

MONONA GROVE SCHOOL DISTRICT

Administrative Rule 443.4

STUDENT ALCOHOL AND DRUG USE

Student Assistance Definitions

For purposes of this policy manual:

1. AODA: Alcohol and other drug/use abuse.
2. Alcohol Use/Abuse: Condition involving anyone under the influence of or in possession of alcohol while on or off school property, while under the supervision of a school authority or while involved in any school-related activity.
3. Assessment – A district-approved alcohol or other drug use/abuse evaluation includes a urine drug screen, comprehensive alcohol /drug history, and review of specific adverse consequences resulting from use. The parent/guardian or student is responsible for the complete cost of the assessment. District-approved assessments are provided by community agencies that specialize in assessment and/or treatment of alcohol and other drug use. Assessment results are required for review by the District through a release of information signed by the student and parent/guardian.
4. Building Designee: Principal or the person the principal designates.
5. Student Assistance Program (SAP) Team: Group of school staff that review student concerns or issues relating to drug and alcohol use/abuse.
6. Drugs: All controlled substances, prescription drugs, and narcotics as defined by Wisconsin statutes. This shall also include pseudoephedrine, look-alike drugs and inhalants used for improper purposes.
7. Inhalants: Refers to the multitude of household and commercial products that can be intentionally used/abused by sniffing or huffing (inhaling through the mouth) to get high.
8. Alcohol: All fermented malt beverages (including beer and malt liquor) and other intoxicating liquors as defined by Wisconsin statutes.
9. Drug Use/Abuse: Condition involving anyone under the influence of or in possession of drugs while on or off school property or while involved in any school-related activity except for appropriate use of authorized prescription medication. Prescribed medications are construed as exceptions to this policy only when used by the individual for whom they were prescribed and the manner and amount prescribed, all pursuant to Wisconsin Statute 118.29, Board policy, and student handbooks.

This Administrative Rule shall be made available to students, parents, and guardians.

Drug and Alcohol Use/Abuse - Referral Process

Any school employee who suspects that a student may be demonstrating symptoms associated with drugs or alcohol may refer the student for assistance as outlined in this rule.

Any school person who has reason to believe that a student may be currently engaging in drug use or abuse must follow the Drug and Alcohol Use - Enforcement Procedures.

Any school person who suspects that a student may be demonstrating physical or emotional symptoms associated with the use of drugs but are not felt to be currently engaging in drug or alcohol use may follow the referral guidelines established below.

A. School Referral of Suspected Problem

1. Referrals should be made to the building designee. When a referral is made the building designee or Student Assistance Team will contact other staff members in an attempt to assess the nature and scope of the student's problems and may consult with the student and student's parents or guardians.
2. The building designee will then refer the student to the Student Assistance Program (SAP) Team.
3. On the basis of the building designee's report, the Student Assistance Team will recommend one or more of the following courses of action (list not inclusive):
 - a. No action because of no immediate concern;
 - b. One-to-one involvement with the building designee or support staff;
 - c. Referral for outside assessment;
 - d. Referral to violators group;
 - e. Provide information on outpatient treatment (with intervention) to student and parents or guardians;
 - f. Provide information on inpatient treatment (with intervention) to student and parents or guardians;
 - g. Recommend involvement in AA, Alanon, Alateen, and Narcotics Anonymous.

B. Student Referral

Students are encouraged to refer themselves or others for assistance with alcohol and other drug related problems and concerns.

1. A student or other concerned person may talk with a staff member, who can then refer the student to a building designee or directly contact a building designee to refer the student to the SAP Team.
2. The student may remain in school provided he/she follows recommendations of the SAP Team.
3. Support will be available through the Student Assistance Program for those students returning to the school environment following treatment.

4. It is the prerogative of the student and his/her family to accept or reject referral to the building designee or to outside assistance.
5. Where either student or parent/guardian do not wish to cooperate in needed assistance the student's status in school will be reevaluated, taking into account the best interest of the student and his/her fellow students, the nature of the problem, and the property, health, safety, welfare, educational opportunity, and rights of other students and staff.
6. No record of a student's participation in the SAP Team recommendations will become part of the student's permanent record. The student's participation, including conversations he/she may have with staff members or the building contact person, will be held strictly confidential, as required by federal confidentiality regulations and Wisconsin Statute 118.126.
7. It shall be the responsibility of each building administrator and/or designee to develop procedures consistent with this regulation and to provide the necessary orientation and training of staff. The administration will evaluate the progress of the program and its effectiveness.

Drug and Alcohol Use/Abuse - Enforcement Procedures

The possession, use, distribution, ingestion and/or sale of alcohol or drugs on or off school property, while under the supervision of a school authority, or while engaged in a school activity is a violation of school rules as well as the law.

Any student suspected of being in possession of or under the influence of drugs or alcohol must be immediately referred to a building designee and/or police resource officer.

At school-sponsored events, chaperons will notify the principal or his/her designee when students are suspected of being in possession of or under the influence of drugs or alcohol.

It shall be the responsibility of the principal to have notified all students that their assignment and use of school-district-owned lockers shall commit them to comply with the procedures as established in this regulation. The search of a locker will usually involve the principal or his/her designee and a member of the staff in the presence of the student. If, in the judgment of the principal or his/her designee, the welfare of students or faculty is in jeopardy, he/she may proceed to open the locker immediately without the presence of the student.

Prescription medications are to be construed as exceptions to this policy when used by the individual for whom they were prescribed, and in the manner and amount prescribed, all pursuant to Wisconsin Statute 118.29 and Board Policy 453.4, Administering Medication to Students.

The administration will take the following steps based on the conduct alleged:

When students are referred to administration for suspicion of being in possession of or under the influence of drugs or alcohol, suspicion of selling or distributing drugs or alcohol, or possession of drug paraphernalia, the following steps, including but not limited to, may be taken:

1. Possession
 - a. Confiscate alcohol/drugs and inhalants

- b. Contact police and turn over to police any confiscated drugs or alcohol
 - c. Contact parents or guardian
 - d. Suspend student for up to 15 days
 - e. Contact SAP Team
 - f. Hold pre-expulsion conference
 - g. Schedule expulsion hearing
 - h. A student may be reinstated before the expiration of the term of expulsion if the student provides evidence of compliance with prescribed interventions.
2. Selling and/or distribution of alcohol or drugs:
- a. Confiscate alcohol/drugs and inhalants
 - b. Contact police and turn over to police any confiscated drugs or alcohol
 - c. Contact parents or guardian
 - d. Suspend student for up to 15 days
 - e. Contact SAP Team
 - f. Hold pre-expulsion conference
 - g. Schedule expulsion hearing
3. Being Under the Influence of Drugs or Alcohol:
- a. Contact parent(s) or guardian(s).
 - b. Notify SAP Team.

If the Student **admits** being under the influence of alcohol or drugs:

- a. Parent/guardian and/or adult student shall arrange for an assessment at personal expense within five (5) days and provide assessment results to school officials. If the student fails to obtain an assessment, he/she shall be referred for a pre-expulsion conference.
- b. Student follows the recommendations of the assessment provider as a condition of continuing in school. If the student fails to follow the recommendations, he/she shall be referred for a pre-expulsion conference.
- c. Suspend student from school for up to fifteen (15) days.

If the student **denies** being under the influence of alcohol or drugs and no immediate evidence is provided to reduce suspicion:

- a. The student shall submit to a urine screen within 24 hours and/or breath test within one hour at parent expense through designated clinic and/or school authority or law enforcement agency and provide results to school officials.
- b. If the urine screen and/or breath test is positive, the student must arrange for an assessment within five (5) days, provide a copy of assessment results to school officials, and follow provider recommendations as a condition of continuing in school.
- c. Failure to obtain assessment will result in a suspension for up to fifteen (15) school days and a referral for a pre-expulsion hearing.
- d. If the urine screen and/or breath test is negative, no further action is necessary.

4. Possession of drug paraphernalia:
 - a. Confiscate drug paraphernalia.
 - b. Contact police and turn over to police any confiscated drugs or alcohol.
 - d. Contact parents or guardian.
 - e. Suspend student for up to fifteen (15) days.
 - f. Contact SAP Team.
 - g. Consider recommend the student for pre-expulsion conference and/or expulsion.
5. Emergency
 - a. Contact emergency medical services.
 - b. Notify parents or guardian.
 - c. Contact police.
6. Any consideration for a special education student will conform to state statutes.

Drug and Alcohol Use/Abuse - Privileged Communications

1. A school psychologist, counselor, social worker and nurse, and any teacher or administrator designated by the school board who engages in alcohol or drug abuse program activities shall keep confidential information received from a student that the student or another student is using or is experiencing problems resulting from the use of alcohol or other drugs unless:
 - a. The student using or experiencing problems resulting from the use of alcohol or other drugs consents in writing to disclosure of the information;
 - b. A school psychologist, counselor, social worker, nurse, teacher or administrator has reason to believe that there is serious and imminent danger to the health, safety or life of any person and that disclosure of the information to another person will alleviate the serious and imminent danger. No more information than is required to alleviate the serious and imminent danger may be disclosed; or
 - c. The information is required to be reported under Wisconsin Statute 48.981.
2. A school psychologist, counselor, social worker, nurse or any teacher or administrator designated by the school board who engages in alcohol or drug abuse program activities, who in good faith discloses or fails to disclose information under sub.(1) is immune from civil liability for such acts or omissions. This sub-section does not apply to information required to be reported under Wisconsin Statute 48.981

REFERENCE: WI Statute 48.981
WI Statute 118.126
WI Statute 118.24(2)(f)
WI Statute 118.257
WI Statute 118.29
WI Statute 118.45
WI Statute 120.13
WI Statute 120.13(1)

CROSS REFERENCE: Board Policy 447.2 Student Suspension/Expulsion
Board Policy 456, Student Assistance Team
Board Policy 453.4, Administering Medication to Students
Board Policy 505.10, Locker Searches
Locker Search Guidelines
Board Policy 502.2, Use of Hearing Officers/Panels in Pupil
Expulsions and Resolution

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