

Perkins County Schools

Activities Handbook

2018-2019

Section 1

Extracurricular Activity Philosophy:

Extracurricular activity programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. Extracurricular activity programs are considered an integral part of the school's program of education that provide experiences that will help students physically, mentally and emotionally.

The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. Participation in activities, both as a competitor and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, team, student body, community and the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge; skill and emotional patterns that they possess, thereby making them better individuals and citizens.

Safety

The District's philosophy is to maintain an activities program, which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, to inform their coach or sponsor when they are injured or have health problems that require their activities be restricted, and to exercise common-sense.

Warning for Participants and Parents

The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

Section 2

Extracurricular Activity Code of Conduct

Purpose of the Code of Conduct. Participation in extracurricular activities is a privilege. The privilege carries with it responsibilities to the school, team, student body, and the community. Participants are not only representing themselves, but also their school and

community in all of their actions. Others judge our school on the student participants' conduct and attitudes, and how they contribute to our school spirit and community image.

The student participants' performance and devotion to high ideals and values make their school and community proud. Consequently, participation is dependent upon adherence to this Code of Conduct and the school district's policies, procedures and rules.

Scope of the Code of Conduct.

Activities Subject to the Code of Conduct: The Code of Conduct applies to all extracurricular activities. Extracurricular activities means student activities or organizations which are supervised or administered by the school district which do not count toward graduation or grade advancement and in which participation is not otherwise required by the school.

Extracurricular activities include but are not limited to: all sports, cheerleading, Pep Band, vocal, band, speech and drama, One-Act, FCCLA, Spanish Club, Art Club, Student Council, Mock Trial, Science Club, National Honor Society, FFA and other school sponsored organizations and activities. The Code of Conduct also applies to participation in school-sponsored activities such as school dances and royalty for such activities.

A participant means a student who participates in, has participated in, or will participate in an extracurricular activity.

When: The Code of Conduct rules apply to conduct which occurs at any time during the school year, and also includes the time frame which begins with the official starting day of the fall sport season established by the NSAA and extends to the last day of the spring sport season established by the NSAA, whether or not the student is a participant in an activity at the time of such conduct.

The rules also apply when a student is participating or scheduled to participate in an extracurricular activity that is held outside the school year or the NSAA season. Conduct during the summer months may also affect a student's participation under the team selection and playing time guidelines.

Where: The Code of Conduct rules apply regardless of whether the conduct occurs on and off school grounds. If the conduct occurs on school grounds, at a school function or event, or in a school vehicle, the student may also be subject to further discipline under the general student code of conduct. A student who is suspended or expelled from school shall not be permitted to participate in activities during the period of the suspension or expulsion, and may also receive an extended activity suspension.

Grounds for Extracurricular Activity Discipline. Students who participate in extracurricular activities are expected to demonstrate cooperation, patience, pride, character, self-respect, self-discipline, teamwork, sportsmanship, and respect for authority. The following conduct rules have been determined by the Board of Education

to be reasonably necessary to aid students, further school purposes, and prevent interference with the educational process. Such conduct constitutes grounds for suspension from participation in extracurricular activities and grounds for other restrictions or disciplinary measures related to extracurricular activity participation:

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment or similar conduct in a manner that constitutes a substantial interference with school or extracurricular activity purposes or making any communication that a reasonable person would interpret as a serious expression of an intent to harm or cause injury to another.
3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property, repeated damage or theft involving property or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including a school employee, school volunteer, or student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect another person shall not constitute a violation.
5. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from a student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon, or bringing or possessing any explosive device, including fireworks, on school grounds or at a school function or event, or in a manner that is unlawful or contrary to school activity rules.
7. Selling, using, possessing or dispensing alcohol, tobacco, narcotics, drugs, a controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. (Note: Refer to "Drug and Alcohol Violations" for further information).
8. Public indecency.
9. Sexual assault or attempting to sexually assault any person. Engaging in sexual conduct, even if consensual, on school grounds or at a school function or event.
10. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or

- contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events;
11. Engaging in any activity forbidden by law, which constitutes a danger to other students, interferes with school purposes or an extracurricular activity, or reflects a lack of high ideals.
 12. Repeated violation of any of the school rules.
 13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
 14. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to a school employee, school volunteer, or student. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion.
 15. Dressing or grooming in a manner which is dangerous to the student's health and safety or a danger to the health and safety of others or repeated violations of dress and grooming standards; dressing, grooming, or engaging in speech that is lewd or indecent, vulgar or plainly offensive; dressing, grooming, or engaging in speech that school officials reasonably conclude will materially and substantially disrupt the work and discipline of the school or of an extracurricular activity; dressing, grooming, or engaging in speech that a reasonable observer would interpret as advocating illegal drug use.
 16. Willfully violating the behavioral expectations for those students riding Perkins County Public School buses or vehicles used for activity purposes.
 17. Failure to report for the activity at the beginning of the season. Reporting for one activity may count as reporting on time if there is a change in activity within the season approved by the coach or the supervisor.
 18. Failure to participate in regularly scheduled classes on the day of an extracurricular activity or event.
 19. Failure to attend scheduled practices and meetings. If circumstances arise to prevent the participant's attendance, the validity of the reason will be determined by the coach or sponsor. Every reasonable effort should be made to notify the coach or sponsor prior to any missed practice or meeting.
 20. All other reasonable rules or regulations adopted by the coach or sponsor of an extracurricular activity shall be followed, provided that participants shall be advised by the coach or sponsor of such rules and regulations by written handouts or posting on bulletin boards prior to the violation of the rule or regulation.
 21. Failure to comply with any rule established by the Nebraska School Activities Association, including, but not limited to, the rules relating to eligibility.

All terms used in the Code of Conduct have a less strict meaning than under criminal law and are subject to reasonable interpretation by school officials.

Section 3:

Academic Eligibility:

Purpose: To make the students aware that with responsibility comes the price of greatness in the classroom. While activities are extremely important to both the students and the school, the major purpose of the students should be to obtain an academic education. To have an eligibility policy that will attempt to keep the students in school on a long-term basis and not just until the end of the semester. To have a regulation that is reasonable to implement. To have a policy that is fair and attempts to retain the students rather than force them out.

c. ELIGIBILITY

Students must not be failing two or more subjects enrolled in the present semester. The student will not be allowed to participate in any public performance or competition on a weekly basis. Students who are failing two or more subjects for more than 10 school days will not be allowed to participate in activities, organizations or attend social functions such as dances. All students/parents will be given notice using the “Progress Reports” when the student is failing a class. Students that are failing two or more subjects will have 10 school days in which to raise their grade deficiency (students continue to practice and play). If one or more grades have not improved to a passing level (70% or higher) at the end of the 10 school days, the student will become ineligible on a weekly basis for public performances or competition (NO PRACTICE-NO PARTICIPATION). Failing more than 2 subjects at one time results in immediate ineligibility.

Section 4

Attendance:

Student participants are expected to meet the following attendance expectations:

1. Attend school regularly. Students who have “excessive absences” as determined under the school’s attendance policy are ineligible to participate in extracurricular activity contests or performances.
2. Be on time for all scheduled practices, contests and departure for contests. In the event a participant is unable to attend a practice or contests the participant should contact the coach or sponsor in advance.
3. On the day of a contest, performance or other activity, be in attendance for a half-day (4 consecutive periods prior to the performance). A student who is not in attendance the half-day is ineligible for the contest, performance, or activity.

4. Exceptions may be made for extenuating circumstances, such as doctor/dentist appointments or family emergencies. The exception must be approved by the Principal or Athletic Director.
5. Every attempt should be made to be in attendance the day of a contest. Sleeping in to rest up for the game will not be considered an extenuating circumstance, nor will going home ill and then returning to play in the contest later that day.

*Absence due to illness for the day or any part of the last half of the day will result in the students not participating in school sponsored activities that day. Special considerations will be taken into account by the principal and activities director.

*An absence the day before an all day activity the following day will result in the student not participating in the activity. The student must be in attendance the last half of the previous day to be eligible to participate. Special considerations will be taken into account by the principal and activities director. This does not affect weekends. The intent of this guideline is to limit missed class time. Example: Student misses on Friday and has an activity on Saturday. Student may attend the activity.

Section 5

Forms

The forms can be found on our website at <http://www.perkinscountyschools.org> or the information can be acquired at the office. Parental Consent form must be completed before a student is allowed to practice/participate.

1. Students activity form can be found on our website:
2. NSAA physical form can be found on our website:
3. Drug testing consent forms must be completed the first day classes commence in the fall, unless the activity begins prior to the first day of classes

Sections 6

Activity Fee- There will be a \$25.00 activity fee for students in grade 7-12 that participates in any school activity. With this fee the student will receive a school activity pass.

Section 7

Insurance:

Perkins County Schools DOES NOT carry health insurance and accident insurance for individuals. It is recommended that students who expect to participate in athletics/activities, carry health and accident insurance. A program endorsed by the school district and offered through School Assurance will be made available.

Section 8

NSAA Eligibility

Prior to completing the Nebraska School Activities Association online eligibility database, be certain you have checked the following eligibility requirements for each student who may participate in an inter-school contest prior to certifying the individual(s) as being eligible.

ACADEMIC REQUIREMENT

Each student received twenty hours of credit the immediate preceding semester (unless a 9th grader). The student is presently enrolled in classes in your school, which will give him/her twenty semester hours of credit that will partially fulfill your school's graduation requirements. Home school students shall have received, or be granted, twenty credit hours for the immediate preceding semester. The twenty credit hours must be accepted and entered on the records of the student as partial fulfillment of the school's graduation requirements.

Section 9

Age Requirement

Student was not nineteen years of age prior to August 1 of current year.

Semester and Season Limitation Requirement

Student has not been a member of a school eight or more semesters since initial enrollment in grade nine. Student has not participated in four or more seasons of the activity in which eligibility is being determined.

Domicile Requirement

School attended the previous year or previous semester.

1. Did he/she attend your high school?
2. Did the student attend high school at another high school within your school district?
3. Was the student's domicile located within another school district and entering a high school for the first time? Is the permanent domicile of the student's legal parent(s) located in your school district? Does the student live with his/her legal parent(s) as defined by NSAA Bylaw 2.6.2?
4. Is it a single parent family? If yes, which parent has custody? There may be some eligibility issues if the student is living with the non-custodial parent.
5. Does the student live with a guardian? (Guardianship does not meet the definition of a legal parent.)

Section 10

Practice Protocol

Regarding Sunday, Wednesday, Early Morning, Lunch Time and Weather Related Activities/Practices/Meetings
(but not limited to):

Wednesday Night Protocol

- Students need to be out of the building by no later than 6:30 p.m.
- No other activities/practices/meetings should take place after 6:30 p.m.
- Due to special or unforeseen circumstances, coaches/sponsors may ask for a session with students on Wednesday night. This must be approved by the Activities Director and communicated to the building Principal.

Early Morning Practice:

- Early Morning Practice during the school year should not begin before 6:45 AM and should conclude by 7:45 AM (Activities Sponsors/Coaches may have an early morning practice if they are scheduled with the Activities Director). Some activities may need to start earlier than 6:45 due to unforeseen circumstances. The building principal and/or superintendent must approve requests for practices that would occur before 6:45 AM.

Student Lunch Time:

- There should be no practices for any activity during lunch. At times a coach or sponsor may need to have a meeting to relay information. (Class meetings, informational meetings will be permissible with approval from AD)

Sunday Protocol

- Individual or small group activities/practices/meetings sessions on school grounds with students are strongly discouraged.
- Activities/Practices/Meetings that have been approved in the past to take place on a Sunday and may continue are: Musical Dress Rehearsal Athletic/Activity
- Practices, if they are to compete in a conference or NSAA sponsored event on Monday or Tuesday of that week.
- All Sunday activities/practices/meetings must be approved and scheduled with the AD, if approved the sessions are not to begin until after 4:00 p.m.
- NSAA football playoffs and the new requirements for contact may cause the team to practice on Saturdays and Sunday's during the playoffs. These practices will not begin until 4:00PM and must be approved by the building Principal and/or Superintendent.

Weather Related Days and Weather Related Early Outs:

- Early out dismissal due to weather, no activities/practices/meetings after the dismissal for that day.
- Cancellation of school due to weather, no activities/practices/meetings for that day.
- Due to special or unforeseen circumstances, coaches/sponsors may ask for a session with students on a weather-related dismissal

Communication

- All Sunday activities/practices/meetings must be approved and scheduled with the AD and approved by the building Principal or Superintendent.
- Due to special or unforeseen circumstances, coaches/sponsors may ask for a session with students on a weather related dismissal.
- Due to special or unforeseen circumstances, coaches/sponsors may ask for a session with students on Wednesday night. Administrator approval is necessary
- Asking for an activities/practices/meetings session does not necessarily guarantee that this request will be granted.

Section 11

Team Travel

Students are encouraged to travel to and from activities on school-sponsored transportation. Permission to travel to an event must be cleared through the Principal or AD. Students departing from an away event must have parent/guardian sign them off of the bus. A parent may send a note with their child to have another parent sign them off. If there is not prior notification, the student will not be allowed to leave with anyone other than the **parent or guardian**.

Section 12

Consent forms and Physicals

Parental Consent forms

A Parental Consent Form is to be signed by the student and his/her parent(s). Be certain that each form has the parent's or guardian's signature and current address. The purpose of this form is to inform parents and students of the rules, to provide the "giving notice" requirement of due process, and provides a warning as to the potential of injury while participating. It is important that the enclosed Parental Consent Form language be used as it contains wording to accommodate some potential issues regarding roster information and photographs. It is essential that each individual participating in NSAA activities have a Parental Consent form on file at your school. The insurance carrier for the Nebraska School Activities Association requires the WARNING to accompany the Parental Consent Form. **THE PARENTAL CONSENT FORM SHALL BE SIGNED EACH YEAR.**

Physicals

Students must have a physical on file before participating in practice for NSAA athletic activities each school year. Physicals can be completed as early as June 1 of the upcoming school year.

Perkins County Schools

Alcohol/Drug/Tobacco

Students shall not engage in the unlawful use, possession, selling or dispensing of a controlled substance or an imitation controlled substance, as defined by Nebraska law, a substance represented to be a controlled substance, or alcoholic liquor as defined by Nebraska law and shall not be under the influence of a controlled substance or alcoholic liquor. The possession and/or use of alcohol, drugs, tobacco, or non-medically-prescribed controlled substances (as defined by State Law) is forbidden on the school grounds, in the building or at school functions at home or away activities or in transit.

No student shall be at, or remain at the site of any party, or be in any vehicle, residence or other building where any minor is using or possessing an alcoholic beverage or illegal drug (aka “in the presence of”).

The school has the right to investigate upon reasonable cause. It will be considered a violation upon being ticketed for an alcohol or drug related offense, self-reporting, or if the investigation determines a violation occurs. Consequences incur when administration determines a violation occurs.

Note:

- - An activity shall be considered an extra-curricular activity or NSAA sanctioned activity including, but not limited to: volleyball, football, basketball, wrestling, track, golf, dances, speech, academic events, FFA, FCCLA, drama, fine arts, school sponsored social activities. Activities not included shall be graduation with the approval of the administration.
- - Ineligible students lose eligibility to participate in activities, but may practice, attend meetings, and/or attend events with the team at the coach's/sponsor's discretion only if school attendance is not affected.
- - The policy shall be totaled from year to year. A new year begins on the first day of NSAA sanctioned practice in the fall and ends in the spring at the conclusion of NSAA boys state golf.

DISCIPLINARY ACTION

1. **Consequences for Violating PCS Alcohol/Drug/Tobacco Policy and/or Testing Positive under PCS Extracurricular Drug Testing Policy.** Whenever the test results indicate the presence of drugs, the Drug Program Coordinator shall schedule and hold a confidential meeting with the student, parent/guardian, and sponsor/coach. Other members of the school's administration may also attend the meeting. At the meeting, the Drug Program Coordinator shall explain the drug testing procedures and the policy of the district. The consequences shall be as follows (**All offenses are cumulative in grades 9-12**):

Students lose the opportunity to self-report once they are randomly selected for testing.

- a. **First Offense**

- d. The student may be required to attend practice at the determination of coaches/sponsors and administration.
- e. The student will be ineligible to publicly perform in any extracurricular activity for 21 calendar days. The day of the positive test result, self-

report, or administrator determination shall be the first day for counting purposes. If a student self-reports within 72 hours, the number of days shall be reduced from 21 to 14. If the end of the activity precedes the end of the 21/14 days, the remaining days will carry over to the next activity so the student completes the required number of days. The student must miss at least one contest, performance, or activity that is scheduled in or nearest the suspension time. The student may/may not letter and/or receive team awards as determined by coaches/sponsors and administrators.

- f. The student shall attend 3 hours of drug and alcohol counseling or educational programming at the student's expense as arranged or approved by the Drug Program Coordinator.
- g. The student must submit to a district-administered test and test negative before returning to the activity. The student will be subject to follow-up drug tests at least one time per month for the next 12 months or end upon graduation.

b. Second Offense

- d. The student may be required to attend practice at the determination of coaches/sponsors and administration.
- e. The student will be ineligible to publicly perform in any extracurricular activity for 42 calendar days. The day of the positive test result, self-report, or administrator determination shall be the first day for counting purposes. If a student self-reports within 72 hours, the number of days shall be reduced from 42 to 28 days. If the end of the activity precedes the end of the 42/28 days, the remaining days will carry over to the next activity so the student completes the required number of days. The student must miss at least one contest, performance, or activity that is scheduled in or nearest the suspension time. The student may/may not letter and/or receive team awards as determined by coaches/sponsors and administrators.
- f. The student shall obtain a drug and alcohol assessment at student's expense from a certified substance abuse counselor or licensed mental health provider who holds a valid license that includes in its scope of practice the ability to administer substance abuse evaluations and/or treatment. The student shall provide written proof of obtaining the assessment to Drug Program Coordinator. The student is strongly encouraged to comply with the assessment recommendations.
- g. The student must submit to a district-administered test and test negative before returning to the activity. The student will be subject to follow-up

drug tests at least one time per month for the next 12 months or end upon graduation.

c. Third Offense

The student will be ineligible to participate in any extracurricular activity for the remainder of the school year.

d. Fourth Offense

The student will be ineligible to participate in any extracurricular activity for the remainder of the student's time at the school district.

Completion Suspension

Students reprimanded at the end of a semester will see their suspension carried over to the following activity calendar/semester even if that carry over is in a new school year/activity year.

Procedure Prior to Suspension:

In the event that this policy is violated and a student is to be suspended from an activity, the following process shall be initiated:

1. The student shall be notified by school officials of the alleged rule violation
2. The student will be asked if his/her parents are aware of the violation. If the parents are not aware of the violation; a phone call will be made to the parents.
3. During the meeting, school officials will summarize details related to the incident and then advise the student of the action that will be taken. The student shall have an opportunity to present information or details related to the incident. The student shall also be afforded full opportunity to make any statements or request explanations related to the incident.
4. The building principal or Athletic Director shall issue a decision related to suspension. This decision is final and binding.

BLANKET AUTHORITY

The Perkins County School Board, in adopting this Drug and Alcohol Policy, realizes that the foregoing may not extend to any and all situations where a student of Perkins County Schools may be involved with drugs and alcohol. For this reason, the Perkins County School Board hereby directs and authorizes the principal to take such other and further actions as may be necessary in any given event to discipline any Perkins County School student who may be involved in a violation of the intent and spirit of this policy, notwithstanding such violation may not specifically be set forth herein.

ADDITIONAL REQUIREMENTS

Coaches/sponsors may have additional requirements of participants ranging but not limited to dress on game days to practice requirements.

I have read and understand the student activity handbook for Perkins County High School.

_____	_____	Student Signature Date
_____	_____	Parent Signature Date
_____	_____	Coach/Sponsor Signature Date

**PERKINS COUNTY PUBLIC SCHOOLS
GRANT, NEBRASKA**

**MANDATORY DRUG TESTING POLICY FOR STUDENTS
INVOLVED IN EXTRA CURRICULAR ACTIVITIES OR THAT HAVE
VOLUNTARILY BEEN PLACED IN THE DRUG TESTING PROGRAM BY THEIR
PARENT/GUARDIAN at Perkins County High School**

Extracurricular Drug Testing Program

The school district supports and values student participation in extracurricular activities, but such participation in school district extracurricular activities is a privilege and not a right. Students in all extracurricular activities in grades 9-12 shall be subject to mandatory and random testing for the presence of alcohol or illegal drugs.

DEFINITIONS

DPA: A national certified Drug Program Administrator, which shall use a certified laboratory in testing of samples. The Board will choose a nationally certified DPA for the purpose of determining through random selection the student(s)/participant(s) to be tested.

DPC: The Drug Program Coordinator shall be the building Principal/Activities Director or his/her designee

MRO: Medical Review Officer

2. Purpose of Random Drug Testing

- 1) To provide for 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; and
- 4) To encourage students who use illegal drugs and/or alcohol to participate in appropriate treatment programs.

3. Each student who participates or seeks to participate in extracurricular activities shall be given a copy of this policy. This policy may also be included in the student handbook. An orientation for students and parents will be held at the start of the school year to talk about the policy and procedures.

4. **Activity Programs:** Any activity that meets the guidelines of an extracurricular activity at Perkins County Public Schools, which shall include the following but not limited to:

Basketball	Jazz Band	Student Council	Swing Choir
Football	Mock Trial	NHS	
Volleyball	Speech	Track	
Cross Country	Wrestling	Golf	
Musical/Play	Quiz Bowl	FFA	
FCCLA	Science Club	Marching Band	
Pep Band	Cheerleading	One Acts	

5. Students Who Are Required to Submit to Drug Testing

- a. **Grades.** All students in grades 9-12 who participate in any extracurricular activity or competition listed above are part of the pool subject to random drug testing.
 - b. **Consent.** A student and his or her parent(s)/guardian(s) must sign a consent form before the student shall be eligible to try out for, practice with, or Baparticipate in the extracurricular activity. The consent form is attached to this policy.
 - c. **Selection Pool Eligibility.** Students shall remain in the selection pool for an entire calendar year (365 days) from the date the consent form is received by the school district except that students who quit during the season or activity (prior to being selected for testing) or students who are cut from an activity will be removed from the testing pool. A participant may be subject to testing at any time during the said 365 day period. Any student who tests positive during the school year will be tested through the summer months. Summer months are from the first day after the last day of classes in the spring through the last day before the first day of classes in the fall.
 - d. **Withdrawal.** Students who have a consent form on file remain eligible for drug tests from the date the consent form is received by the school district and throughout the remainder of the school year or until the student files a Withdrawal of Student from Activity form signed by the student and his or her parent(s)/guardian(s). Upon withdrawal, the student shall not be eligible to participate in any activity that is subject to drug testing for 365 days from the date of withdrawal. A student who files a Withdrawal of Student from Activity form after selected for a random drug test but before submitting to the test or after testing positive shall be ineligible to participate in any extracurricular activities for one calendar year from the date the Withdrawal of Student from Activity form is received by the Drug Program Coordinator.
6. **Drugs.** Students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having drugs present in their system. “Drugs” means:
- a. Any substance considered illegal by the Uniform Controlled Substances Act, Neb. Rev. Stat. § 28-401 *et seq.*
 - b. Any substance which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances or other prescription drugs;
 - c. Alcohol for any student under the age of 21. Alcohol shall have the meaning

as provided in NEB. REV. STAT. § 48-1902(1).

7. Testing Procedures

- a. **Student Selection.** All students who participate in extracurricular activities and submit a consent form will be included in a master list and will be subject to random drug screening. The master list shall be submitted to the company employed by the district to conduct the testing. The DPA will identify students on the master by number.
- b. **Reasonable Suspicion Testing.** In addition to random drug testing, a student is subject to drug testing at any time when the Drug Program Coordinator determines there is individualized reasonable suspicion based upon articulable facts to believe that the student has used a drug. The Drug Program Coordinator will notify the student and take the necessary steps to schedule a test as soon as practicable.
- c. **Parental Request.** Students who do not participate in extracurricular activities may be added to the random drug screening master list upon parental request. Parent(s)/guardians may also request that their student be subject to non-random drug screening. The school will arrange for the test as soon as practicable. The parent(s)/guardian(s) making a request under this subparagraph must submit a signed consent form and indicate which type of test is being requested. Any cost associated with tests administered as a result of parental request must be paid by the parent(s)/guardian(s) in advance of the test.
- d. **Type of Test.** The school district reserves the right to utilize breath, saliva, hair or urinalysis testing procedures. Urine and oral fluid samples, which screen positive will be confirmed by GC/MS (Gas Chromatography/Mass Spectrometry). Positive saliva or breath alcohol tests will be confirmed by EBT (Evidential Breath Tester).
- e. **Collection Site.** The Drug Program Coordinator will designate the collection site at which student will provide specimens. The collection site may be off the premises of the school district.
- f. **Sample Collection.** Samples will be collected as directed by the Drug Program Administrator on the same day the student is selected for testing, or if the student is absent an alternate will be selected, in sequential order, from an alternate list provided by the Drug Program Administrator. If a urine sample is required, all students providing samples will do so alone in an individual bathroom or stall with the door closed.
- g. **Collection Procedures.** The school board will select a Drug Program Administrator (DPA). The DPA shall randomly select the students subject to

drug testing from the master list. The DPA will maintain and follow generally accepted industry standards for collecting, maintaining, shipping, and accessing all specimens. The DPA will seek to obtain the sample in a manner designed to insure accurate testing protocols while minimizing intrusion into a student's privacy. The DPA and the school district will provide a copy of the collection procedures upon request.

- h. Drugs.** Students may be randomly tested for any drugs, including but not limited to alcohol, amphetamines, marijuana or cannabinoids, cocaine, methadone, methaqualone, propoxyphene, hallucinogens, opiates, phencyclidine, synthetic opiates and PCP, steroids, barbiturates, benzodiazepines, alcohol, and any prescription drug that was obtained without proper authorization.
- i. Results.** The DPA shall notify the student and the Drug Program Coordinator of any positive test after the initial screening. The school representative shall notify the student's parents. The DPA will use a secure method to transmit all positive test results to the DPA's Medical Review Officer (MRO). The MRO will be certified by an MRO accreditation body. The MRO will be responsible for reviewing test results and determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. Prior to making a final decision, the MRO or his or her assistant shall contact the student and his or parent(s)/guardian(s) to discuss the result either face-to-face or over the telephone. If the MRO determines the test results are negative, no further action shall be taken against the student. The MRO will report results of verified positives to the DPA. The DPA shall then notify the Drug Program Coordinator of the positive test result. The Drug Program Coordinator shall notify the student and his or her parent(s)/guardian(s) and any staff members responsible for implementing the consequences of this policy.
- j. Request for a Retest.** A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. A student's parent(s)/guardian(s) may request that the split specimen be tested at a second nationally certified laboratory from a list provided by the MRO. The request for the test must be submitted in writing to the MRO (with a copy sent to the Drug Program Coordinator) within 72 hours of being notified of the final testing result. The student and his or her parent(s)/guardian(s) must pay the associated costs for an additional test in advance. The costs will be reimbursed if the result of the split sample test is negative. The student will remain subject to the consequences of this policy during the retesting procedure.
- k. 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 the 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.

- I. **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 tests 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.
-
8. **Consequences for Testing Positive.** Whenever the test results indicate the presence of drugs, Drug Program Coordinator shall schedule and hold a confidential meeting with the student, parent/guardian, and sponsor/coach. Other members of the school's administration may also attend the meeting. At the meeting, the Drug Program Coordinator shall explain the drug testing procedures and the policy of the district. The consequences shall be as follows (**All offenses are cumulative in grades 9-12**):

Students lose the opportunity to self-report once they are randomly selected for testing.

a. First Offense

- d. The student may be required to attend practice at the determination of coaches/sponsors and administration.
- e. The student will be ineligible to publicly perform in any extracurricular activity for 21 calendar days. The day of the positive test result shall be the first day for counting purposes. If the end of the activity precedes the end of the 21 days, the remaining days will carry over to the next activity so the student completes the required number of days. The student must miss at least one contest, performance, or activity that is scheduled in or nearest the suspension time. The student may/may not letter and/or receive team awards as determined by coaches/sponsors and administrators.
- f. The student shall attend 3 hours of drug and alcohol counseling or educational programming at the student's expense as arranged or approved by the Drug Program Coordinator.
- g. The student must submit to a district administered test and test negative before returning to the activity. The student will be subject to follow-up drug tests at least one time per month for the next 12 months or end upon

graduation.

b. Second Offense

- d. The student may be required to attend practice at the determination of coaches/sponsors and administration.
- e. The student will be ineligible to publicly perform in any extracurricular activity for 42 calendar days. The day of the positive test result shall be the first day for counting purposes. If the end of the activity precedes the end of the 42 days, the remaining days will carry over to the next activity so the student completes the required number of days. The student must miss at least one contest, performance, or activity that is scheduled in or nearest the suspension time. The student may/may not letter and/or receive team awards as determined by coaches/sponsors and administrators.
- f. The student shall obtain a drug and alcohol assessment at student's expense from a certified substance abuse counselor or licensed mental health provider who holds a valid license that includes in its scope of practice the ability to administer substance abuse evaluations and/or treatment. The student shall provide written proof of obtaining the assessment to Drug Program Coordinator. The student is strongly encouraged to comply with the assessment recommendations.
- g. The student must submit to a district administered test and test negative before returning to the activity. The student will be subject to follow-up drug tests at least one time per month for the next 12 months or end upon graduation.

c. Third Offense

- d. The student will be ineligible to participate in any extracurricular activity for the remainder of the school year.

d. Fourth Offense

The student will be ineligible to participate in any extracurricular activity for the remainder of the student's time at the school district.

9. Refusal to Test

A student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy, shall be deemed to have submitted a positive test.

10. Tampering

Tampering is the use of any agent or technique, which is designed to avoid detection of a drug and/or compromise the integrity of a drug test and is prohibited. This includes providing false urine samples (for example, urine substitution), contaminating the urine sample with chemicals or chemical products, the use of diuretics to dilute urine samples, and the use of masking. If the Drug Program Coordinator determines that a student tampered with a drug test, the student shall be deemed to have submitted a positive test. Additionally, the consequence will advance one level in the disciplinary scope and sequence based on the student's current or past violation(s) of the policy. Example, if it were the student's first violation, the consequence would equal a second offense.

The use of any such agent or technique shall be treated as a positive test for drugs prohibited by this Policy and shall be subject to the penalties set forth in Section 9 of this Policy.

11. Maintenance of Records

All results of drug testing shall be confidential. Procedures for maintaining confidentiality will be developed by the school district and the testing organization. The Drug Program Coordinator shall maintain records of positive tests in a secure location. This information will not be available to anyone other than appropriate school personnel and parents. This information will be destroyed upon the student's graduation or one year after the student's class graduates. Under no circumstances will this information become a part of the student's permanent file, nor will it be sent to another school when the student moves to another district or transfers to another school. The school district will not share drug testing results with any law enforcement agencies.

12. Appeal.

The school district will rely solely upon the opinion of the MRO to determine whether the positive test result was the result of the consumption of a drug. There shall be no appeal of the test result to any school administrator or the board of education.

13. Severability

If any portion of this policy is deemed to be contrary to the law of the state of Nebraska or the United States by judicial decision or an act of Congress, then only such portion or provision directly deemed to be unconstitutional shall be stricken, and the remainder of the policy shall remain in full force.

**PERKINS COUNTY SCHOOLS
CONSENT TO PERFORM RANDOM DRUG TESTING
2018-2019**

Student Name _____ Grade _____

As a student and parent:

- < We understand and agree that participation in extracurricular activities is a privilege that may be withdrawn for violations of the Extracurricular Drug Testing Policy.
- < We have read the Extracurricular Drug Testing Policy and understand the responsibilities and consequences as an activity participant if the student violates the policy.
- < We understand that when students participate in any extracurricular activity, they will be subjected to random drug testing, and if they refuse, will not be allowed to practice or participate in any extracurricular activity. We have read this consent statement and agree to its terms.
- < We understand this is binding while a student is enrolled in _____ School District.

CONSENT TO PERFORM DRUG TESTING

We hereby consent to allow the student named on this form to undergo drug testing for the presence of drugs and alcohol in accordance with the Extracurricular Drug Testing Program adopted by the Board of Education. We understand that any samples will be sent only to a qualified laboratory for actual testing. We hereby give our consent to the medical vendor selected by the school board, their Medical Review Office (MRO), laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform testing for the detection of drugs and to release the results of those tests as provided in the policy. We understand these results will be forwarded to school district officials and will also be made available to us. We agree to sign any necessary releases if requested to do so.

We understand that consent pursuant to this Consent to Perform Random Drug Testing will be effective for all extracurricular activities in which this student might participate during the current school year.

We hereby release the Perkins County Board of Education and its employees from any legal responsibility or liability for the release of such information and records, pursuant to the policy.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

I have read and understand the student activity handbook for Perkins County High School.

Student Signature Date

Parent Signature Date

Coach/Sponsor Signature Date