

**POSSESSION, USE, SALE AND DISTRIBUTION OF ALCOHOL AND OTHER DRUGS
OR ALTERING SUBSTANCES**

It is the district's position that the school environment is orderly and safe in order for students to learn. Therefore, the Granton Area School District prohibits students from promoting, possessing, using, selling, distributing, or being under the influence of alcohol, other drugs or altering substances, tobacco, (either smoking or smokeless), or e-cigarettes while:

1. in school grounds; before, during or after school
2. off school grounds at school sponsored activities or functions.
3. in school vehicles, rented carriers, or in private vehicles, the use for which was arranged by the school, enroute to or from school activities.

The only exception to this policy is a student who is under a physician's orders or has parental permission to take medication. All medications prescriptive and non-prescriptive, will be administered and stored in the office. Any student observed by school personnel self-administering unauthorized medications shall be reported to the office and dealt with according to this policy.

** Also see Board Policy, "Student Use of Communication Devices", Chapter 10, Section AB

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July 14, 2014

Legal Administrative Code: PI 3.55 – 3.63
References: Wisconsin Statutes: 115.35; 115.36; 115.361; 118.01(2)(d)2,6; 118.127;
118.24(2)(f); 118.257; 118.45; 125.037; 125.09(2); 961.495

**ADDENDUM NO. 1 TO POLICY:
Chapter 10; Section AA**

**DEFINITIONS AS REFERENCED IN THE
GRANTON AREA SCHOOL DISTRICT AODA POLICY**

1. ALCOHOL - any liquor, wine, beer or other beverage which contains any portion of alcohol, including non-alcoholic beer, wine coolers or other such products.
2. ALCOHOLISM - a condition caused by the continued use of alcohol, lasting a considerable length of time and expected to limit the person's job, health, mind and/or family.
3. CHEMICAL DEPENDENCY - a condition caused by the continued use of drugs, lasting a considerable length of time, and expected to limit the person's job, health, mind, and/or family.
4. DRUGS - any drug, including tobacco (smoke or smokeless), illegal drugs, marijuana, inhalants, legal prescription and over-the-counter drugs used or possessed or distributed for unauthorized purposes, and counterfeit controlled substances.
5. ALTERING SUBSTANCE – anything that causes abnormal or undesirable change to the physical or mental state of an individual.
6. INHALANTS – any chemical used to get high through one of the following methods, including but not limited to:
 - a. Bagging
 - b. Huffing
 - c. Sniffing
7. PERFORMANCE ENHANCING SUBSTANCES – any substance that increases or stimulates muscle growth, strength, or weight loss, which would result in increased physical ability (eg. Creatine, androstenedione, ephedra, anabolic steroids).
8. SUBSTANCE ABUSE - the use of drugs or alcohol in violation of state or federal law or in violation of school policy.
9. USE - any measurable quantity of alcohol or drugs.
10. PROMOTION – anything that is reasonably perceived as advocating drug and alcohol use.

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ALCOHOL AND OTHER DRUGS PHILOSOPHY STATEMENT

The Granton Area School District recognizes that the use of alcohol and other drugs, or altering substances, and the problems associated with it are becoming increasingly commonplace in our society and among youth.

The Granton Area School District also recognizes that the abuse of alcohol and/or other drugs or altering substances often precedes the development of problems. Where the capacity to make responsible decisions regarding the use of alcohol, and other drug or altering substances, has been reduced or compromised, prompt and appropriate attention can help the vast majority of individuals involved.

The Granton Area School District recognizes that students and/or staff often need education, assistance and support because of their own drug use or because of drug-related problems in those they care about. Many staff and students will need support to remain drug free. Since chemical dependency is preceded by the abuse of alcohol, or other drugs or altering substances, the school system wishes to provide education and/or assistance to any student or staff member displaying signs of harmful involvement.

The Granton Area School District recognizes that a person's use of alcohol, or other drugs, or altering substances, can lead to the disease of chemical dependency. Complete recovery is possible especially when the disease is identified early and treated appropriately. The District regards alcoholism, drug addiction and dependency as it does any other disease or chronic behavioral/medical problem.

The Granton Area School District believes that it is in the best interests of the community, and with its help, to take steps to promote, enhance and maintain a drug-free school system and student body.

The Granton Area School District is therefore committed to activate its resources to prevent and/or address any situation and assist any individual with drug related problems.

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PRE K - 12 PREVENTION PROGRAM

AODA use/abuse is a problem, which has tremendous impact on schools and is causing concern among parents, students and educators. There are many facets to this deep-rooted social problem. Use may cause students to experience personal, behavioral, and medical problems, which can adversely affect school-related behavior, conduct, or academic performance.

It is the intent of the Granton Area School Board to provide assistance when any of these problems interfere with a student's school experience or jeopardizes the health, safety, welfare or educational opportunities of others and/or school personnel.

The Granton Area School District shall take the following steps as a means to address the hazards created by the use of alcohol, drugs, or altering substances.

- A. Provide a comprehensive Pre K - 12 age appropriate and sequential curriculum that includes the following:
 1. alcohol and other drug information
 2. social skills to include: Refusal skills, coping skills, decision skills, etc.
 3. development of a support system for students
 4. parent involvement
 5. a clear "NO USE" message
 6. promotion of alternatives that display a healthy lifestyle
 7. dangers of sexual promiscuity and alcohol/drug use
 8. resources for assistance

- B. Provide a support system for students experiencing personal, behavioral or medical problems which are a result of chemical use by themselves or significant others and consequently jeopardizes their educational opportunities. These may include:
 1. participating in student assistance support groups
 2. referral to outside agencies for assistance
 3. one-on-one counseling with certified staff
 4. other, as may be deemed appropriate

- C. Provide a continuing inservice education program for all employees of the district to include:
 1. awareness of alcohol and other drug related problems
 2. AOD specific training
 3. core group training
 4. group facilitator training
 5. other, as may be considered appropriate

- D. Participate in networking with parents and community in order to:

1. provide comprehensive resources to youth
2. provide a united front in addressing AOD related issues
3. work cooperatively with law enforcement and other service agencies
4. develop parent/community education programs
5. promote parent/community involvement in the student assistance program
6. coordinate support efforts for students leaving treatment
7. other programs as needed

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**PROCEDURES FOR POSSESSION, USE, SALE AND DISTRIBUTION
OF ALCOHOL, OTHER DRUGS, OR ALTERING SUBSTANCES**
A. WITNESSED:

A violation of school policy and/or local, state or federal regulations against the possession, use, buying, selling, or delivery of alcohol, other drugs, or altering substances is committed in school or at a school sponsored activity.

- STEP 1** The staff member informs the student of the observed violation, obtains the student's name and directs the student to the office or to the supervisor on duty. The staff member should confiscate the AODA substance and/or evidence substantiating its use, if possible. The staff member documents the incident by submitting a brief, written report to the Administrator.
- STEP 2** The Administrator conducts a pre-suspension hearing. Elements of the hearing include: student explanation, reason for the suspension, action to be taken and informing the student of his/her right to a formal hearing and appeal process.
- STEP 3** The administrator will notify law enforcement if appropriate.
- STEP 4** The Administrator suspends the student for three days.
- STEP 5** The Administrator will inform the parent/guardian of the suspension and will schedule a reinstatement conference requiring student and recommending parent/guardian attendance.
- STEP 6** The Administrator will notify the AOD Coordinator of the circumstances and the suspension and hearing if they were not present in STEPS 2 and 5.
- STEP 7** The AOD Coordinator will:
- a. gather data concerning the student's school performance
 - b. contact the parent/guardian if pertinent information is needed
 - c. make recommendations to the Administrator relative to reinstatement and follow-up support
- STEP 8** The Administrator will conduct a reinstatement conference at which time he/she will re-explain the school policy relating to AODA use/abuse and explain the conditions for reinstatement.
- Conditions include: an interview with the AOD Coordinator; contract that addresses a plan to meet needs identified.
- STEP 9** The AOD Coordinator will work with the student to meet the terms of the contract. This may be accomplished through regular meetings and may lead to further recommendations:
- a. no further action necessary
 - b. referral to other services
 - c. regular sessions with the AOD Coordinator, school counselor or other appropriate school personnel

d. other referrals as necessary

STEP 10 The AOD Coordinator will monitor the student's progress and report to the Administrator and will also stay in contact with the parent/guardian.

STEP 11 A breach of contract or refusal to enter into a contract will result in one of the following actions:

- a. development of another contract that is agreeable to all parties
- b. seek outside assistance to negotiate a contract
- c. document the school's efforts to provide assistance to the student

B. SUSPECTED:

A staff member becomes concerned about possible AODA use/abuse because of:

1. observed behavior changes
2. a definite, repeated pattern of decline in school performance
3. a possible "use" relate incident
4. any combination of the above elements

STEP 1 The staff member should inform the student that his/her behavior is inconsistent with expectations and that it is the student's responsibility to improve. In a caring, non-judgmental way suggest that he/she contact the AOD Coordinator and that the staff member is considering contacting them too.

STEP 2 The staff member should document student behaviors and contact the school counselor.

STEP 3 The AOD Coordinator/school counselor will follow the same steps as outlined under "Witnessed" beginning with Step 7 (a) and (b) and continuing Steps 9 through 11.

5. whenever an authorized school district employee has reasonable suspicion that a student is under the influence of alcohol while on school premises, in a motor vehicle owned, rented by or consigned to a school; or participating in a school-sponsored activity the student will be:

STEP 1 Asked to submit to breath testing, which will be conducted by a duly authorized law enforcement agent. If a student refuses to submit to testing to determine the presence of or lack of alcohol in the student's breath, this refusal will be construed as implied consent. (118.45 Wis. Stats)

STEP 2 If test results indicate the presence of alcohol, the parent/guardian should be called to pick up the student, and all remaining steps under section A of this policy shall be followed.

C. STUDENT SELF-DISCLOSURE/PARENT DISCLOSURE

The school personnel that receive the information will share it with the AOD Coordinator and they will proceed as in Step 3 above.

D. PROCEDURE FOR STUDENTS WITH AOD RELATED FAMILY PROBLEMS

1. The staff member becomes concerned about a possible family AOD situation.

- STEP 1 The staff member will document concerns and make a referral to the school counselor.
- STEP 2 The AOD Coordinator/school counselor will contact the student involved and conduct one or more interviews. The purpose of the interview(s) is to determine:
- a. behaviors of concern
 - b. the most appropriate role for the school to provide assistance
 - c. possible involvement of parents
- STEP 3 The AOD Coordinator school/school counselor will describe the services available to the student through the school.
- STEP 4 Based on the interview, the AOD Coordinator will recommend assistance for the student. He/she will inform the Administrator and referring staff member of the outcome.
- STEP 5 The AOD Coordinator will monitor student progress.

2. Students desiring support in their decision to maintain chemical-free life styles, or entering or returning from a treatment program may be identified in one of the following ways (self, family, peer, community).

For students entering a treatment program, the AOD Coordinator, or school counselor, will take action consistent with procedures for any student hospitalized for a similar length of time and with the restrictions of confidentiality, including:

- a. With permission of the parent/guardian, notify the treatment program of the school's willingness to participate in the child's treatment and/or discharge planning.
- b. Release information to pertinent staff with parent/guardian consent.
- c. Arrange for homebound instruction if necessary.
- d. The AOD Coordinator, or school counselor, will keep in contact with the student, family, and or treatment facility to assist any way possible.

3. For students returning from a treatment program, the AOD Coordinator, or school counselor, will work with the treatment facility to implement the discharge plan as pertains to school, while operating within the restrictions of confidentiality. The schools' involvement may include:

- a. participation in discharge plan development on behalf of the school
- b. arrange for academic assistance if needed
- c. arrange for individual counseling by appropriate school personnel when needed
- d. provide other appropriate support activities as determined by the discharge plan

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STUDENT SEARCH AND SEIZURE

The right of inspection of student lockers or articles carried on their person or brought onto school grounds is inherent in the authority granted schools and Administrators by the State of Wisconsin in exercising a "Loco Parentis" relationship with the student during the school day or at school sponsored activities.

A search of a student locker/desk or personal belongings "must be reasonable" in its inception and in its scope. There should be reasonable grounds for suspecting that a search will turn up evidence that the student has violated or is in violation of the law or of the rules of the school. The measures of the search must be reasonable related to the purpose of the search and are not excessive in light of the age and sex of the student and the nature of the suspected infraction. Reason and common sense should prevail at all times for determining the necessity of a student search. Criteria for a decision should include, but not be limited to: age, sex, history and record of the child to be searched, seriousness of the problem, need for a search without delay, reliability of the information used as justification for the search, and the teacher's, preferably the Administrator's, prior experience with the student.

A search of a student, as well as a dog-sniff of a student, is considered under the Fourth Amendment of the U.S. Constitution if it meets the following two tests:

1. THERE MUST BE REASONABLE GROUNDS TO SUSPECT THE SEARCH WILL REVEAL EVIDENCE OF VIOLATIONS OF EITHER THE LAW OR SCHOOL RULES; AND,
2. THE WAY IN WHICH THE SEARCH IS CONDUCTED MUST BE REASONABLY RELATED TO THE OBJECTIVES OF THE SEARCH AND MUST NOT BE OVERLY INTRUSIVE IN LIGHT OF THE AGE AND SEX OF THE STUDENT AND THE NATURE OF THE INFRACTION.

School officials shall not conduct unreasonable searches and seizures, and staff should remain sensitive so as not to invade the privacy of their students any more than necessary to achieve the legitimate end of preserving order in the schools. STRIP SEARCHES ARE ILLEGAL AND WILL NOT BE CONDONED BY THE SCHOOL DISTRICT AT ANY TIME. If the nature of the problem is so serious or severe that this type of search is to be considered, law enforcement agencies will be contacted immediately.

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STUDENT DUE PROCESS

Students should always be afforded at least rudimentary due process before they are disciplined for policy violation. They should be given:

- notice of the misconduct
- evidence against the student, and
- an opportunity to explain his/her version of the misconduct incident.

It is our belief that this policy provides students with such a rudimentary process.

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