

8. Controlled Substances

▪ Response Protocol - Elementary	
▪ Response Protocol - Secondary	
▪ Clarification of levels and examples	
▪ State of Iowa Code 280.24 : Reporting Drug or Alcohol Possession	
▪ Interventions and Supports - Secondary - Ripple Effects Interventions	
▪ Vaping Information and Treatment	

ICCSD Disciplinary and Response Protocol: Controlled Substances/ Alcohol/ Cigarettes (Possession and under the influence): Elementary

Controlled substances: Student is in possession of or is using alcohol, illegal drugs/substances/ imitations or tobacco.

Drugs or other substances that are controlled under the Controlled Substances Act (CSA). Examples: heroin, lysergic acid diethylamide (LSD), marijuana, morphine, phencyclidine (PCP), cocaine. This includes prescription drugs. Examples: Methylphenidate, Xanax, codeine, hydrocodone

Level	Violation	Disciplinary Action	Response from administration and District Procedures
1	Delivery and/or sell of controlled substances	4-10 day suspension and possible recommendation to the School Board for long term suspension or expulsion (determined in collaboration with the Director of Student Services).	Response from Administrators: <ul style="list-style-type: none"> - Level 1 violations: Always a call to police. Level 2 violations: Always a call to police if controlled substances. These calls may not always warrant a charge. If a student is in possession of alcohol or under the influence the principal may call law enforcement or notify the Care Assessment Coordinator who will contact the police liaison. - Both police and school conduct investigations. Confiscate any drugs and turn them over to the police. - Call the ESC/Director of Student Services on level 1 and 2 violations.
2	Possession of controlled substances (personal use) Being under the influence of alcohol/drugs	2-4 day suspension. Consideration of long term suspension (In collaboration with the Director of Student Services).	<ul style="list-style-type: none"> - Level 3 violations are handled internally. Cigarettes, lighters, vape pens and alcohol are confiscated by administration and turned over to parents or disposed of with an adult witness. - If you are ever concerned about the student's physical well-being immediately call 911. - A district nurse can conduct an Impairment Assessment if a student is suspected of being under the influence. - Direct all media to the Community Affairs department. - Ensure due process for student(s). - Notify parents or guardians.
3	Additional controlled substance violations	Range of options: (interventions, restorative practices, detention, suspension up to 2 days) Depends on severity, frequency, and disruption to the school environment	<ul style="list-style-type: none"> - If a student has an IEP refer to AEA SpEd Procedures (Red Book) prior to determining disciplinary action. See SpEd Guide to suspension. - If a student has a 504 refer to "Suspension and Expulsion of students served under Section 504". - If suspended, follow the suspension protocol. This is recorded as #11, Drug related (controlled substance) or #30, Tobacco related, #2 Alcohol related. <p>Board Policies and Admin Regulations: Board Policies and Regulations</p> <ul style="list-style-type: none"> - BP 503.1 Student Conduct - Regulation 503.1 R1 (Includes Due Process)Student Suspension - Policy 502.9Interview of Students by Outside Agencies - Policy 502.8 Search and Seizure - Regulation 502.8 R1 Search and Seizure Regulation- - BP 502.7 Smoking-Drinking-Drugs - BP 905.2 Tobacco Nicotine-Free Environment - Guideline 502.7 G1 Possession or Use of Illegal Controlled Substances - State of Iowa Code 280.24: Reporting Drug or Alcohol Possession

Note: It would be highly unusual (but permissible) for K-2nd grade students to receive suspensions for level 3 offenses. Please utilize other methods of discipline/interventions when appropriate

* With all levels of incidents it is best practice to utilize restorative practices, educational components and interventions

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Level	Violation	Disciplinary Action	Response from administration and District Procedures
1	Delivery and/or sell of controlled substances	5-10 day suspension and possible recommendation to the School Board for long term suspension or expulsion (determined in collaboration with the Director of Student Services).	<p>Response from Administrators:</p> <ul style="list-style-type: none"> - Level 1 violations: Always a call to police. - Level 2 violations: Always a call to police if controlled substances. These calls may not always warrant a charge. If a student is in possession of alcohol or under the influence the principal may call law enforcement or notify the Care Assessment Coordinator who will contact the police liaison. - Both police and school conduct investigations. Confiscate any drugs and turn them over to the police. - Ensure due process for students. - Call the ESC/Director of Student Services on level 1 and 2 violations. - Level 3 violations are handled internally. Cigarettes, lighters, vape pens and alcohol are confiscated by administration and turned over to parents or disposed of with an adult witness. - If you are ever concerned about the student's physical well-being immediately call 911. - A district nurse can conduct an Impairment Assessment if a student is suspected of being under the influence. - Direct all media to the Community Affairs department. - Notify parents or guardians. - If a student has an IEP refer to AEA SpEd Procedures (Red Book) prior to determining disciplinary action. See SpEd Guide to suspension. - If student has a 504 refer to "Suspension and Expulsion of students served under Section 504" - If suspended, follow the suspension protocol. This would be recorded as #11 Drug ,related (controlled substance) or #30, Tobacco related, #2 Alcohol related <p>Board Policies and Admin Regulations: Board Policies and Regulations</p>
2	Possession of controlled substances (personal use) Being under the influence of alcohol/drugs	5-10 day suspension. Consideration of long term suspension (In collaboration with the Director of Student Services).	<ul style="list-style-type: none"> - BP 503.1 Student Conduct - Regulation 503.1 R1 (Includes Due Process)Student Suspension - Policy 502.9Interview of Students by Outside Agencies - Policy 502.8 Search and Seizure - Regulation 502.8 R1 Search and Seizure Regulation- - BP 502.7 Smoking-Drinking-Drugs - BP 905.2 Tobacco Nicotine-Free Environment - Guideline 502.7 G1 Possession or Use of Illegal Controlled Substance - Guideline 502.7 G1 Possession or Use of Illegal Controlled Substances - State of Iowa Code 280.24: Reporting Drug or Alcohol Possession
3	Additional controlled substance violations	Range of options: (interventions, restorative practices, referral to SAC, referral to SST, detention, suspension up to 3 days) Depends on severity, frequency, and disruption to the school environment	

* With all levels of incidents it is best practice to utilize restorative practices, educational components and interventions

Controlled Substance: Secondary and Elementary

Level/Violation	Clarification	Examples
Level 1		
Delivery and/or sell of controlled substances	Possession of controlled substances with the intent to deliver/sell, i.e. possession of larger quantities of drugs, esp. with indication of sales such as lists, digital scales, packaging materials, etc.	<ul style="list-style-type: none"> ● Student sold marijuana (any controlled substances). ● Theft of prescription medication ● Student in possession of a large quantity and variety of drugs packaged for sale
Level 2		
Possession of drugs/ alcohol	Possession of controlled substance (personal use)	<ul style="list-style-type: none"> ● Student shared personal use marijuana (or other controlled substance) with another student on school premises/ school transportation ● Student gave prescription medication to another student at school. ● Student in possession of drug paraphernalia indicating possible distribution of drugs. (Example: 10 vape pens) ● Student purchased drugs from another student at school ● Possession of alcohol at school
	Use of alcohol or drugs at school	<ul style="list-style-type: none"> ● Use of drugs or alcohol on school property/school transportation ● Student came to school or school event under the influence of alcohol/drugs (no use at school)
Level 3		
Additional violations	<p>Additional controlled substance violations</p> <p>If incidents continue to occur after staff intervention, it may be treated as a level 2 violation.</p>	<ul style="list-style-type: none"> ● Student suspected of being under the influence of alcohol or drugs (eyes dilated, smell of marijuana, nurse assessment) ● Possession of prescription drugs (personal prescription) ● Use or possession of tobacco products, cigarettes, e-cigarettes, vape pen or products of a similar nature outside of building, on school property (law requires students to be 21). First offense work with parents.

280.24 Procedures for reporting drug or alcohol possession or use.

The board of directors of each public school and the authorities in charge of each accredited nonpublic school shall prescribe procedures to report any use or possession of alcoholic liquor, wine, or beer or any controlled substance on school premises to local law enforcement agencies, if the use or possession is in violation of school policy or state law. The procedures may include a provision which does not require a report when the school officials have determined that a school at-risk or other student assistance program would be jeopardized if a student self reports.

[97 Acts, ch 126, §38](#)

Ripple Effects Secondary Interventions for Controlled Substance Use/Possession

Controlled Substances

edit

- My Strengths**
 - strengths
- Skill Training Learning**
 - intelligences
 - curiosity
 - goals
 - your mind
- Presenting Behaviors**
 - unmotivated
 - withdrawn
- Possible Related Topics**
 - stress
 - anxiety
- Topic List**
 - alcohol
 - drugs-marijuana
 - peer pressure

You have selected 12 out of 14 possible topics. You don't need to fill every space.

Vaping:

In lieu of suspension-

- Consider assigning students a research report on the impact of vaping.
- Have them summarize website/link/article on vaping
- If a student is willing, have them work with a trusted adult on the “My Life, My Quit” program

General Information about Vaping

[The “Vaping vs. Reality” video](#)

[CDC’s newsroom](#)

[VapeFactsNJ.com](#)

[Incorruptible.us](#)

[CDC.GOV](#)

Parent Information Video

[The “Hiding in Plain Sight” video](#)

Program to stop Vaping (free and confidential way to quit smoking or vaping)

<https://www.mylifemyquit.com/> Connect with a personal quitting. **Call**

1-800-QUIT-NOW or [Enroll today](#)

Iowa Vape-Free Schools Toolkit

[Iowa Department of Public Health](#)