Extra - Curricular
Activities Handbook for Students & Parents

Revised May 2026

I. Philosophy of Extracurricular Activities

The Pleasant Local School District believes that extra-curricular activities can play an integral part in the overall development of young adults during their school careers. The overall goal of the entire extra-curricular program at Pleasant is to aid in the developing of habits that will benefit our students in their adult lives so they will be able to make positive contributions to society. In order to accomplish this goal, the Pleasant Local School District strives to offer well-balanced programs for as many students as possible.

All of the extracurricular programs for the Pleasant Local School District will be conducted in accordance with all of the existing policies, rules, and regulations of the Pleasant Local Board of Education, the Ohio High School Athletic Association, and the Mid-Ohio Athletic Conference.

All of the programs offered at Pleasant will stress sportsmanship, teamwork, self-discipline, and respect for authority. These ingredients are required to put quality and competitive teams and ensembles on the athletic field, courts, stages, and in concert halls. To accomplish this, all students and parents of students must understand that certain responsibilities will have to be taken and sacrifices made. The purpose of this handbook is to outline the guidelines necessary for all students to follow for the extra-curricular program at Pleasant to be one all Spartans everywhere can be proud of.

II. Activities Covered

The rules, policies, and regulations stated in this handbook will cover all activities sponsored by the Pleasant Local Schools for students in grades 7 - 12 that are NOT required for a class where a student is given a grade or taken for credit towards graduation.

This includes all athletic teams, extra-curricular musical groups, dramatic groups, student clubs, student groups, student elected positions, and parking on school property during the school day.

This does not include any activities where attendance is not taken, such as school dances or attendance at school related activities

such as athletic events, musical or dramatic performances, or informational meetings.

Activities covered under this handbook will be broken into the following three categories. The building principal will decide the appropriate category for any activities or groups not clearly established in the categories listed.

A. Multi Performance Activities
These are activities that have several performances. This includes all athletic teams, musical groups (such as Show Choir and Jazz Band) that perform several times throughout the school year, and any other student groups or clubs (such as class officers) that meet or perform throughout the school year. For these activities, a season will be defined as the contests or performances that occur during the times established by the OHSAA for the fall, winter, and spring seasons.

B. Single Performance Activities
These are activities that normally require the same members for each event or performance. This would include all dramatic groups (such as the Fall Play and Spring Musical) and any other student groups, clubs, or teams (such as Homecoming Court, Robotics Club, Mock Trial Team, Academic Challenge Team, TI, FCA, and the FCCLA Team) that will only meet for a brief or limited time period.

C. Parking on School Property
This includes all vehicles driven by students to school from 7:00am until 2:30pm on days when school is in session. This does not include driving to any events not held at Pleasant or events that are not part of the normal school day, such as athletic contests.

III. Eligibility Requirements

A. Residency Requirements
All students must be attending either Pleasant High School, Pleasant Middle School or taking classes that the Pleasant Board of Education recognizes as counting towards graduation from Pleasant High School. A home educated student who resides within the normal Pleasant School District boundaries, may participate in the programs provided he or she meets all the board established criteria for home schooling and the criteria established by the OHSAA.

B. Age Limitations

Students must be 18 years old or younger to participate in High School Extra-Curricular Activities on August 1st for the following school year.
Students must be 14 years old or younger to participate in Middle School Extra Curricular Activities on August 1st for the following school year.

These age limitations do not apply to parking on school property during the school day. Additionally, the principal may waive this requirement if special circumstances exist and/or a waiver from the OHSAA is obtained.

C. Academic Requirements

Extra-Curricular Activities are only one part of the overall curriculum of Pleasant Local Schools. Therefore, all students must meet the following academic requirements to participate in all extra-curricular activities, except parking on school property during the school day: All high school students must have recorded passing (D- or better) grades in a minimum of five one credit courses and earned a minimum of a 1.5 grade point average the preceding nine weeks grading period. One half-credit courses that are completed in one semester will count as full credit courses.

All middle school students must earn passing grades in at least four of their classes. All incoming 7th graders are exempt for the first nine-week grading period from the eligibility requirements.

All courses (both core and non-core) will be counted towards the grade point average.

All changes of eligibility will begin and continue throughout the start of the fifth school day of the next nine weeks grading period with the exception of the first grading period of the school year which will begin with the start of the fall sports season. Summer school grades will <u>not</u> be able to be used to substitute for failing grades for the last nine weeks grading period.

D. Attendance Requirements

If school is in session, students must be in attendance for four (4) consecutive academic periods of the school day to participate in any contest, performance, practice, or meetings that day. Students

missing school for reasons other than personal illness may participate if the reason for missing school was excused by the principal. Permission for this must be granted before the student misses school. If extenuating circumstances exist, the case will be handled on a case by case
situation by the administration. Students who normally only attend classes at Pleasant for a portion of the day (PSEO, Tech Prep, Home Schooled, etc.) must be in attendance for at least half of their normally scheduled classes at Pleasant.

E. Necessary Forms

All students must complete all and have on file all forms pertaining to his or her activity before they may participate. The forms include, but are not limited to the following:

- The signed form (located at the end of this document) stating both the parents and student agree to follow and abide by all of the conditions, policies, rules, and regulations in this handbook. This form also includes the Informed Consent Agreement, which applies to the student entering the Random Drug Testing Program with the Pleasant Schools.

- For students involved in athletics (covered by the OHSAA) the following forms are required:
  - OHSAA Physical Card
  - Emergency Medical Form.
  - Insurance Coverage Form
  - Any other forms required by the OHSAA

- Students wanting to park on school property during the school day must complete the Parking Permit Application. The rules specific to this are included on the application.

F. Financial Obligations

All students will also need to return all uniforms, costumes, and equipment, and/or pay for any lost or damaged items, before they will be eligible to participate in any other extra-curricular activity at Pleasant or receive any awards.

All students must pay participation fees as set forth by the Board of Education before he or she participates in any contests or performances.

IV. Conduct and Training Regulations

A. Conduct

All students participating for Pleasant High School or Middle School Extra Curricular Activities should realize that they are representing the entire school. Behavior, both on and off the playing field and/or stage, should represent Pleasant in a positive manner.

All athletes must follow all conduct rules adopted by the Ohio High School Athletic Association for their specific sport while participating on the athletic playing field.

Any student who is convicted of any criminal offense will be ineligible for any participation (practice or contests) while he or she is serving a punishment for that crime. A student placed on probation by the courts may be allowed to participate, providing the probation officer agrees it is in the best interest of the individual. After a punishment has been served, the Extra Curricular Council may reinstate their eligibility.

Any student that has been suspended from school will not be allowed to participate (practice, performance, or contests) while he or she is suspended. In school suspensions are counted as a day present in school. These students may participate in practices, performances, or contests.

Any student whose conduct is detrimental to a specific activity or the overall school program may also be disciplined by his or her coach, supervisor, or school administration.

B. Training Regulations

Extra-Curricular Activities are endeavors that should promote positive mental, emotional, and physical health. For this reason, all students involved in extracurricular activities in the Pleasant Local School District are prohibited from using, possessing, or selling:

- all illegal or mind-altering drugs,
- any form of alcohol, or
- any form of tobacco

To be involved in any extracurricular activities (including parking on school property during school hours), a student MUST be

enrolled in the Drug Testing Program. The drug testing program rules, regulations, and polices are as follows:

V. Policy for Random Drug Testing of Pleasant Local School District Students

A. Overview

The procedure for initial and random drug testing of students in extracurricular activities **(including all athletics, drama events, music productions, obtaining a Parking Permit, and all other student groups and/or clubs, with the exception of any activity required in a class taken for academic credit)** is accomplished in conjunction with an independent drug testing Vendor selected by the Board of Education. Following the initial testing, the Vendor is provided by the Designated Official a list of eligible students and in turn randomly selects students for drug testing at regular intervals. The Vendor will send qualified collectors to the school who will oversee the collection of all specimens as outlined in this document. The Vendor will provide Medical Review Officer (MRO) services for interpretation and verification of results. Results are reported to the Building Principal or Designated Official by the MRO. Specimens are collected as split specimens.

B. Statement of Need and Purpose

Recognizing that observed and suspected use of alcohol and illicit drugs by Pleasant Local School District students is a serious concern, a program of deterrence will be instituted as a proactive approach to a truly drug free school. Likewise, students using illegal drugs pose a threat to their own safety, as well as to that of other students. The purpose of this program is fourfold:

- to provide for the safety of all students
- to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs
- to encourage students who use drugs to participate in drug treatment programs
- prevent the impact drug and alcohol use has on the learning centers of the brain allowing students to achieve

their full academic potential while a student within Pleasant Local Schools.

The program is designed to create a safe, drug free, environment for Students and assist them in getting help when needed.

C. Definitions

Vendor - The medical office or company selected by the Board of Education to carry out the policy and procedure.

Designated Official - The individual hired by the school or district to oversee the drug testing program of the school or district.

Medical Review Officer (MRO) - A licensed physician trained and certified in the process and interpretation of drug testing results.

Illicit substance - A drug classified by the Drug Enforcement Administration (DEA) as being available only by prescription from a physician or classified as being controlled and having no therapeutic use.

Banned Substance - A substance defined by School policy as being banned from use by students.

Student Participant - A qualified student participating on a sanctioned athletic team as defined by the State Athletic Association, an extracurricular activity as defined by the board, or a student wishing to receive a parking permit.

SAMHSA - The Substance Abuse and Mental Health Services Administration; a governmental agency that certifies toxicology laboratories that perform drug testing following strict guidelines and constant quality assurance programs.

Quantitative Levels - The measurement levels of a specific chemical in the urine reported usually in nanograms per milliliter (ng/ml).

Chain-of-custody Form - A preprinted form provided by the testing laboratory that records all contact with the provided specimen. The form is initiated by the collector and donor then follows with the specimen until the results are certified by the testing scientist and forwarded to the MRO for final certification.

Adulterant/Adulteration – Any attempt to alter the outcome of a drug test by adding a substance to the sample, attempting to switch the sample, or otherwise interfere with the detection of illicit or banned substances or purposefully over hydrating oneself in an attempt to decrease possible detection of illicit or banned substances.

D. Procedures for Students

Informed Consent for Testing - At the beginning of each year/season or when a student moves into the district, students and parent/guardian/custodian will complete and sign the Pleasant Local Code of Conduct and Expectations Informed Consent Agreement. No student may participate and/or receive a parking permit until this form is properly executed and on file with the school.

Drug Testing Frequency - At the beginning of each year/season or when a student moves into the district, all students wishing to participate in athletic, extracurricular activities, or park on campus may be subject to testing for illicit or banned substances as specified in Paragraph 9 below. Following initial testing, up to 20% of eligible students will be randomly tested on up to a bi-weekly basis anytime during the school year. Any student who refuses to submit to drug testing will be considered a positive test under article 7b.

- Sample Collection

  Samples will be collected as outlined under Vendor Requirements, Paragraph 6 below. Any eligible student selected randomly for drug testing who is not in school on the day of testing will be tested at the next available testing time. Students not able to provide an adequate specimen at the testing time will be considered a refusal unless arrangements may be made for special collections at a Vendor Collection site with prior approval of the Building Principal or Designated Official. There may be an additional fee associated with the use of an off-site collection point.

- Confidentiality of Results

  All drug test results are considered confidential information and will be handled accordingly.

F. Vendor Requirements

At a minimum, the Vendor must be able to provide the following services:

- Random Selection of Eligible Students

  Once provided a list of eligible students, the Vendor must select the required number of students in a random and confidential manner. Vendor will arrange with the Designated Official a day and time to do the collection of specimens. The schedule will not follow any recognizable pattern. The selected student names will be given to the Designated Official, who will arrange for these students to report to the collection area.

- Collection of Specimens

  The Vendor will oversee the collection of specimens as outlined in the Procedures for Random Drug Testing of Pleasant Local School District Students. Chain of Custody forms will be provided by The Vendor that meet the criteria of this Policy and that of the testing laboratory. Students will be given as much privacy as possible in the obtaining of the specimen.

- Testing of Specimens

  The Vendor will have all specimens tested for the specified illicit or banned substances by a qualified laboratory certified by the Substance Abuse and Mental Health Services Administration (SAMHSA) following the guidelines of the Department of Health and Human Services (HHS). The testing laboratory should have greater than 10 year's experience in toxicology testing and chain-of custody procedures. All specimens must be initially tested using a highly accurate immuno-assay technique, with all presumptive positive results then confirmed by a Liquid Chromatography/Mass Spectroscopy (LC/MS) or similar confirmatory test. The testing laboratory must be able to test for the following drug classes, substances or their metabolites in collected specimens. The Building Principal may specify specific classes or substances to be tested.

  Alcohol, Amphetamines, Anabolic Steroids, Barbiturates, Benzodiazepines, Cocaine Metabolites, LSD, Marijuana Metabolites, Methadone, MDMA (Ecstasy), Nicotine (Cotinine),

Opioids, Phencyclidine, Propoxyphene

- Medical Review Officer (MRO) Services
  The Vendor will provide MRO services by a licensed physician who is certified by the Medical Review Officer Certification Council (MROCC) or the American Association of Medical Review Officers as having proven by examination to have had the appropriate medical training to interpret and evaluate drug test results and thus qualified for certification as a Medical Review Officer. Additionally, the MRO must demonstrate a willingness to abide by the Procedure for Random Drug Testing of Pleasant Local School District Students as to the evaluation of positive drug tests and reporting findings in a timely and confidential manner. All results will be kept on file for a period of seven years.

- Reporting of Random Test Results by Vendor

  The MRO will certify all drug screens as negative or positive. Positive findings will be reported by telephone in a confidential manner to the Parent and then the Building Principal.

- Statistical Reporting and Confidentiality of Drug Test Results
  The Vendor, testing laboratory, or MRO may not release any statistics on the rate of positive drug tests to any person, organization, news publication or media without expressed written consent of the Pleasant Local School District Board of Education. However, the Vendor will provide the Building Principal with an annual report showing the number of tests performed, rate of positive and negative tests, and what substances were found in the positive specimens.

G. Procedures in the Event of a Positive Result

- Whenever a student's test result indicates the presence of illegal drugs or banned substances or adulteration, the following will occur after notification of the parents by the Medical Review Officer:

● The Building Principal (or his designee) will notify the student and attempt to notify the parent/guardian/custodian of any positive results. This should be done during the next day the student attends school. If school will not be in session for an extended period of time (such as Christmas, Spring, or Summer Break) the principal (or his designee) may choose to call the student's home to notify both the student and parents. A written notification from the Building Principal (or his designee) will be sent to the parent/guardian/custodian in all cases.

● If the parent/guardian/custodian or student wish to contest the results, the Vendor will arrange for the split portion of the specimen to be submitted to another laboratory approved by the Board of Education for testing. This is done at parent/guardian/custodian or student expense. Such a request must be made to the Building Principal in writing within five working days from first notification of positive test results by the building principal.

● The MRO 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 the illicit or banned substance from the body. If the MRO feels 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.

H. Non-Punitive Nature of the Policy

No student will be penalized academically for testing positive for illegal drugs or banned substances. 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 Pleasant Local School District Board of Education will not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent, legal guardian, or custodian will be notified at least 72 hours before response is made by the Pleasant Local School Board of Education, to the extent permitted by such subpoena or legal process.

I. Illicit or Banned Substances

For the purpose of this Policy, the following drug classes, substances or their metabolites that can be tested for are considered illicit or banned for Pleasant Local School District Students:
Alcohol, Amphetamines, Anabolic Steroids, Barbiturates, Benzodiazepines, Cocaine Metabolites, LSD, Marijuana Metabolites, Methadone, MDMA (Ecstasy), Nicotine (Cotinine), Opioids, Phencyclidine, Propoxyphene

VI. Procedures for Random Drug Testing of Pleasant Local School District Students

A. List of Eligible Students

The Designated Official will prepare a list of eligible students. This list will be forwarded to the Vendor for the random selection of students who will submit specimens for testing.

B. Random Selection of Students for Testing

The Vendor will use a system to assure that students are selected in a random fashion. This system will utilize a computer-based system designed specifically for the purpose of randomly selecting individuals for drug testing.

C. Scheduling of Drug Testing

Drug testing is unannounced. The day and date are selected by the Designated Official and confirmed with the Vendor.

D. Initial Testing

At the beginning of the year/season or when a student moves into the district, all eligible students may be subject to drug testing at the parent expense. This testing will be accomplished on a date and time coordinated with the testing Vendor. The Designated Official is responsible for seeing that all students and their parent/guardian/custodian properly sign the Informed Consent Agreement prior to testing. A student is only required to take one initial test per year to participate and/or receive a parking permit.

E. Testing Year

The testing year begins the date the first activity for the upcoming school year commences and continues for 365 days thereafter.

F. Form Completion

The Vendor is responsible for seeing that proper drug testing custody and control forms are used that satisfy the needs of the Policy for Random Drug Testing of Pleasant Local School District Students and the testing laboratory. A student number will be used for identification with the student's name only appearing on the copies that go to the donor, MRO, and School Official.

G. Collection Process For Urine

Selected Students are escorted from class to the collection site. A specimen of urine is collected following this process:

- No purses, bags, cell phones or containers may be taken into the collection area with the student. All extra coats, vests, jackets, sweaters, etc., are to be removed before entering the collection area.

- The collector adds a bluing agent (food coloring) to the water in the urinal or toilet.

- Students are asked to rinse their hands and dry them. If no water is easily accessible, a non-alcoholic wipe may be used instead.

- The drug testing custody and control form is initiated by the student and collector.

- The student is told to urinate directly into the provided container and should provide a sufficient amount of urine (at least 45ml) in one attempt. The student is also told they are to hand the container of urine to the collector.

- The student enters a closed stall to collect the specimen, then hands the container to the collector.

- The collector checks the volume, reads and records the temperature within four minutes of collection, and looks for evidence of tampering. If tampering is suspected, a second specimen will be requested. A second suspected tampered specimen will be considered refusal to test and the Designated Official notified.

- With the student watching, the collector will pour the specimen into the two bottles and recap the specimen bottles tightly.

- The collector takes the bottle seals and places them over the caps and sides of the bottles and ensures they are properly signed and initialized.

- The sealed bottles are placed inside the transport bag

- The top lab copy of the drug testing custody and control form are folded with the top portion visible to the outside and placed in the Requisition Pouch. The transport bag and pouch are sealed as indicated. The student completes the COC and is given the donor copy of the form.

- The student may wash their hands and is then sent back to class.

- The collector distributes the remaining copies of the form as required, being responsible for getting the appropriate copy of the form to the MRO in a timely manner.

- The Designated Official will be notified immediately of any student who refuses to give a urine sample or is suspected of adulteration.

Oral Fluid Collection Process

Selected Students are escorted from class to the collection site. A specimen of ~~urine~~ is collected following this process:

- No purses, bags, cell phones or containers may be taken into the collection area with the student. All extra coats, vests, jackets, sweaters, etc., are to be removed before entering the collection area.

- Students are asked to rinse their hands and dry them. If no water is easily accessible, a non-alcoholic wipe may be used instead.

- The drug testing company will discuss the collect the oral

fluid

1. Donor will open the package and remove the collector
2. Donor will position collector pad under tongue and close mouth until applicator turns blue (3-10 minutes)
3. Donor will place applicator into transport tube, put on the cap and place the security seal over the tube.
4. Donor will initial the security seal.
   The drug testing custody and control form is initiated by the student and collector.

- Donor will read the consent statement and then sign and date it.
- The collector will complete the chain of custody form.

- The sealed specimen is placed into the plastic enclosure bag and sealed.

H. Medical Review Officer (MRO) Responsibilities The MRO will review all results of drug testing. Any specimen testing positive for illicit drugs, banned substances, or adulteration will be handled in the following manner:

- The MRO determines if any discrepancies have occurred in the Chain of Custody.

- Depending on the substances found, if necessary, the parent/guardian/custodian will be contacted to determine if the student is on any prescribed medication from a physician.

- The MRO will then determine if any of the prescribed medications resulted in the positive drug screen.
  - For example, a drug screen positive for codeine may be ruled negative by the MRO when he receives a letter from the treating physician that the student has been prescribed Tylenol© with codeine as a pain medication following tooth extraction.

- Or, if the student has a positive drug screen for codeine and has no documented physician order for the medication (maybe a parent gave the student one of their pills), this would likely be ruled a positive drug test by the MRO.
- Drug screens positive for illicit drugs (marijuana, heroin, cocaine or alcohol, etc.) would automatically be considered positive by the MRO.

- The MRO may use quantitative results to determine if positive results on repeat

- Tests indicate recent use of illicit or banned substances or the natural decline of levels of the illicit or banned substance from the body. If the MRO feels 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.

- Finally, the MRO, based on the information given, will certify the drug test results as positive or negative. Positives will be reported to the Building Principal by phone.

I. Pick-Up Process

The Vendor is responsible for seeing that specimens are delivered to or picked up by the testing laboratory and the Chain of Custody form properly annotated.

Extra-Curricular Alcohol, Tobacco and Drug Code of Conduct

Definitions

- **"Drug" or "drugs"** shall have the same meanings as defined in Board of Education Policy 5530 and shall include, but are not limited to, controlled substances, mood-altering chemicals, and body enhancing substances.

- **"Drug-related paraphernalia"** shall have the same meaning as defined in Board of Education Policy 5530, and shall include, but is not limited to, any materials or devises for smoking, vaporizing, and/or ingesting drugs.

- **"Tobacco" and "use of tobacco"** shall have the same meanings as defined in Board of Education Policy 5512.

Prohibited Conduct

Students who participate in any District-sponsored/recognized extra-curricular activities shall at all times refrain from engaging in any of the following conduct:

- Possessing, using, selling, and/or distributing alcohol or tobacco.
- Possessing and/or using any drug or drugs not lawfully prescribed by a physician and used in accordance with said prescription.
- Selling, distributing, trafficking and/or attempting to sell, distribute or traffic any drug or drugs.
- Possessing, using, selling, and/or distributing any drug-related paraphernalia.
- Attending or remaining at an event or activity where alcohol, tobacco, and/or drugs are being unlawfully consumed or used.

VII. Procedure for Possession/Use of Alcohol, Tobacco or Other Drugs.

First Offense

- Loss of any leadership position in athletic activities for the remainder of the school year. The athlete will be expected to practice with the team and shall attend (out of uniform) all contests for which he or she is suspended.
- The student will forfeit 50% of their current or next activity/and or performance and driving privileges will be suspended for 30 days. The building administrator may waive all or part of a suspension if the athlete completes a drug education program provided by a Certified Chemical Dependency Professional or an Ohio Department of Mental Health and Addiction Services (OHMAS) Certified Agency. Additionally, the student must follow all further recommendations (if any) of the drug education program.

Second Offense

- Loss of any leadership position in athletic activities for the remainder of the student's high school career.

- The student will forfeit 100% of their current or next activity and/or performance and driving privileges will be suspended for 60 days. The building administrator may waive up to 50% (i.e., the student will forfeit only 50% of the activity/performance and driving suspension can be reduced to 30 days.) of the student's suspension in their next activity and/or performance if the student completes an alcohol and/or other drug assessment and follow recommendations of the assessor. The assessment must be conducted by a certified chemical dependency professional.

- The student and parents/guardians will have an Athletic Code of Conduct Meeting with the Athletic Director, Principals and the Director of Secondary Education.

Third Offense

- The student may be barred from participation in any athletic activity, extra-curricular activities/performances for the remainder of his/her middle school or high school career. Driving privileges may be suspended for the remainder of their high school career as well. Students engaged in an active treatment program may be reinstated. This reinstatement and/or and forfeiture of the student's activities and/or performance will be determined by the building administrator. Prior to reinstatement the student must show significant progress toward rehabilitation from a certified chemical dependency professional or an OHMAS Certified Agency.

Middle School students entering High School

A middle school student entering high school with prior offenses will begin high school with zero (0) offenses on their record provided they participate in a drug education program provided by a Certified Chemical Dependency Professional or an Ohio Department of Mental Health and Addiction Services (OHMAS) Certified Agency. Additionally, the student must follow all further recommendations (if any) of the drug education program.

VIII. Procedures for Selling, Distributing, Trafficking and/or

Attempting to Sell, Distribute, or Traffic Drugs

First Offense

- Suspension from athletics for one calendar year.

- Information collected will be reported to appropriate law enforcement authorities.

- The building administrator may waive up to 50% (i.e., the student will forfeit only 50% of the activity/performance) of the student's suspension of the activity or performance if the student completes an alcohol and other drug assessment and follow recommendations of the assessment. Students must also agree to participate in a drug education program provided by a Certified Chemical Dependency Professional or an OHMAS Certified Agency.

Second Offense

- Denial of participation in athletics for the remainder of the student's high school career.

- Information collected will be reported to appropriate law enforcement authorities.

Cheating or attempting to cheat on a drug test

Any student caught attempting to cheat or helping another student to cheat on a drug test will be disciplined as though they tested positive.

Procedures for a student who seeks a Voluntary Referral

Students may use a voluntary referral procedure to seek information, guidance, counseling and/or assessment in regards to use of possession of tobacco, alcohol, and other drugs, instruments or paraphernalia. A voluntary referral may be made by the student, by his/her immediate family, or by a fellow student. Voluntary referral must occur before the violation is reported to a school employee or before being selected for random testing. Involvement by law enforcement officials negates the option of voluntary referral. The student may use the option of voluntary referral once in his/her career at Pleasant Local Schools provided the voluntary referral occurs prior to the student's first offense. Voluntary referrals cannot be employed by a student found to be selling, distributing, trafficking and/or attempting to sell, distribute, or

traffic Drugs.

A student who refers themselves prior to being selected for testing or prior to being caught by an appropriate authority, and who chooses to participate in an alcohol and/or other drug assessment and a drug education program provided by a Certified Chemical Dependency Professional or an OMHAS Certified Agency, will receive no forfeiture of athletic contests, extra-curricular activities and/or performances, and will not be charged with a first offense provided the student had zero (0) offenses while attending middle school**.** Voluntary referral of tobacco or alcohol use or possession may also be used.
Any subsequent violations will be enforced accordingly. If the student requesting the voluntary referral opportunity does not complete the requirements by the established time schedule, the violation consequence will be put into effect immediately. Any further violations will be considered a 2nd offense.

F. The following conditions apply to all extra-curricular activities

- This policy will be enforced at all times, twelve (12) months of the year and may carry over to the next season of participation.

- For students participating in multiple activities, the consequences and reductions will be applied to all current or next activity and/or performance including parking privileges.

- The student and/or parent/guardian/custodian is responsible for all expenses and for providing the building administrator with documentation that the student completed all recommendations.

- The building administrator, or designee, will decide the exact number of events and times a student will be suspended based on the guidelines established above.

- Any participating student charged with a criminal offense regarding tobacco, alcohol or other drug use, possession, and/or distribution will be suspended from extra-curricular and athletic contests while the building administrator investigates

the matter and assesses its impact on the school environment. The building administrator will review each offense individually and determine what action will be taken.

G. Due Process

Any student may appeal his or her suspension or any other consequences to the Extra Curricular Council. A letter requesting an appeal must be presented to the principal within one week of notification of his or her suspension or consequences. There is no time limit for appeals with respect to students appealing a permanent removal of their eligibility status.

The following guidelines will be followed for all cases involving an appeal of an extra-curricular suspension or other consequences imposed on a student. The Building Principal will have the right to alter or change any of the following procedures, as necessary, when extenuating circumstances exist.

1. An Extra Curricular Council will be established by the principal to hear any appeals with respect to the Extra Curricular Handbook rules, policies, and regulations. The time and location for the hearing will be established by the principal.

2. The Extra Curricular Council will consist of seven members. The members are:

a) Head Coach

b) Athletic Director

c) Building Principal

d) One School Board Members - established by the Board President

e) Three Faculty Members appointed by the principal - these can change for each hearing

The building principal reserves the right to change the number and/or qualifications of council members, if necessary or appropriate.

3. The building principal will preside over the appeal meeting and record the appropriate minutes. The student (unless excused by the principal) must be present at the meeting. The student's parents will also be invited to the meeting. The

student may also choose to bring any other individual(s) to the meeting they feel are necessary. The principal reserves the right to limit the number of individuals attending the meeting.

4. At this meeting, the principal will inform the council of the offense and the consequences associated with the offense. Any official documents related to or used to determine the guilt of the student will be distributed to all council members and the student. These documents will be collected and destroyed at the conclusion of the meeting.

The student will then have an opportunity to explain their actions. The student may also have any other individuals in attendance make remarks on their behalf. The council will then be given an opportunity to ask questions of anyone in attendance.

5. After the above discussions have taken place, the student and any other individuals in attendance except the council member will be asked to leave the meeting. The council will then further discuss the matter among themselves.

6. If the council decides more information is needed to make a decision, then they may schedule another time (at the council's discretion) to meet again to discuss the situation. The council members may invite any individuals they determine are necessary to the meeting.

7. After all discussions have concluded and information is gathered, any member may make a motion to either uphold or amend specific items of the current consequences. Any items not covered by the motion will not be altered in any manner.

After the motion is seconded and further discussion is concluded, a vote will be taken. All members will be asked individually for their vote by the principal. The Building Principal will vote last and will only vote in the case of a tie.

8. The student and parents will be notified by the school administration the next day of the results of the meeting. Council members will not discuss the specific results of the meeting with any other individuals (including the student and parents) after the meeting.

9. The Extra Curricular Council may amend any suspension or consequence in any manner they deem appropriate. They may also add any additional stipulations to the amendment. The decisions of the Extra Curricular Council are final and may not be appealed again.

10. After hearing the council's decision, the student may choose to have the original consequences reinstated in place of the council's revisions.

VIII. The Role Of Parents In Extra Curricular Activities

Guidelines for Communicating With Your Children about Extra Curricular Activities

- 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 abilities, 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 the child to be flooded with advice and critical instruction.

- Teach them to enjoy the thrill of competition and/or performance, to be "out there trying," to be working to improve their skills, talents, and attitudes. Help them develop the feeling for competing, for trying hard, for having fun.

- Try not to relive your life through your child in a way that creates pressure. You lost as well as won, you were frightened, you backed off at times, you were not always heroic. Don't pressure your child because of your pride. All children need their parents, so you must not withdraw. Remember, there is a thinking, feeling, sensitive, free spirit out there in that uniform who needs a lot of understanding, especially when their world turns bad. If they are comfortable with you win or lose, then they are on their way to maximum achievement and enjoyment.

- Don't compete with the coach or director. If your child is receiving mixed messages from two different authority figures, he or she will likely become disenchanted.

- Don't compare the skill, talent, courage or attitude of your

child with other members of the team.

- Get to know the coach(es) and/or director(s). 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.

Guidelines for Communicating With The Coach or Director

- Communication You Should Expect From Your Child's Coach or Director:
    - Philosophy of the coach or director
    - Expectations the coach or director has for your child as well as other participants
    - Locations and times of all practices, performances, and contests
    - Activity requirements (fees, special equipment, off-season conditioning)
    - Procedure should your child be injured
    - Discipline that results in the denial of your child's participation

- Communication Coaches or Directors Expect From Parents

    - Concerns expressed directly to the coach or director

    - Notification of any schedule conflicts well in advance

    - Specific concerns in regard to a coach/director's philosophy and/or expectations

- Appropriate Concerns To Discuss With Coaches or Directors
    - The treatment of your child, mentally and physically

- ○ Ways to help your child improve
- ○ Concerns about your child's behavior

- Issues Not Appropriate To Discuss With Coaches or Directors ○ Playing time or roles
  - ○ Team strategy
  - ○ Play calling
  - ○ Other student athletes

- Appropriate Procedures For Discussing Concerns With Coaches or Directors - Call to set up an appointment with the coach or director (contact the school administration to set up the meeting if unable to reach the coach).

- Do not confront a coach or director before or after a contest, performance, or practice - these can be emotional times for all parties involved and do not promote resolution.

- If The Meeting With The Coach/Director Did Not Provide A Satisfactory Resolution Call to set up an appointment with the administration. Determine the appropriate next step at this meeting.

- Failure to abide by these guidelines (given by the OHSAA) may result in the parents not being permitted to attend contests, performances, and/or practices of the group involved.

IX. Transportation Policies

Whenever possible and practical, Pleasant High School provides transportation to away extra-curricular events via a school bus. When this is the case, all students shall travel both to and from all events using the group's designated mode of travel (i.e. bus, etc.). Exception to this policy is a signed waiver to ride home with parents after the event is completed. This is to the discretion of the head coach or director. The athletic director, principal, head coach, or director may also grant exceptions to this policy if:

- unusual circumstances exist, which make traveling with the group unfeasible and
- there is a signed note from the parents <u>before</u> the trip begins.

X. Items and /or Situations Not Covered

Any other circumstances not specially covered in this handbook will be handled as deemed appropriate by the administration, coaches, directors, and athletes involved.

Pleasant Local Schools
Extra-Curricular Code of Conduct
Informed Consent Agreement

Student Name: _____
Graduation Year: _____

As a Student:
-I understand and agree that participation in extracurricular activities is a privilege that may be withdrawn for violations of the Extra-Curricular Alcohol, Tobacco and other Drug Code of Conduct, (hereinafter "Code of Conduct").

-I have read the Code of Conduct and thoroughly understand the consequences that I will face if I do not honor the commitments I have made to the Code of Conduct.

-I understand that when I participate in extracurricular activities I will be subjected to initial and random drug testing, and if I refuse, I will not be allowed to practice or participate in extracurricular activities. I have read this consent agreement and agree to its terms.

-I understand that this is binding while I am a student at Pleasant Local

Schools. Student Signature: _____

Date: _____

As a Parent/Guardian/Custodian:
- I have read the Extra-Curricular Alcohol, Tobacco and other Drug Code of Conduct and understand the responsibilities of my son/daughter/ward as a participant in Extra-Curricular activities at Pleasant Local Schools.

-I understand that my son/daughter/ward will be subjected to initial and random drug testing, and if they refuse, they will not be allowed to practice or participate in extracurricular activities.

-I understand that this is binding while my son/daughter/ward is a student at Pleasant Local Schools.

Parent/Guardian/Custodian

Signature:_____

Date:_____

This agreement must be signed on file before a student may participate in extracurricular activities for the PLSD.

Consent to Perform Drug Testing

We hereby consent to allow the student named on this form to undergo testing for the presence of illicit drugs or banned substances in accordance with the **Policy and Procedure for Random Drug Testing of Pleasant Local School District Student**s as approved by the Pleasant Local School District Board of Education.

We understand that the collection process will be overseen by a qualified vendor.

We understand that any samples will be sent only to a certified medical laboratory for actual testing, and that the samples will be coded to provide confidentiality.

We hereby give our consent to the medical vendor selected by the Pleasant Local School Board, their 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 illicit drugs or banned substances.

We further give permission to the medical vendor selected by the Pleasant Local School Board, its doctors, employees, or agents, to release all results of these tests to the Medical Review Officer (MRO) working for the medical vendor. We understand these results will be forwarded to the Building Principal and will also be made available to us.

We understand that consent pursuant to the Informed Consent Agreement will be effective for all activities in which this student might participate during the current school year.

We hereby release the Pleasant Local School Board of Education, SPORT SAFE Testing Service, Inc. and its employees from any legal responsibility or liability for the release of such information and records.

Student Signature	Date	Student Cell Phone
Parent/Guardian/Custodian Name (print)	Date	Home Phone
Parent/Guardian/Custodian Signature	Cell phone	Work Phone

SIGNATURE PAGE

I, _____, have

Read and understood the regulations provided in this Pleasant

Employee Handbook and agree to abide by the regulations

herein.

Signed,

_____

(Return to Athletic Direct