to encourage students who use drugs to participate in drug treatment programs.

Students involved in extra-curricular activities, co-curricular activities or drive to school need to be exemplary in the eyes of the community and other students. The purpose of this program is to educate, help, and direct students away from drug and alcohol abuse and toward a healthy and drug free lifestyle. The program is not punitive. It is designed to create a safe, drug free, environment for students and to assist them in obtaining help when needed. The student may be denied extra-curricular activities and driving privileges after a verified positive drug test.

This policy applies to all Kankakee Valley School Corporation students in grades 6-12 who wish to participate in extra-curricular activities. It also applies to students 9–12 who wish to drive to and from school academics.

Testing may occur any time during the year, including conditioning, tryouts, Saturday practices, or meetings. The Random Drug Testing for extra-curricular, co-curricular and driving privileges will begin July 1 of each school year and end June 30. Students will be in the testing pool the period of time they are engaged in the school activities. For example, a student in basketball will have his name in the pool from the first date of the season to the last day of the season. Student drivers will be in the testing pool from the first day of school to the last day or for the time the student drives to and from school.

No student will be penalized academically for testing positive for illegal drugs or banned substances. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities unless there is a valid and binding subpoena or other legal process. In the event of service of any such subpoena or legal process, the student and the student's legal guardian, or custodian will be notified before a response is executed to the extent permitted by such subpoena or legal process.

