

Gordon-Rushville Public Schools
Activities Department
Student/Parent/Sponsor
Handbook

2020-2021

Athletics

Basketball
Cross Country
Football
Golf
Track
Unified Bowling
Volleyball
Wrestling

Activities

Journalism
Play Production
Speech
FFA
Vocal/Instrumental Music

Welcome

On behalf of the Activities Department of the Gordon-Rushville Public Schools, we welcome everyone to the new activities season, We are very proud of our students and are excited to have your child as part of our programs.

Activities are one of the most important elements in the overall education of our students. Activities provide an opportunity to extend the learning process, The intention of this manual is to provide students/parents with a guide for understanding the philosophy, programs, procedures, organization, and expectations of the Gordon-Rushville Public Schools Activities Department. We hope this manual will be used by students/parents to make the direction we are going clearly understood.

Why Activities?

The answer to this question is simple: it gives the participant the opportunity to further develop the skills needed for success as an adult. Some of the important skills introduced, developed and fostered by the students include: loyalty, honesty, hard work, leadership, organization, perseverance, socialization, cooperation, and discipline. In short, activities are an excellent laboratory for life skills.

Research also tells us that one of the key characteristics of successful adults is their previous association in activities. Students who are active in the workings of their school tend to be the most successful academically and socially. In addition, they are able to develop and maintain more positive and lasting interpersonal relationships.

Philosophy

Activities are an extension of the educational experience offered to our students in the classroom atmosphere. We are not a separate entity therefore our philosophy is the same as the district.

Goal/Motto

The Gordon-Rushville Public Schools Activities Department exists to provide motivated students with the opportunity to develop skills and interests in competitive sports and activities. Our goal is to provide as many students as possible with the opportunity to be involved in activities that will assist the overall development of skills, knowledge, attitude, and interests at a level they are capable of and willing to work to achieve. Our approach to achieving this goal is simple- ***Do your best each and every time you have the opportunity.***

Objectives

The Objectives we are striving to meet within the Gordon-Rushville Public Schools Activities Department are:

1. Develop the key skills which participation cultivates: leadership, cooperation, dependability, organization, sociability, self-control, respect for the rules and regulations, role acceptance, prioritization and agenda development, good health habits, and teamwork.
2. Develop the fundamental physical and mental skills needed for participation in activities.
3. Develop lifelong vocational and recreational interests.

Parent Code of Conduct

- Be a positive role model through your own actions to make sure your child has the best experience possible.
- Be a “team” fan not a “my kid” fan.
- Weigh what your children say; they may tend to slant the truth to their advantage.
- Show respect for the opposing players, coaches, spectators, and support groups.
- Be respectful of all officials’ decisions.
- Don’t instruct your children before and after a game because it may conflict with the coach’s plans and strategies.
- Praise students in their attempt to improve themselves as students, as athletes, and as people.
- Gain an understanding and appreciation for an outstanding play by either team.
- Help your child learn that success is experienced in the development of their skills and that they feel good about themselves, win or lose.
- Take time to talk with coaches and sponsors in an appropriate manner, including proper time and place, if you have a concern. Be sure to follow the designated chain of command.
 - Contact the coach to set a time for you to meet and share your concern
 - Contact the AD to set a time to share your concern/dissatisfaction after meeting with the coach
 - AD will set a time for all parties to come together to come to a resolution
- Please reinforce our chemical health policy by refraining from use of any substances before and during contests or any event associated with students including post season banquets, celebrations, etc.
- Remember that an invitation to a school event is a privilege

Coaches/Sponsors Code of Conduct

We understand that the Activities Director, Coaches, and Sponsors are leaders, and dedicated to more than the strategies and preparation for competition and public performance. As a professional educator, leader, and role model for students, the Coach, Sponsor, or Activities Director will:

- Exemplify the highest moral character as a role model for young people.
- Recognize the individual worth and reinforce the self-image of each team member.
- Establish a realistic team goal of vision for each season and communicate that to students and parents.
- Create a set of training rules for students that reflect the positive values of abstaining from the use of alcohol, tobacco, and other drugs (including performance degrading substances and restricted performance enhancing substances).
- Strive to develop the qualities of competence, character, civility, and citizenship in each team member or participant.
- Provide a safe, challenging and encouraging environment for practice and public performance or competition.
- Gain an awareness of the importance of prevention, care and treatment of injuries.
- Respect the integrity and judgment of the game officials.
- Teach and abide by the rules in letter and in spirit.
- Build and maintain ethical relationships with coaches, sponsors, and administrators.
- Strive for excellence in teaching/coaching skills and techniques through professional improvement.
- Personally promote healthy living including fitness and nutrition.
- Be modest in victory and gracious in defeat.
- Reinforce our chemical health policies.

These elements are included in the year-end evaluation completed by the Activities Director and/or Administration.

Parents and Sportsmanship

The following are just a few reminders of the important role parents play in modeling behaviors when involved in activities:

- You are a fan and a spectator.
- Please respect coaching decisions. These decisions relate to the team.

- Officials are seldom perfect. Please be respectful of the job they do.
- You are the host for all visiting teams. Treat them with respect.
- Cheer for our team not against the opponent.

Priorities

It is imperative that administrators, teachers, coaches, sponsors, students, and parents know and understand the priority system the Activities Department will be operating under when it is time to make decisions involving questions that may arise. It is critical that we all understand and adhere to this system in order for our decision making to have continuity in each and every situation that confronts us.

So there is never a misunderstanding as to the importance of one element within the Activities Department to another, the following are our priorities in the order of their impact and importance to the system:

Students
Coaches/Sponsors
Programs
Parents
Patrons

So there is never a misunderstanding as to the importance of one element over another when making decisions concerning students and when students make decisions concerning activities and following priorities in the order of their impact and importance to our programs and teams are:

Family
Education
Team

Common vs. Personal Agendas

Gordon-Rushville Public Schools Activities offers many opportunities to grow and develop in ways beneficial to the group as a whole and as individuals. It is important to understand that for success to be achieved and growth to take place, everyone needs to be on the same page, which means to have a common agenda.

Teams/Programs that work together to reach common goals are the most successful. Teams that are unsuccessful, even though they may be winning, are those that have personal agendas prioritized ahead of the team agendas.

Every student should have personal goals and aspirations. However, they must be secondary to the common agendas set for the team. If you are more worried about your points, statistics, place, or playing time than the team score, we no longer have a team. What we have is a group

of individuals seeking personal ambitions. No one wins for long, under those circumstances, no matter how good they are as individuals. Common agendas lead to team success. Personal agendas lead to failure no matter what the outcome of the contest.

The Activities Code

Interscholastic Activities have been established at Gordon-Rushville Public Schools for the purpose of supplementing and contributing to the total educational program.

In order for the Activities Department of Gordon-Rushville Public Schools to reach its goal, certain objectives must be met by the activity participant.

The Activities Department Specific Objectives

To educate the student body regarding the appreciation of sports and activities and the best way to enjoy them from the point of view of good sportsmanship and conduct.

To serve as a focal point for the moral development, school spirit, and loyalty among students by providing a common meeting ground and enthusiasm shared by all.

To encourage a program for professional preparation for coaches/sponsors.

To ensure competent coaches and sponsors are first of all very capable classroom teachers.

To conduct an activity program which will be highly competitive for both boys and girls and provide maximum participation by GRPS students.

To provide the best facilities possible and to properly maintain the facilities.

To encourage an effective communication system to the activity sponsors and coaches through Activities Director, Principals, Superintendent, and Board of Education.

To consider the activity program as an integral part of the curriculum.

To promote discipline and development of self-discipline among activity participants.

To be successful and to achieve the peace of mind which is a direct result of satisfaction in knowing you did your best to become the best that you are capable of becoming.

Pre-Participation Eligibility Requirements

Physical form for sports. May be completed after May 1 and must be on file prior to practice.

NSAA permission form for non-contact and contact activities.

Student and Parent must sign Student Handbook and Activities Handbook Acknowledgement Form.

Student and Parent must sign consent for Random Drug Testing.

Team Structure and Goals

Middle School- This is an entry-level program. The emphasis here is on introduction of the activity, learning the basic fundamentals needed to be your best at the activity, and a healthy balance between competition and participation. We are not about winning at this level; we are about learning in an atmosphere that is dominated by having fun, learning the activity, and playing in competitive situations that meet the student's skill level. Our philosophy at this level is "fun and fundamentals".

9th, 10th, JV- The emphasis here is to continue to hone and continue to develop the basic skills in the activity and introduce the more complex elements this level requires. The emphasis is still on a healthy balance between competition and participation. This is the first level in which the number of team participants may be limited. This is also a varsity preparation level and the more complex elements of the activity will be introduced in preparation for varsity competition.

Varsity- Basic skill development and complex systems are continually developed within the rigors of the intensely competitive demands of the conference and state competition. Grade level is not a guarantee of membership at the varsity level. The number of participants may be limited.

Participation, Recruitment, and Retention

Factors such as time, facilities, equipment, staffing, budgetary considerations, and tradition limit the ability of the GRPS system on providing participatory opportunities.

However, our goal is to provide as many students with as many programs as possible. We will do our best to keep as many students in our programs as possible.

Students are encouraged to participate in activities throughout the entire school year. We need to make it clear that multi-activity participation has the most benefits. The key benefit in competition may be the fact that activities in general are the best measuring tool of success as an adult. Generally speaking, the most successful adults are those who were involved as students in activities because they learn the skills needed for future success: leadership, self-discipline, cooperation, work ethic, decision making, perseverance, ect.

Participation Selection

Certain teams at certain levels have limitations on the number of participants. These limitations are the result of factors including time, facilities, equipment, staffing, budgets, and traditions. We do not want to limit participation on any team. In fact, it is the most difficult decision any coach or sponsor has to make, but in some instances it may have to be made.

You should know that many factors are considered before limitation decisions are made by the staff. Perhaps the most important element may be the roles to be played on the team and how each part fits in the entire puzzle.

We will make the necessary decisions about limiting teams to certain numbers in a fair and professional manner as possible. Questions concerning such decisions should be directed to the Activities Director.

Parental/Community Relations

Positive relationships between all interested parties, is necessary for the overall success of each activity and the entire program. Each element, coach, sponsor, students involved in our activity program.

The key elements in establishing and maintaining positive relations between coaches, sponsors, parents, and fans are as follows:

- Everyone has to know and accept their role in the total scheme
- Everyone has to know what is proper and improper behavior.
- Everyone has to understand and accept the realities of competition.

When we have a system that really supports activities and students, the roles played by the coach, sponsors, parents, and fans should be as follows:

- Coach/Sponsor- totally in charge of the program and the students. They decide team make-up, starting positions, strategies, playing time, and any other questions involving the welfare of their activity.
- Parents- support the program, the individual team members, and their child in a positive and constructive manner.
- Communities- support the entire program, the coaches/sponsors, students, and work to improve facilities, equipment, and opportunities for every student in every activity.
- Fans- support the programs, coaches/sponsors, students, and parents.

Proper behavior by coaches, sponsors, parents, and fans is very important to the overall success of any activity or sport. The best way to know what is proper and improper is to know the role of what each element plays in the system and not overstepping the limitations of the role.

The realities that accompany competition and public performance are often what lead to poor relationships between coaches, parents, athletes, students, and fans. There are some real facts that everyone needs to understand and accept to avoid the pitfalls that can really hurt the experience students have in our program. Here are some areas that need to be taken into account when we begin our activity season:

- We will not win every contest.
- You will not agree with every decision coaches/sponsors make
- Your child is a key part of the program- but not necessarily the key part
- Sometimes we will lose when we should win- and vice versa
- Some athletes play more than others- that's the coaches decision.
- Everyone in an activity has a role to play- coaches/sponsors decide these roles.
- Don't live vicariously through your child- it's their turn, let them enjoy it.
- Just because you think it's right or wrong, doesn't necessarily mean it is.
- Officials make judgement calls- they have the authority to do so, you do not.
- We are not in the business of providing students with college scholarships.

Coach/Sponsor/Student/Parent Communications

It is vital for the success of the activity to have an open line of communication between the coach/sponsors, students, and parents. However, there are certain topics that need to be avoided because they are detrimental to the welfare of the program as a whole.

These topics are:

1. Participation time is entirely in the hands of the coach/sponsor and no one else.
2. Game strategies are entirely in the hands of the coach/sponsor and no one else.
3. Other students- it is unprofessional to discuss other participant's talents.

If parents have concerns in these areas, the Activities Director is your contact point. Coaches/Sponsors are directed not to discuss these topics with anyone.

There are things that are acceptable points of discussion between coaches/sponsors and parents. Examples are:

1. What role will my child play in this activity and why?
2. What does my child have to do in order to be better?
3. What can we as parents do to help our child fulfill their expectations?

Inventory and Care of Equipment

Every student will be given equipment and/or uniforms that are provided by the District. Students are responsible for these items. Lost or damaged items will result in a fine being levied upon the student for replacement cost of the lost item. All uniforms and equipment must be returned after the season within the timeline established by the coach.

Weight Room

The weight room is one of the most important facilities in our entire department. It is in the weight room that our athletes get bigger, stronger, and faster. Parents are urged to encourage the use of this facility.

Sunday Participation

The NSAA prohibits interscholastic activities on Sunday. There also shall be no practices on Sunday. Under unusual circumstances, practices may be allowed on Sunday under the discretion of the Superintendent.

Wednesday Evening Practices

All school activities for students will be dismissed/showered and out of the building by 6 pm on Wednesday evenings. No regular season activities will be scheduled on Wednesday evenings.

Inclement Weather Situations

When school is dismissed early due to inclement weather, no practice or open gym will be conducted. All students will go home. When school is cancelled, no practice or open gym will be held.

Cancellation of a Scheduled Event

In the event any scheduled activity has to be cancelled or postponed, the Activities Office will inform the news media in the community as soon as possible. Every attempt will be made to communicate cancellations and postponements via media outlets including local radio, the school website, and social media. Patrons may also call the Activities Office to confirm cancellations, postponements, and the rescheduling of events.

Warning and Safety Equipment

WARNING: Although participation in supervised activities may be one of the least hazardous any student can engage in, BY ITS NATURE, ACTIVITIES, ESPECIALLY ATHLETICS, INCLUDE A RISK OF INJURY THAT CAN RANGE IN SEVERITY FROM MILD TO CATASTROPHIC- INCLUDING TEMPORARY AND/OR PERMANENT DISABILITY, OR EVEN DEATH. Serious injuries are not common: however, it is possible only to minimize risk, not eliminate it entirely.

STUDENTS MUST OBEY ALL SAFETY RULES, REPORT ALL PHYSICAL PROBLEMS TO THEIR COACHES, FOLLOW THE DIRECTED CONDITIONING PROGRAM, AND PERSONALLY INSPECT THEIR EQUIPMENT DAILY.

By signing the permission sheet, the family and student acknowledge that they are aware of risks involved.

Summer Moratorium

To encourage family and vacation time, GRPS facilities will be unavailable for student use from July 1st through July 7th inclusive. GRPS students will be allowed to attend commercial camps or clinics but no camps, clinics, weight training or conditioning programs will be allowed at GRPS during the moratorium period.

Travelling with the Team

The philosophy of the Activities Department is that all students will travel with their team to and from all events. Exceptions to this are permissible, however, it must be for a very good reason. Parents may take a student from an activity in cases where there is a definite need but only after they have signed a release form, which each coach/sponsor will have. In cases where a student must travel to the activity with a parent, travel release forms must be completed in the principal's office prior to departure and be approved by the administration. Any student travelling

to or from an activity with someone other than their parent, must have a parent complete a travel release form prior to the trip and have it approved by the administration. Students 18 years of age or older are not exempt from this policy.

Hazing

Hazing is defined as an activity that recklessly or intentionally endangers the mental health, physical health, or safety of a student for the purpose of initiation or membership in or affiliation with any team. Any hazing activity, whether by an individual or group, shall be presumed to be a forced activity, even if a student willingly participates.

The athletic/activities program does not permit any form of initiation or harassment, known as hazing, as part of any school sponsored activity. No student, coach, sponsor, volunteer, or district employee shall plan, direct, encourage, assist or engage in any hazing activity.

Suspected acts of hazing should be reported to the coach, AD, principal or other school administrator.

Discrimination

GRPS is committed to a policy of non-discrimination in relation to race, color, national origin, sex, age, handicap, and religion. This policy should prevail in all matters concerning staff, students, education programs, program services, and individuals with whom the school district does business.

The school staff should establish and maintain an atmosphere in which students can develop attitudes and skills for effective, cooperative living, including:

- A respect for the individual regardless of economic status, intellectual ability, race, color, national origin, sex, age, handicap, or religion.
- Respect for cultural differences.
- Respect for economic, political, and social rights of others.
- Respect for the rights of others to seek and maintain their own identities.

The school district, in keeping with the requirements of state and federal law, will strive to remove any vestige of prejudice and discrimination, in employment, assignment and promotion and personnel; in location and use of facilities; in educational offering and instructional materials.

No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person or otherwise be discriminated against in any interscholastic activity offered by GRPS of federal funds.

GRPS offers a variety of activities for student participation. Eligibility varies according to established guidelines. Students are encouraged to participate in as many activities and organizational programs as time and desire will allow. The following extracurricular rules and regulations apply to all extracurricular activities offered by GRPS.

Extracurricular Rules and Regulations

Alcohol, Tobacco, Drugs, and **Other Behaviors of Concern

Athletes and students who participate in various activities, organizations, and school clubs will abstain from the use or possession of alcohol, tobacco products, drugs, and other controlled substances, and look-alikes. This includes on or off school premises during the school year as established by the adopted school calendar and any season outside the school calendar including summer vacation.

Athletes and students participating in various activities will also abstain from engaging in any activity which constitutes a felony under state or federal law or any activity or behavior of concern which will embarrass or discredit the school, its staff, its students, or his or her teammates.

Students found guilty, by the AD, Administration, or Discipline Committee any of these violations, shall be suspended from participation in activities, for which they are otherwise eligible, under the following guidelines:

Highschool Athletics:

- First Offense: suspension for the greater of 25% or 2 contents in that sport at the student's highest level of participation and all contests in between.
- Second Offense: suspension for the greater of 50% or 4 contests in that sport at the student's highest level of participation and all contests in between.
- Subsequent Offenses: suspension from all extracurricular activities at GRHS for a period of one calendar year.

Middle School Athletics:

- First Offense: suspension from the next contest. Student and Parent must re-sign the Activity Code of Conduct in a meeting with the Activities Director.
- Second Offense: Suspension of one calendar year.
- Students must complete the season in good standing before their suspension is lifted.

- Any portion of a suspension not completed by season's end will carry over into the next sports season.
- Students must attend all practices and team meetings while serving their suspensions.
- Pre-trial diversion and/or MIP are considered a violation along with violations which do not end in arrest.
- Drug-related offenses shall require a clean drug test administered by a doctor, certified school official or nurse and purchased by the offender, before activity participation can resume.
- Behaviors of Concern suspensions will be confirmed and determined by a Discipline Committee consisting of the AD, Building Principal, and two GRPS staff members designated by the AD and the Building Principal. The designated staff members shall not be a sponsor of the activity the student is currently involved in.
- "Behaviors of concern include, but are not limited to, bullying, hazing, inappropriate use of electronic media (internet, email, social networks, cell phones, etc.)

High School NSAA Activities (Music, Speech, Play Production), Homecoming, Prom, FFA

- First Offense: suspension from the next scheduled non-graded event or contest
- Second Offense: suspension from the next 2, non-graded event or contest.
- Subsequent Offenses: suspension from non-graded activities for a period of one calendar year.

Homecoming, Prom, and Sports Royalty and Student Council Elections: Students found in violation of the Activities Policy in the intervening period shall be ineligible. (e.g. A student who violates the Activities Policy after homecoming in the Fall shall be ineligible for homecoming royalty the following fall)

Social Host

Students determined to have acted as social host, shall be penalized at the next higher level of suspension for which they would normally be placed.

Revised July 11, 2016

Gordon-Rushville Public Schools
Gordon, NE

RANDOM DRUG TESTING POLICY FOR STUDENTS INVOLVED IN EXTRACURRICULAR ACTIVITIES

Mission Statement

The Board of Education for Gordon-Rushville Public Schools values students' participation in extracurricular activities. Such students, as role models for other students, are key to our goal to provide the best possible educational program for our students. To achieve our goal and to maximize the skills and talents of our students, it is important that each student understands the dangers of drug and alcohol use. Participation in extracurricular activities is a privilege which can be taken away for failure to comply with this policy. The purpose of this policy is as follows:

1. To provide the health and safety of all students;
2. To undermine the effects of peer pressure by providing legitimate reason for students to refuse use of illegal drugs and/or alcohol;
3. To identify students who use illegal drugs and/or alcohol
4. To encourage students who use illegal drugs and/or alcohol to participate in appropriate treatment programs

DEFINITIONS

DPA: A national certified Drug Program Administrator, which shall use a certified laboratory in testing of samples.

Drugs: Any substance considered illegal by NE Statute, i.e., Uniform Controlled Substances Act, section 28-401 et seq., or which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances. For purposes of this policy, drugs shall include the illegal use of alcohol.

Drug Program Coordinator: the Drug Program Coordinator shall be the GRHS Principal or the designee.

MRO: Medical Review Officer.

School Year: From the first day classes commence in the fall, unless the activities begins prior to the first day of classes, in which event it shall include from the first day of practice through and including the last day of classes in the following spring.

Activities Programs: Any activity that meets the guidelines of an extracurricular activity at GRPS, which shall include the following:

Basketball	Jazz Band	Student Council	Mock Trials
Cross Country	Wrestling	Musicals	One Act Plays
Track	Show Choir	Volleyball	FFA
Football	Golf	Speech/Debate	

Other extracurricular activities not required for graduation

Participant: Any student who participates in any extracurricular activity as herein before set forth shall be a participant and their name shall be included in the participant pool. A participant shall enter the participant pool upon signing the attached consent form EXHIBIT A along with their parent/guardian, and returning said signed consent form to the High School Principal. A participant shall remain in the selection pool until the end of the current calendar school year. A student will be removed from the testing pool if they have voluntarily withdrawn from the testing pool.

Sample Collection: Samples will be collected as directed by the Drug Program Administrator on the same day that the student is selected for testing, or if the student is absent on that day, on the day the student's return to school. If a urine sample is required, all students providing samples will do so alone in an individual bathroom or stall with the door closed.

Drug Program Administrator: The board will choose a nationally certified Drug Program Administrator (DPA) for the purpose of determining through random selection the student(s)/participant(s) to be tested. This will be accomplished by the use of the "student list" identifying the student by number only. The DPA, by use of a certified laboratory, shall also process sample results and maintain privacy with respect to test results and related matters.

Medical Review Officer "MRO": GRHS will utilize an MRO to review all laboratory-reported positive tests. The role of the MRO is critical to protecting the interests of the students, the MRO serves a critical role in determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. The MRO will report results of verified positives and/or warrant health and safety issues to the student and to the designated school representative through the DPA.

Scope of Tests: The drug screen tests for one or more illegal drugs and/or alcohol. The Drug Program Coordinator shall determine which illegal drugs shall be screened, but in no event shall that determination be made after selection of students for testing. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug use.

Non-Punitive Nature of Policy: No student shall be penalized academically for testing positive for illegal drugs or alcohol. 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 test will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the district shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent or legal guardian will be notified as soon as possible by the district.

DRUG SCREENING PROCEDURES

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

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

Alcohol Use/Possession: All students participating in extracurricular activities are prohibited from possessing or use of alcohol.

After School Hours Conduct: After-school-hours use of drugs, alcohol, or any other prohibited substances is illegal. All students participating in extracurricular activities should realize that these regulations prohibit all illicit drug use during and away from school activities.

Procedure:

1. All Current Students Participating in Extracurricular Activities

- a. **Random Testing:** The board authorizes random announced screening of all students participating in extracurricular activities. The list of students participating in extracurricular activities contained in the random pool will be updated upon receipt of a signed consent from. Students participating in extracurricular activities who have been selected will be required to report to the designated collection site for testing
- b. **Consent:** Each student wishing to participate in any extracurricular activity and the student's custodial parent or legal guardian shall give consent by signing the GRHS Handbook Rules and Policies Form. No student shall be able to participate in any extracurricular activities absent such consent. Any parent/guardian wishing to have their opt-out of the random drug testing program will need to contact the high school office and request an opt-out form. If a student opts out of the random drug testing pool, they will not be allowed to participate in any activities for the remainder of that school year.
- c. **Removal From the Random Drug Testing List:** Students who quit or are cut from an activity, prior to being selected for random testing, may request their name be dropped from the testing list. A request form must be signed by the

student and their parent/guardian to be dropped. However, students may volunteer to remain in the pool even though they are not part of the activity.

2. Testing Procedures

- a. General Guidelines:** The board and the DPA shall rely, when practical, on the guidance of the Federal Department of Transportation, Procedures for Transportation Workplace Drug Testing Programs, 49 C.F.R. Parts 40.1 through 40.39, and on the further guidance on the Omnibus Transportation Employee Testing Act provided in 49 C.F.R. Parts 382, 391, 392, and 395.
- b. Substances:** Substances that students participating in extracurricular activities may be randomly tested for: alcohol, amphetamines, cannabinoids, cocaine, opiates, synthetic opiates and PCP, and other substances, such as but not limited to steroids, barbiturates, and benzodiazepines without advance notices as part of tests authorized by the Board for safety purposes. Such tests will be coordinated with the Drug Program Coordinator.
- c. Testing Procedure:** The Board reserves the right to utilize hair, breath, saliva or urinalysis testing procedures. Urin, hair and oral fluid samples which screen positive will be confirmed by GC/MS. Positive saliva or breath alcohol tests will be confirmed by an Evidential Breath Tester.

3. Collection Sites

- a. The Drug Program Coordinator will designate a collection site(s) at GRHS where individuals may provide specimens.

4. Collection Procedures

- a. The Board and the DPA have developed and will maintain a documented procedure for collecting, shipping and accessing all specimens. The Board and the DPA will utilize a standard Custody and Control form for all students participating in extracurricular activities testing. A tamper-proof sealing system identifying numbers, labels, and sealed shipping containers will be used for specimen transportation. Collection sites will maintain instructions and training emphasizing the responsibility of the collection site personnel to protect the integrity of the specimen and maintain proper collection procedure that is reasonable. All alcohol testing will be performed by a certified Breath Alcohol Technician. Where the Board has the employee collect the specimen, the Board will provide instruction and training to that employee.

5. Return of Results

- a. The DPA will transmit by a secure method the results of all tests to the DPA's MRO. The MRO will be responsible for reviewing test results of students. Prior to making a final decision, the MRO shall give the individual an opportunity to discuss the results either face to face or over the phone. The DPA shall then promptly tell the principal of the high school which student(s) tested positive.

6. Request for Retest

- a. A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive test will be confirmed with an EBT device. Students involved in the program may, upon a non-negative test result, request that the

split sample be tested (within 72 hours of being notified of the final testing result) at a second nationally certified laboratory from a list provided by the MRO. Students participating in extracurricular activities are required to pay the associated costs for an additional test in advance. However, the cost will be reimbursed if the results of the split test is negative.

Positive Results: whenever a student's test results indicate the presence of an illegal drug (positive test), the following will occur: if the sample test positive, the custodial parent or legal guardian will be notified and a meeting will be schedule with the GRHS Principal (Drug Program Coordinator), the student, and the custodial parent or legal guardian.

First Positive Test or First Refusal to Submit to a Drug Test

- DCP meeting with parent(s) and student;
- The student will be ineligible to publicly perform in any activity for 14 school calendar days.
- Written proof of alcohol/drug use assessment by a drug counselor is required. Follow through of the recommended drug assistance program sessions with the counselor is strongly encouraged.
- Follow-up drug testing, a minimum of once a month, will commence after the first parent meeting for the **remainder of the school year**.

Second Positive Test or Second Refusal to Submit a Drug Test

- DCP meeting with parent(s) and the student
- Suspension of the privilege to publicly perform in extracurricular activities for 30 days.
- **5** sessions of drug counseling must be completed before the student may petition to return to activities.
- Follow-up drug testing, a minimum of one a month **for the remainder of the school year**.
- **Student will return to step 2 in subsequent school years.**

Third Positive Test or Third Refusal to Submit to a Drug Test

- DCP meeting with parent(s) and student
- Suspension of the privilege to publicly perform extracurricular activities **for the remainder of the school year**.
- An additional 5 sessions of drug counseling must be completed before the student may petition to activities.
- Follow-up drug testing, a minimum of once a month, will commence after the first parent meeting for the remainder of the school year.
- Student will return to step 2 in subsequent school years.

Fourth Positive Test or Fourth Refusal to Submit to a Drug Test

- DCP meeting with the parents(s) and student

- Suspension of eligibility to participate in activities for the remainder of the student's time as a student at their assigned attendance center.

Refusal to Submit to Drug Use Test: a participating student who refuses to submit to a drug test authorized under the policy, shall have the same obligations, responsibilities and shall incur the same penalties as though the student tested positive for an illegal drug (positive test).

Appeal: a student participating in extracurricular activities who has been determined by the principal or DPC to be in violation of their policy shall have the right to appeal the decision to the superintendent or their designee(s). Such requests for a review must be submitted to the superintendent in writing within 5 calendar days of notice of the positive test. A student requesting a review will remain eligible to participate in any extracurricular activities until the review is completed. The Superintendent or their designee(s) shall then determine whether the original finding was justified. No further review of the Superintendent's decision will be provided, and their decision shall be conclusive in all respects. Any necessary interpretation or application of this policy shall be in the sole and exclusive judgment and discretion which shall be final and not subject to appeal.

Record Keeping and Confidentiality: all records pertaining to participants shall be kept separate from the students records. The record keeping and results of all testing will be held in the strictest confidence. These records will be accessible only to the DPC or their designee. Records pertaining to a particular student will be destroyed upon their graduation from GRHS, or one year after their class graduation.

SEVERABILITY

Should any sentence, clause, provision, or paragraph of this entire policy be deemed unlawful or unconstitutional, it is intended that, insofar as may be practicable, the remaining portions of this policy remain in full force and effect.

Revision Approved July 11, 2016

