



**STUDENT-ATHLETE
HANDBOOK**

2023-2024

www.margarettaschooldistrict.com

TABLE OF CONTENTS

General Information.....	3
Forward.....	4
Mission Statement.....	4
Statement of Purpose.....	4-5
Sandusky Bay Conference Sportsmanship Policy.....	6
Chain of Command.....	7
Communication Guide.....	8-10
Eligibility Guidelines.....	11
Required Documents for Athletic Participation.....	12
Extra-Curricular Activity Discipline Code.....	13-16
Margaretta Local Schools Drug Testing Policy.....	17-29
Contract for Participating on Two Athletic Squads at the Same Time.....	30

GENERAL INFORMATION

NAME OF SCHOOL: Margaretta High School and Middle School

ADDRESS: 209 Lowell Street
Castalia, OH 44824

PHONE NUMBER: 419-684-5351

SUPERINTENDENT: Ed Kurt

TREASURER: Diane Keegan

PRINCIPAL: Dr. Jennifer Theis

ASSISTANT PRINCIPAL: Michael Roberts

ATHLETIC DIRECTOR: Drew Grahl

ASSISTANT ATHLETIC DIRECTOR: Mark Freeh

SCHOOL COLORS: Kelly Green and White

CONFERENCE: Sandusky Bay Conference

DISTRICT WEBSITE: www.margarettaschooldistrict.com

ATHLETIC DEPARTMENT TWITTER: @mhspolarbears

ATHLETIC DEPARTMENT FACEBOOK: Margaretta Athletics

DISTRICT FACEBOOK: Margaretta Local Schools

FORWARD

This handbook has been prepared with the intention of being a reference guide for regulations, existing rules, and information now in effect concerning the athletic policies and procedures of the athletic department at Margareta High School.

It is our hope that this handbook will contribute to a better understanding of policies and procedures which should give us a more efficient athletic program.

It is our wish that this handbook will be helpful to those for whom it is intended. Certainly, from time to time, our policies and regulations may change. We welcome any ideas or suggestions that will improve our athletic program at all times.

MISSION STATEMENT: MARGARETTA ATHLETIC DEPARTMENT

We will build respectful and hardworking young men and women, who will be highly competitive in each respective sport, and who will represent their school and community with pride and dignity. Good sportsmanship will be expected from our coaches, athletes, and parents. Academics will always remain as the top priority of our student-athletes.

STATEMENT OF PURPOSE: MARGARETTA ATHLETIC DEPARTMENT

We believe the interscholastic athletic program and other programs which support the interscholastic program exist for the purpose of:

1. Providing students who have interest and ability in sports with an outlet for the expression of these interests and abilities.

2. Providing an opportunity to experience important lessons of life which are part of athletics. For example:
 - a. The opportunity to see that many limitations, physical and mental can be conquered.
 - b. The joys of teamwork as well as individual accomplishment.
 - c. The ability to accept both victory and defeat gracefully.
 - d. The opportunity to develop ideas and habits of health, fair play, initiative, achievement and emotional control.

3. We believe that athletics provide tangible values for the student body. Athletics can make a substantial contribution to morale, and can provide an outlet for enthusiasm.
4. We believe the welfare of the individual student is always to be the primary concern. The game exists for the student.

In relating the desire to win with the purpose that has been listed, the Athletic Department feels that the lessons can be more easily taught in a winning atmosphere. However, the general philosophy underlying the Margareta High School Athletic Department as guided by the policies of the Board of Education must emphasize not merely the winning of games, but the development of team and self-discipline, cooperation, and sportsmanship on the part of the students, the faculty, and the residents of the Margareta Local School District.

Since Margareta High School is a member of the Ohio High School Athletic Association and the Sandusky Bay Conference, all athletic procedures conform to the rules and regulations of the Ohio High School Athletic Association and the Constitution and By-Laws of the Sandusky Bay Conference.

SANDUSKY BAY CONFERENCE
SPORTSMANSHIP-ETHICS AND INTEGRITY POLICY

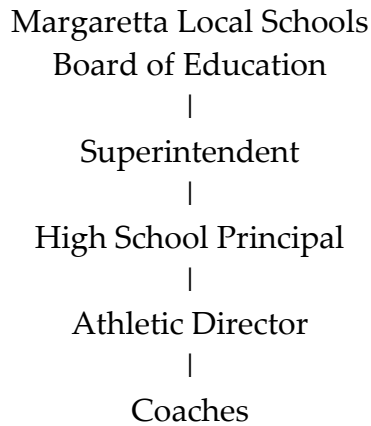
The following are ACCEPTABLE BEHAVIORS at an athletic contest in the Sandusky Bay Conference:

- Applauding during introductions
- Cheerleaders leading fans in positive cheers in a positive manner
- Treating the game as a game and not a war
- Applauding the efforts of both teams at game's end
- Showing concern for an injured player regardless of team
- Encouraging, in fact, demanding sportsmanlike behavior from those fans near you
- Departing the game venue in a dignified and ethical manner
- Face painting and spirited costumes when not offensive or suggestive
- Loud positive noise in support of your own team.

The following are CONSIDERED UNACCEPTABLE BEHAVIORS AND SUBJECT TO SANCTION ranging from WARNINGS to DISMISSAL and SUBSEQUENT SUSPENSION FROM ATTENDANCE.

- Using an opponent's name or number in a cheer or chant.
- Profanity, Taunting, Trash Talking or Heckling.
- Wearing derogatory or offensive attire.
- Standing on seats or excessive bouncing up and down on the bleachers.

MARGARETTA ATHLETIC ADMINISTRATION CHAIN OF COMMAND



Coaches, athletes, and parents should follow the line of authority on all matters pertaining to the athletic department. Ethical procedure demands that issues in the athletic program originating at any level shall proceed upwards through each office of responsibility, or inversely, it shall follow the same line of authority downward. To bypass any office not only delays consideration, but causes misunderstanding.

MARGARETTA ATHLETIC DEPARTMENT COMMUNICATION GUIDE

Introduction

We are pleased that your son or daughter has chosen to participate in the Margaretta Local School District interscholastic athletic program. Our goal is to provide our student-athletes with the most rewarding experience possible. We believe that this goal may not be realized without appropriate lines of communication available to all parties involved. This "Communication Guide" has been developed to help coaches, parents, administrators, and athletes communicate more effectively:

Communication You Should Expect From The Coach

- Philosophy of the coach
- Expectations the coach may have for your child and team
- Locations and times of all practices and contests
- Team requirements (attendance, off-season conditioning, fees, equipment, eligibility, etc.)

Communication The Coach Expects From Parents And Student-Athletes

- Notification of scheduling conflicts well in advance
- Special needs of the athlete that may not be apparent to the coach
- Concerns expressed directly to the coach first

Appropriate Concerns To Discuss With A Coach

- The mental and/or physical treatment of your child
- Concerns about your child's behavior
- Ways to help your child improve

Concerns Not Appropriate To Discuss With A Coach

- Playing time/Position Assignment
- Team strategy/Play calling
- Matters concerning other student-athletes

Procedure For Addressing Appropriate Concerns With A Coach

- Encourage your child to first address the concern with the head coach
- Contact the head coach to set up an appointment
- If the head coach cannot be reached after a reasonable amount of time, call the Athletic Director. An appointment with the head coach will be arranged for you.
- **Important!** Please **do not** attempt to confront a coach before or after a contest or practice session. These can be emotional times for both the parent and coach. Meetings of this nature do not promote resolution and in fact often escalate the situation.

What If The Meeting With The Coach Did Not Provide A Satisfactory Resolution?

- Although total agreement may not always be reached, a meeting affords the opportunity for productive discussion and better understanding. If a parent desires further discussion, please call the Athletic Director to set up a meeting.
- The Margareta Local School District in conjunction with the Athletic Department follow the chain of command listed below. We ask that you observe the order of this line of communication if you elect to pursue any concern you may have in regard to the athletic program.
 1. Head Coach
 2. Athletic Director
 3. Building Principal
 4. Superintendent
 5. Board of Education

Parents' Role In Interscholastic Athletics – Communicating With Your Child

- Make sure your children know that win or lose, scared or heroic, you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- Try your best to be completely honest about your child's athletic ability, competitive attitude, sportsmanship, and actual skill level.
- Be helpful, but don't coach them. It's tough not to, but it is a lot tougher for a child to be flooded with advice and critical instruction.
- Teach your child to enjoy the thrill of competition, to be "out there trying," to be working to improve their skills and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.
- Try not to relive your athletic life through your child in a way that creates pressure. Remember, you were frightened at times and were not always heroic. Your child needs your support. There is a thinking, feeling, sensitive, free spirit in that uniform who needs a lot of understanding, especially when things don't go their way. If they are comfortable with you win or lose, then they are on their way to maximum enjoyment.
- Don't compete with the coaches. If your child is receiving mixed messages from two different authority figures, he or she will likely become confused.
- Don't compare the skill, courage, or attitude of your child with other members of the team.
- Get to know the coach. Then you can be assured that his or her philosophy, attitudes, ethics, and knowledge are such that you are happy to have your child under his or her leadership.
- Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before overreacting.

STUDENT ACADEMIC ELIGIBILITY GUIDELINES

Academics:

- Students in grades 9-12 must maintain a 1.5 grade point average and/or earned no more than one "F" in the immediately preceding grading period. They must also have a passing grade of "D" or higher in the equivalent of five full credit courses or more. (Example: Physical Education does not count as a full credit course)
- Students in grades 7-8 must maintain a 1.5 grade point average and/or earned no more than one "F" in the immediately preceding grading period. They must also have a passing grade of "D" or higher in any five courses or more. Students who are just entering 7th grade are automatically eligible during the first quarter of the school year.
- Each school team/sport roster will be considered final following the completion of 30% of that team/sports regular season schedule. Any extenuating circumstances would have to be approved by the building principal and athletic director to override this 30% policy.

REQUIRED DOCUMENTS FOR ATHLETIC PARTICIPATION

**** PLEASE NOTE THAT ALL ATHLETIC FORMS CAN BE LOCATED ON THE DISTRICT'S FINAL FORMS ONLINE PLATFORM.** There are numerous forms required for athletic participation. Below are just a few examples of these required documents.

1. **EMERGENCY MEDICAL FORM:** All students must have a current emergency medical form on file at the school. Coaches must keep a copy of this form in order for a student to be allowed to practice.

2. **PHYSICAL PACKET:** Each student must be cleared by a medical physician before being permitted to practice. The current physical packet must be completely filled out and kept on file in the Athletic Office. Physicals are good for 13 calendar months after signed by a physician. A blank physical packet can be found in the Athletic Office, the Margareta Schools Athletic website: www.margarettaschooldistrict.com, or on Final Forms. Please note that only the two pages that are completed by the physician are required to be printed off, completed by the physician, then turned in to the Athletic Office.

3. **DRUG TESTING CONSENT FORM:** All students must turn in a drug testing consent form in order to participate in extra-curricular activities. This form is to be kept in the Athletic Office. Students who do not submit this document will be denied the privilege to participate in sports until it is turned in. The drug testing policy and a blank drug testing consent form can be found in the Athletic Office, or on the Margareta Schools Athletic website: www.margarettaschooldistrict.com

4. **OHIO DEPARTMENT OF HEALTH CONCUSSION INFORMATION SHEET:** All students must turn in this document which provides students and parents awareness information on concussions. The document requires a signature from the student-athlete and the parent/guardian. This form is to be kept in the Athletic Office. A blank concussion information form can be found in the Athletic Office, or on the Margareta Schools Athletic website: www.margarettaschooldistrict.com

EXTRA-CURRICULAR ACTIVITY DISCIPLINE CODE

All students and their parents/guardians are responsible for being familiar with the Margareta Student Handbook. One specific section of the handbook that you will want to pay close attention to is the Extra-Curricular Activity Discipline Code, which includes the Code of Conduct for Athletics. The Margareta Student Handbook for High School and Middle School students can be found on the Margareta Schools website: www.margarettaschooldistrict.com. Additionally, a paper copy of the Student Handbook will be available in the High School Office upon request.

CONDUCT RULES FOR EXTRA-CURRICULAR & CO-CURRICULAR ACTIVITIES

The Margareta Local Schools Board of Education recognizes the value of extra-curricular and/or co-curricular activities in the educational process and the values that young people develop when they have an opportunity to participate in organized activity outside the traditional classroom. The Board of Education regards the participation in any extracurricular activity as a privilege, not a right. Students involved in Board approved activities are expected to demonstrate the same level of responsibility and behavior at practice and competitions as is expected in the classroom. The Board further expects each student who chooses to participate in extracurricular activities to demonstrate a high level of sportsmanship, ethics, and integrity in all phases of the educational process and in all segments of their involvement in the community. In order to aid our students in maintaining an optimum performance level and so that there can be consistency throughout the many programs, the following policies have been developed. These regulations are to be in effect and enforced for their entire year (12 months).

Therefore, as provided for in Ohio Revised Code Section 3313.664, the Board of Education authorizes the building principal or designee to deny participation to a student from one or all extracurricular or co-curricular activities for the following:

1. Violations of the Student Code of Conduct;
2. Violations of established athletic training rules or rules of the school organization that the student is a member;
3. Failure to meet academic standards as established by the Board of Education;

4. For conduct that demonstrates lack of character, integrity, or ethics and/or conduct that may bring discredit to the school or its programs. (i.e. criminal charges for any felony or serious misdemeanor);

5. For behavior which indicates that a student's further participation in any activity that may represent a threat to the safety and/or well being of other students and or staff.

Denial of participation may be invoked for student conduct that occurs at school and/or a school related activity and/or for conduct outside the school day and/or off school property.

The length of the denial from extracurricular activities may be from one (1) school day to a complete school year. The exact length of the denial shall be determined by the building principal or designee. This determination shall be based upon such factors as the severity of the misconduct, the frequency of a student's involvement in other situations involving misconduct, concern for the safety of other students and/or staff members, concern for the reputation of the school and/or the extracurricular program(s) that the student is associated with, and/or other factors that may be deemed relevant by the principal or designee.

A student that is denied participation from extracurricular activities for items #4 or #5 above may request a review of his/her denial by the superintendent of the school. This request must be submitted in writing within five (5) school days of the student receiving notice from the building principal or designee that he/she has been denied from an extracurricular activity.

Denial, as used in this policy, relates only to extracurricular activities and does not relate to the removal of a student from the school district's educational program.

1. Students:

All behavior unbecoming of a Margareta student such as insubordination toward the coach(es), directors, advisors, and officials, unsportsmanlike conduct, and any obscene gestures may result in the denial and/or loss of participation in all activities.

All Student Handbook violations may also be subject to disciplinary actions taken by the coach/advisor/administration which may result in denial and/or loss of participation.

2. Use of drugs, alcohol, and/or tobacco products: (this includes students 18 years of age and older)

No student-athlete will possess, transmit, or use drugs, alcohol, and/or tobacco products in any form, or have them in his/her possession. This includes, but is not limited to "look-a-like" drugs, drug paraphernalia, any materials used in vaping, illegal edible materials, etc.

1). First Violation:

A). The eligible student will make an appointment with a chemical dependency counselor for a drug assessment and then follow the recommendations of the counselor. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/Guardians/Custodians must pay for this expense.

B). The eligible student will be denied participation in athletics for 20% of a season for first offense violations of Nicotine (including vape), Alcohol, and/or THC (marijuana). First offense violations for the use, possession, or transmission of any other illegal drug or substance will result in a 40% denial of athletic participation. The eligible student will be denied participation of the current season, with any remaining percentage of the denial of participation applied to the next season of participation if needed. The eligible student may continue to practice with the team and sit with the team during contests only. The eligible student may not wear a team uniform during this denial of participation.

C). The eligible student may be denied 30 school days of driving/parking privileges on school property.

D). The eligible student may be denied participation for 30 calendar days of all extracurricular/co-curricular activities, with any remaining days of the denial of participation applied to the next season of participation if needed. The eligible student may not attend club meetings and/or participate in off campus trips or special events. In the case of performing arts, an eligible student may continue to practice with the group but not participate in the performance. The eligible student may not wear a uniform during this denial of participation.

2. Second Violation:

A). The eligible student will make an appointment with a chemical dependency counselor for a drug assessment and then follow the recommendations of the counselor. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol

and Drug Addiction Services. Parents/Guardians/Custodians of the eligible student must pay for this expense.

B). The eligible student is denied participation in athletics, extra-curricular/co-curricular activities (which does not include class time), and may be denied driving/parking privileges for one calendar year. The calendar year begins from the date of notification of the violation.

3. Third Violation:

The eligible student will be permanently denied participation in athletics, extra-curricular activities and may be denied driving/parking privileges, and co-curricular activities (with no class time missed and no academic impact) immediately. The principal/designee will determine the beginning date for denial of participation in co-curricular activities.

Violations are accumulative throughout the eligible student's schooling from 7th to 8th grade then from 9th through 12th grade.

3. Written/Electronic Transmissions

Student-athletes are responsible for information contained in written or electronic transmissions (i.e.: email) and any information posted on a public domain (i.e. internet, chat room, Facebook, You Tube, Twitter). Inappropriate or embarrassing information or pictures should not be posted in any public domain. Student-athletes are not precluded from participation in such online social network sites; however, student-athletes should be reminded that they serve as representatives of Margaretta Schools. Any individual that is identified on a social networking site which depicts illegal or inappropriate behavior will be considered in violation and is therefore subject to extra-curricular discipline.

4. Theft of personal belongings

Margaretta Local Schools will not be responsible/liable for any lost or stolen personal items while a student or staff member is at school or attending any district approved activities, i.e., Athletic Contest, performance or field trip.



MARGARETTA LOCAL SCHOOL DISTRICT
POLICY AND PROCEDURES FOR DRUG TESTING

The Margaretta Local School District (“District”) Board of Education (“Board”) Drug Testing Policy was formed in an effort to deter District students from using alcohol and illicit drugs. This policy reflects the Board and the community’s strong commitment to establishing a truly drug and alcohol free school program. This policy shall apply to eligible students in grades 7-12. Eligible students include athletes, students participating in co-curricular/extra-curricular activities, students who opt in to the drug/alcohol testing program, and student drivers parking on school property. (Attachment A.)

THE PURPOSE OF THIS POLICY SHALL BE:

1. To continue to provide a healthy and safe environment to all students.
2. To encourage students to remain drug free.
3. To provide a legitimate reason for students to refuse drugs and alcohol due to peer pressure.
4. To provide solutions for students using drugs or alcohol.

The random drug testing program does not affect the current policies, practices, or rights of the District regarding student drug and/or alcohol possession or use, where reasonable suspicion is established by means other than drug testing through this policy. No student will be suspended or expelled from school as a result of any certified “positive” test conducted pursuant to this policy.

No student will be penalized academically for testing positive for banned substances. The results of a drug test will not be documented in any student’s academic record. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities without legal compulsion by valid and binding subpoena or other legal process, which the Margaretta Local School District will not solicit. All students and parents/guardians/custodians must sign an “Informed Consent Agreement” (Attachments B and C) for drug testing in order to be eligible to participate in athletics, extra-curricular/co-curricular activities, to drive to school and park on school property, or to voluntarily participate in the drug/alcohol testing program. This policy includes all students involved in an activity in “club” or “pilot” status.

The principal/designee will make all final decisions regarding any drug testing issues within his/her building.

For the purpose of this policy, the word “drug” is defined as any illegal/illicit drug and/or alcohol.

DEFINITIONS:

1. Athletics: Any person participating in a District-sponsored athletic program and/or contests under the control and jurisdiction of the District and/or the Ohio High School Athletic Association (OHSAA). (Attachment A.)
2. Extra-Curricular: Any District-sponsored club, group, team or activity that does not involve a grade. (Attachment A.)
3. Co-Curricular Activities: Any District-sponsored co-curricular activity. (Attachment A.)
4. Random Selection: A system of selecting students for drug and alcohol testing in which each student shall have an equal chance of being selected each time selections are required.
5. Illegal/Illicit Drugs: Any controlled substance included in 21 U.S.C. §802(6), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer. This definition also includes but are not limited to Nicotine, Steroids, "look-a-like" drugs, drug paraphernalia, any materials used in vaping, illegal edible materials, etc.
6. Alcohol: Any intoxicating liquor, beer, wine, mixed beverage, or malt liquor beverage as defined in O.R.C. §4301.01. The term “alcoholic beverage” includes any liquid or substance which contains alcohol in any proportion or percentage. The term “alcoholic beverage” does not include a substance used for medical purposes in accordance with directions for use provided in a prescription or by the manufacturer and in accordance with Board policy and District rules related to the use of prescription and non-prescription drugs, provided the substance is a) authorized by a medical prescription from a licensed physician and kept in the original container, which shall state the student’s name and directions for use; or b) an over-the-counter medicine.
7. Student Driver: Students who drive to school and park on school property.
8. Drug Assessment and Counseling: A program designed to assess the degree of dependence of a student on mood-altering chemicals or other illegal substances. Such a program shall include an education component designed to teach the harmful nature of

the mood-altering chemicals and any follow-up counseling and/or treatment deemed necessary by the assessing agency. The costs of any such chemical assessment, educational component, counseling and/or treatment shall be the responsibility of the student and/or his/her parent/guardian/custodian.

9. Eligible Students: Students in grades 7-12 who meet any of the following descriptions: 1) student athletes; 2) students participating in co-curricular or extra-curricular activities; 3) students who drive to school and park on school property; and 4) students who “opt in” to the drug/alcohol testing program.

TYPES OF TESTING:

RANDOM TESTING

At the beginning of each athletic season and/or school year, all eligible students may be subject to random urine drug testing. The collection process will take place on school property or at a Board approved testing facility. The head coach or advisor/instructor for each extra-curricular/co-curricular activity and principal/designee are responsible for ensuring that all eligible students and their parents/guardians/custodians sign and submit to the District the “Informed Consent Agreement” for drug testing. Random testing may be done throughout the season and/or school year. In the event of a non-negative result, the specimen will be sent to a laboratory and a certified Medical Review Officer will verify the results.

1. **Random Selection of Students**: The drug testing company selected by the Board will utilize a random number generator to select eligible students for testing. Eligible students may be tested more than once per season and/or school year.
2. **Scheduling Random Testing**: Random testing will be unannounced. The drug testing date and times will be selected by the principal/designee. The frequency and percentage of students tested each time will be determined by the principal/designee.

“OPT IN” STUDENT DRUG TESTING PROGRAM

The Parents/Guardians/Custodians of students who are not involved in athletics, extra-curricular/co-curricular activities and/or who do not drive to school and park on school property may have their students participate in the drug testing program at the expense of the parent/guardian/custodian, provided they sign and submit the Informed Consent Agreement to their student’s principal/designee. Interested parents/guardians/custodians should contact the principal/designee for additional information. (Attachment D.)

DRUGS FOR WHICH STUDENTS MAY BE TESTED:

LSD, Alcohol, Marijuana, Amphetamines, Methadone, Anabolic Steroids, Methaqualone, Barbiturates, Nicotine (Tobacco), Benzodiazepines, Opiates, Cocaine, Propoxyphene (Darvon) Heroin, Fentanyl, or any substance included in 21 U.S.C. §802(6) (amended annually), which an individual may not sell, offer to sell, possess, give, exchange, use, distribute, or purchase under

State or Federal Law. This definition also includes all prescribed and over-the-counter drugs being used in any way other than for medical purposes in accordance with the directions for use provided for in the prescription or by the manufacturer. Eligible student will also be tested for nicotine and steroids.

REFUSAL TO TEST:

Refusal to submit to a random or reasonable suspicion test will constitute a violation of this policy and will be treated as a positive test result.

COLLECTION PROCESS (Urine Screens):

The eligible student will be notified to report to the collection site. A specimen from the eligible student will be collected as follows, and all eligible students must follow this process:

1. All eligible students must have a picture ID or be identified by the principal or designee. No exceptions will be allowed.
2. Drug testing area must be secured during the testing, as determined by the principal/designee.
3. Only lab technicians, designated school administrators and eligible students will be present for the testing.
4. The principal/designee is responsible for ensuring that all of the necessary forms, including the Informed Consent Agreements, are completed, signed, and submitted by both parent/guardian/custodian and eligible student. No eligible student is to enter the collection site until all necessary forms are completed, signed, and submitted and proper ID is presented.
5. When eligible students arrive and cannot give a sample, they will be instructed to drink water provided by the principal/designee.
6. No bags, backpacks, purses, cellphones, cups, containers or drinks will be allowed to enter the collection site. All coats, vests, jackets, sweaters, hats, scarves, or baggy clothing must be removed before entering the collection site. Any infringement of the rules will result in the student taking the test over.
7. Eligible students processed by the lab technician who cannot produce a sample will be kept in a secured area to drink water until they can provide a sample. If they leave this area without permission and without providing a sample, they will be subject to the consequences of a positive drug test. They are not to have contact with anyone until after the sample is given.

8. Eligible students will be asked to hold out their hands and a sanitizer will be put on their hands or will wash their hands with soap and water. The bathroom personnel will add a dye to the toilet.
9. Eligible students will be asked to urinate directly into the collection cup given to them by the lab technician. The lab technician will stand outside the stall/restroom and listen for normal sounds of urination.
10. Any and all adulterations of the specimen will be detected and considered a violation of this policy, and the student will receive consequences as outlined in the policy. (The lab checks every sample for adulteration, such as additives you drink or add to urine to change the sample.) They are not called positives, but have the same consequences.
11. Any suspicion of tampering with the sample will be brought to the principal's/designee's attention. The sample will be screened or sent to the lab for immediate confirmation of tampering.
12. The sample must be taken in one attempt and be at least 30 ml in size. The eligible student must hand the sample to the lab technician.
13. Eligible students are not to flush the toilets or urinals. In the event that an eligible student flushes the toilet/urinal, he or she will be required to give a new sample immediately or the sample will be invalid.

This collection procedure is subject to change because of procedural requirements by the testing agency. The Board reserves the right to change the collection procedure to coincide with the testing guidelines set forth by the testing agency.

RESULTS OF A POSITIVE TEST:

1. The Medical Review Officer will review all "non-negatives" or suspected adulterations.
2. Depending upon the substances found in the urine specimen, the parent/guardian/custodian will be contacted to determine if the eligible student is taking any prescribed medication from a physician.
3. If the eligible student is taking prescribed medication, the parent/guardian/custodian will be asked to obtain a letter within five (5) school days from the prescribing physician verifying that the medication is prescribed. Failure to provide such requested information will be considered a positive result.
4. The Medical Review Officer will then determine if any of the prescribed medications resulted in a positive drug screen.

5. The Medical Review Officer may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of illicit or banned substances from the body. If the Medical Review Officer believes the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay, then a negative result may be reported.
6. The Medical Review Officer, based upon the information given, will certify the drug test results as positive or negative. Positive results will be reported to the principal/designee by telephone.
7. The principal/designee, within one (1) school day of receiving the test results from the drug testing company, will attempt to notify the parent/guardian/custodian (first and preferably by telephone) of the positive results. The principal/designee will then provide a written notification to the parent/guardian/custodian via certified U.S. mail. The eligible student will then be informed of the positive results.
8. If the parent/guardian/custodian or eligible student wishes to contest the results, the drug testing company will arrange for a retest of the specimen to be submitted to either the same laboratory or a different laboratory (if requested by the parent/guardian/custodian) approved by the principal/designee. The parent/guardian/custodian or eligible student must pay for this expense. Such a request must be made to the principal/designee in writing within five (5) school days from the first notification of the positive test results.

IF A POSITIVE TEST OCCURS:

Consequences for violations of the Drug Testing Policy are immediate, unless specified otherwise in this policy, and cannot be delayed due to the contesting of drug testing results.

1. First Violation:
 - a. The eligible student will make an appointment with a chemical dependency counselor for a drug assessment and then follow the recommendations of the counselor. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/Guardians/Custodians must pay for this expense.
 - b. The eligible student will be denied 40% of participation in athletics. Nicotine violations, including vape, will be a 20% denial of participation on the first offense. The eligible student will be denied participation of the current season, with any remaining percentage of the denial of participation applied to the next season of participation if needed. The eligible student may continue to practice with the team and sit with the team during contests only. The eligible student may not wear a team uniform during this denial of participation.
 - c. The eligible student may be denied 30 school days of driving/parking privileges on school property.

- d. The eligible student may be denied participation for 30 calendar days of all extra-curricular/co-curricular activities, with any remaining days of the denial of participation applied to the next season of participation if needed. The eligible student may not attend club meetings and/or participate in off campus trips or special events. In the case of performing arts, an eligible student may continue to practice with the group but not participate in the performance. The eligible student may not wear a uniform during this denial of participation.

2. Second Violation:

- a. The eligible student will make an appointment with a chemical dependency counselor for a drug assessment and then follow the recommendations of the counselor. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/Guardians/Custodians of the eligible student must pay for this expense.
- b. The student is denied participation in athletics, extra-curricular/co-curricular activities (which does not include class time) for one calendar year and driving/parking privileges may be denied for one calendar year. The calendar year begins from the date of notification of the violation.

3. Third Violation:

The eligible student will be permanently denied participation in athletics, extra-curricular activities, driving/parking privileges, and co-curricular activities (with no class time missed and no academic impact) immediately. The principal/designee will determine the beginning date for denial of participation in co-curricular activities.

Violations are accumulative throughout the eligible student's schooling from 7th to 8th grade then from 9th through 12th grade.

ATTACHMENT A

Student Athletics, Extra-Curricular and Co-Curricular Activities:

Football
Basketball
Swimming/Diving
Wrestling
Baseball
Softball
Track
Cross Country
Golf
Volleyball
Cheerleading
Music/Drama
Yearbook/High School Newspaper
Academic Team
Student Government
National Honor Society
Varsity "M"
International Club
S.A.D.D.

INFORMED CONSENT AGREEMENT

STUDENT NAME _____

GRADE _____

I hereby consent to undergo urinalysis testing for the presence of illicit drugs, alcohol, or banned substances in accordance with Margarettta Local School District Board Policy.

I understand that testing will be administered in accordance with the guidelines of the Margarettta Local School District Drug Testing Policy for student athletes, extra-curricular/co-curricular activity participants, students driving to school and parking on school property, and students who “opt in” to such testing.

I understand that any urine sample taken for drug testing will be tested only by a Board-approved company.

I hereby give my consent to the company selected by the Margarettta Local School District Board of Education, its employees or agents, together with any company, hospital, or laboratory designated to perform urinalysis testing for the detection of drugs.

I further give my consent to the company selected by the Margarettta Local School District Board of Education, its employees or agents, to release all results of these tests to designated School District employees or agents. I understand that these results will also be available to me upon request.

I hereby authorize the release of the results of such testing to my parent/guardian/custodian.

I hereby release the Margarettta Local School District Board or Education, its employees or agents, from any legal responsibility or liability for the release of such information and records.

This will be deemed a consent pursuant to the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. §1232g as amended, and O.R.C.§3319.321, for the release of the test results as authorized by the Informed Consent Agreement or as required by law.

AS A STUDENT:

- I understand and agree that participation in athletic activities, extra-curricular/co-curricular activities, and driving to school and parking on school property are privileges that may be withdrawn for violations of the Margarettta Local School District Drug Testing Policy.

- I have read the Drug Testing Policy and thoroughly understand the consequences of a positive drug test under the Drug Testing Policy.
- I consent to be tested for drugs and alcohol in accordance with the terms of the Drug Testing Policy.
- I understand that a refusal to be tested in accordance with the Drug Testing Policy will result in my prohibition from participation in athletics, extra-curricular and co-curricular activities, and/or from parking on school property.
- I have read this Informed Consent Agreement and agree to its terms.
- I understand that this agreement is binding while I am a student in the Margareta Local School District.

STUDENT SIGNATURE

DATE

INFORMED CONSENT AGREEMENT

PARENT/GUARDIAN/CUSTODIAN PRINTED NAME

WORK PHONE

PARENT/GUARDIAN/CUSTODIAN PRINTED NAME

WORK PHONE

STUDENT NAME

GRADE

I hereby consent to allow the above-named student to undergo urinalysis testing for the presence of illicit drugs, alcohol, or banned substances in accordance with Margareta Local School District Board Policy.

I understand that testing will be administered in accordance with the guidelines of the Margareta Local School District Drug Testing Policy for student athletes, extra-curricular/co-curricular activity participants, students driving to school and parking on school property, and students who “opt in” to such testing.

I understand that any urine sample taken for drug testing will be tested only by a Board-approved company.

I hereby give my consent to the company selected by the Margareta Local School District Board of Education, its employees or agents, together with any company, hospital, or laboratory designated to perform urinalysis testing for the detection of drugs.

I further give my consent to the company selected by the Margareta Local School District Board of Education, its employees or agents, to release all results of these tests to designated School District employees or agents. I understand that these results will also be available to me upon request.

I hereby release the Margareta Local School District Board or Education, its employees or agents, from any legal responsibility or liability for the release of such information and records.

This will be deemed a consent pursuant to the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. §1232g as amended, and O.R.C. §3319.321, for the release of the test results as authorized by the Informed Consent Agreement or as required by law.

AS A PARENT/GUARDIAN/CUSTODIAN:

- I have read the Margareta Local School District Drug Testing Policy and understand the responsibilities of my son/daughter/ward as a participant in athletics, extracurricular/co-curricular activities, and/or driving to school and parking on school property.
- I pledge to promote healthy lifestyles for all students in the Margareta Local School District.
- I understand that my son/daughter/ward, when participating in athletics, extracurricular/co-curricular activities, and/or driving to school and parking on school property, will be subject to random urine drug and alcohol testing, and if he/she refuses, will not be allowed to practice or participate in any athletics, extracurricular/co-curricular activities, and/or drive to school and park on school property.
- I have read this Informed Consent Agreement and agree to its terms.
- I understand that this agreement is binding while my son/daughter/ward is a participant in athletics, extracurricular/co-curricular activities, and/or drives to school and parks on school property.

PARENT/GUARDIAN/CUSTODIAN SIGNATURE

DATE

PARENT/GUARDIAN/CUSTODIAN SIGNATURE

DATE

“Opt In” Student Drug Testing Program

Great Lakes Biomedical is pleased to provide affordable access to student drug testing at the request of the parent/guardian/custodian. With our **Opt In** student drug testing program, we allow students not currently involved with extracurricular activities, as requested by parents within our school districts, to participate in the district’s random student drug testing program. Results are 100% confidential and reporting goes directly to the parents.

How the program works

- The parent/guardian/custodian can obtain our **Opt In** student drug testing consent within your district’s office.
- Read and sign the Informed Consent Agreement. The student must also sign an Informed Consent Agreement.
- Turn in the signed agreements and payment for the cost of the student drug testing. Identification of students may be required at the time of testing.
- Upon completion of the testing, the Medical Review Officer will finalize results and will notify the parent/guardian/custodian of any positive testing results. Results will not be released to any other party without written consent of the parent/guardian/custodian.
- If a positive test result occurs, the parent/guardian/custodian may request counseling or follow-up testing within the program.

Our **Opt In** program is available to any student who is enrolled within the District. Great Lakes Biomedical will not attempt to diagnose substance abuse problems. We only want to provide another tool to parents/guardians/custodians in making informed decisions on what might need to be done to help their children.

Opt In Student Drug Testing Consent

STUDENT NAME _____ GRADE _____

AS A STUDENT: I understand that I may be drug tested with my parents’/guardians’/custodians’ consent under the **Opt In** student drug testing program. I understand this agreement is binding while I am a student in the District.

STUDENT SIGNATURE _____ DATE

AS A PARENT/GUARDIAN/CUSTODIAN:

I understand that, by signing this consent, I will allow the District to perform drug and/or alcohol testing on my son or daughter, the results of which will be released to me and only me.

PARENT/GUARDIAN/CUSTODIAN SIGNATURE _____ DATE

PARENT/GUARDIAN/CUSTODIAN SIGNATURE _____ DATE

Dual Sport Participation Form

Step 1: The student-athlete is required to communicate with the head coaches of each of the two teams he/she would like to be considered for **PRIOR** to the start of official practices. Once the request has been made to the coaches, the student-athlete will request a meeting with the head coach of each sport to discuss if it would be possible to participate on both squads. It is at this meeting that the student-athlete must declare which sport will be considered "primary" and what sport will be considered "secondary". Other things that should be taken in to consideration at this meeting are calendar issues, guidelines, safety protocols, and academics. Each situation will be addressed on a case-by-case basis **and if one coach does not agree that it is in the best interest of the team or the student-athlete to partake in dual sport participation, the request will be denied.**

Step 2: If an agreement can be reached by the two head coaches, the agreed upon calendar and criteria should be shared with the student-athlete's parents/guardian, the Athletic Director, and the Principal. All parties must sign the form below signifying their agreement with the Dual Sport Participation plan. ** Upon signing it is hereby agreed upon and understood that in the event of a conflict, the student-athlete shall attend the game/meet of their declared "primary" sport, unless other arrangements have been agreed upon by both head coaches.

Step 3: This completed form is to be given to the Athletic Director and kept on hand in the Athletic Office.

Step 4: If the athlete earns a letter in both sports he/she will be awarded a letter in each sport. If the athlete breaks the contract, he/she will forfeit any awards or recognition that would have been earned in the program neglected.

Student-Athlete's Name (Print): _____

Declared Primary Sport: _____

Declared Secondary Sport: _____

Primary Sport Head Coach Signature: _____ **Date:** _____

Secondary Sport Head Coach Signature: _____ **Date:** _____

Student-Athlete's Signature: _____ **Date:** _____

Parent/Guardian Signature: _____ **Date:** _____

Principal Signature: _____ **Date:** _____

Athletic Director Signature: _____ **Date:** _____