

## **ACKNOWLEDGMENT OF POLICY AND PROCEDURES**

All students and their parents are required to read Policy 578 – Drug and Alcohol Testing of Students Participating in Extracurricular Activities and these Procedures, and must acknowledge, in writing, that they have read the policy and procedures, understand them, and agree to be bound by their terms and conditions, prior to participating in their sport/extracurricular activity. It shall be the responsibility of the particular coach/sponsor of the sport/activity to ensure that all students have acknowledged their understanding of the Policy and Procedures in writing. The Policy and Procedures described herein will be provided to all students at the beginning of each school year to encourage students to participate voluntarily.

## **APPLICABILITY**

The Policy and Procedures apply to all students choosing to participate at the high school level in Idaho High School Activity Association (IHSAA) sanctioned sports extracurricular activities. In the event that a student transfers into the school district or otherwise begins participating at the high school level during the middle of the school year, the student shall be required to sign the appropriate forms and be subject to testing as outlined in the Policy and Procedures and specifically as set forth in the “Timing of Testing” section set forth herein.

## **TESTING PROGRAM**

Each participant shall be required to undergo substance abuse testing. Testing shall be accomplished by the analysis of urine specimens or with a mouth swab collection obtained from the student participants. Collection and testing procedures shall be established, maintained and administered reasonably to ensure (a) randomness of selection procedures; (b) proper student identification; (c) that each specimen is identified with the appropriate student participant; (d) maintenance of the unadulterated integrity of the specimen; and (e) integrity of the collection and test process as well as the confidentiality of the test results.

## **SUBSTANCES TESTED**

The substances that may be routinely tested for include but not limited to: alcohol, amphetamines, cocaine, ecstasy (MDMA-3, 4-methylenedioxymethamphetamine), and marijuana. Other drugs, such as LSD, may be screened at the request of this school district, but the identity of a particular student will not determine which drugs will be screened.

## **COMPLETION OF REQUIRED FORMS**

Any student undergoing drug testing pursuant to the Policy and Procedures shall sign the consent form attached to Policy 578 before the participant provides a urine specimen for urinalysis or a mouth swab collection.

The parent or guardian of any student undergoing drug testing pursuant to this Policy and Procedures who is under the age of eighteen (18) must also sign the form before the participant provides a urine specimen for urinalysis or mouth swab collection. Any student and his/her parent or guardian must sign the above referenced consent form prior to participating in any tryout activities or organized activity for any sports team or extracurricular activity. Refusal to sign the required consent form shall be the basis for denial of participation in the activities for that team or extracurricular organization, including practices and competitive contests.

All participants may also be required to sign a chain of custody form provided by the school or district conducting the testing.

### **FREQUENCY OF TESTING**

The following provisions apply to frequency of testing:

1. All participants in extracurricular activities may be tested at the beginning of each school year or relevant sports season.
2. Random testing may occur once each week during a school year or relevant sports season, and ten (10) percent of all student participants, regardless of the activity, may be tested each week. All participating students will have his/her name included in the pool to be randomly selected for testing.

### **COLLECTION PROCESS**

The superintendent or designee will work closely to develop, maintain and administer collection procedures for testing. These procedures shall be accepted in the testing industry as appropriate procedures to minimize intrusion or embarrassment to students, ensure proper identification of students and urine specimens, reduce the likelihood of adulteration of urine specimens, and make reasonable efforts to maintain confidentiality of test results. To that end, the following procedures shall apply:

A coach/sponsor of the athletic team/extracurricular activity, or the principal or designee at the school shall be present immediately prior to the collection process to ensure proper student identification.

1. The district designee shall provide the participants with a container in which to collect sample. The participant shall be permitted absolute privacy during the collection process if a urine sample is collected.
2. Immediately prior to entering the bathroom facility being used for the collection process, the participant shall be required to leave all personal belongings (including jackets, purses, book bags, pocket contents, etc.) in the custody of the school representative present for student identification.

3. If a urine sample is collected, prior to entering the private bathroom facility utilized for the collection process, the district designee shall treat the water in the private bathroom facility with a coloring substance to prevent a student from attempting to dilute or otherwise adulterate the urine specimen.
4. Within the time recommended by the manufacturer of the collection of the urine specimen, a representative of the testing company the district designee must utilize a temperature strip to test the temperature of the urine specimen. Urine specimens testing below a temperature of nine (90) degrees Fahrenheit shall be discarded and the participant shall be required to produce another urine specimen. A participant whose specimen has a temperature of over one hundred (100) degrees Fahrenheit shall be subject to having his/her temperature taken orally by a representative of the testing company. If the differential between the participant's body temperature and the temperature of the urine specimen is not within the acceptable range as determined by the manufacturer, the participant will be required to produce another urine specimen.
5. Students marked absent by the school office or on an approved field trip on the day of the random testing shall not be penalized for not undergoing testing. If a student is marked present at school on the day of testing, but does not appear for testing, school staff will attempt to locate the student. If reasonable efforts to locate the student are unsuccessful, the student will be considered to be refusing to submit to testing. If the student does not produce a sample within three (3) hours of first attempt, the student will be considered to be refusing to submit to testing and will be excluded from his/her sport or extracurricular activity until such time as he/she is randomly selected for another drug test. This exclusion may include the entire school year if the selection system does not randomly select that student.

Students having difficulty producing a sample will be required to remain with the district designee at the school testing location until he/she produces a sample.

6. The bathroom facility used for collection of specimens shall be selected by the principal or designee of the school where urine specimens are being collected and the school representative, and shall be on the premises of the school whose students are being tested.

### **TEST RESULTS**

The district designee shall provide verbal results of positive tests to the superintendent or designee only. Those results must be confirmed in writing immediately to the superintendent or designee only. The superintendent or designee shall then inform the parents, the principal at the school the student attends, and the coach or sponsor of the sport or extracurricular activity, once the testing has confirmed positive results.

The results shall list the student number for whom the test results are being reported, the type of test indicated on the custody and control form, the date and location of the test collection, the identity of the person(s) or entity performing the collection and analysis of the specimens and reporting the test results, and the verified results of the controlled substance test and, if positive,

the identity of the controlled substance(s) for which the test was confirmed positive. Test results must be forwarded to the superintendent or designee in a manner to ensure that the principal cannot determine that any test was a presumptive, positive test unable to be confirmed by district designee.

Negative test results must be provided to the superintendent or designee no later than forty-eight (48) hours after a student gives a sample. Positive test results must be provided and confirmed no later than ninety-six (96) hours after a student gives a sample.

**VIOLATIONS**

Violations of Policy 578 are set forth in the policy with regard to all levels of offenses.

**COST OF TESTING**

The district shall be responsible for the cost of any random drug test on all students.

**APPEALS TO TESTING PROCEDURES**

Any student determined to be in violation of Policy 578 and these Procedures may appeal the principal's/designee's decision to the superintendent or designee. The appeal must be in writing and filed with the superintendent/designee no later than three (3) school days after the principal's decision. The superintendent/designee will review the matter for any procedural errors. The superintendent/designee will issue a written determination no later than ten (10) school days after receipt of the appeal.

Any student may further appeal the superintendent's/designee's decision by filing a written appeal with the Board of Trustees no later than ten (10) school days after the superintendent's/designee's decision. The Board will hold an informal hearing at the next regularly scheduled board meeting after it receives the appeal, at which time the student may present evidence in his/her favor. The hearing will be held in executive session unless the student requests that it be held in regular open session. The Board will make a decision at the end of the hearing, which decision shall be final.

The student may not participate in any sport or extracurricular activity during the appeal process.



**LEGAL REFERENCE:**

Idaho Code Sections:

33-512(12) – Governance of Schools (extracurricular activities)

**ADOPTED: December 13, 2021**

**AMENDED: January 21, 2025**