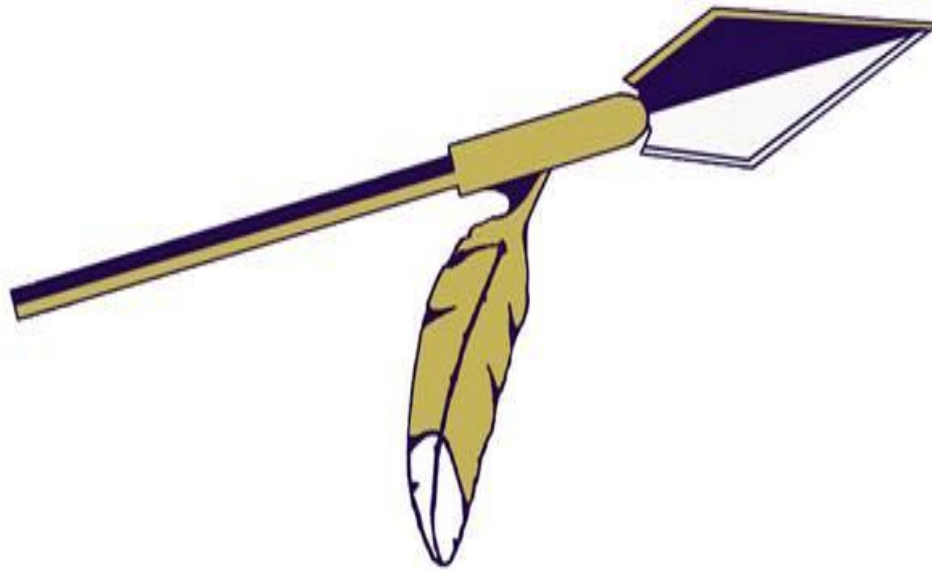


Alvarado Independent School District



Drug Testing Program Handbook

Revised 8-17-2022

SCHOLAR DRUG- TESTING PROGRAM

As part of a comprehensive drug-testing program, the District shall offer scholar drug testing, with parental consent, to scholars on secondary campuses in grades 7–12.

PURPOSE

The purpose of the scholar drug-testing program is to:

Promote the importance of being “drug-free”.

Provide scholars in the District a deterrent to drug use and a tool to combat peer pressure.

Provide a safe and drug-free environment for all scholars in the District.

Provide drug awareness and life skills training program that is age and grade-level appropriate for all scholars in the District.

Provide a drug education program and support system for scholars who test positive for drug use.

Ensure the health and safety of the scholars within the District.

MANDATORY DRUG TESTING

Each school year, the District requires scholars in grades 7-12, who choose to participate in co-curricular competitions, extracurricular activities, or request a permit to drive a vehicle on school property, to take part in the Drug Testing Program as a randomly selected participant. Both the scholar and parent must agree to the Drug Testing Program and complete the AISD Drug Testing Program Permission Form.

Each school year, prior to a Scholar participating in any extracurricular varsity athletic sport, both the scholar and parent must agree to the Drug Testing Program and complete the AISD Drug Testing Program Permission Form. The Drug Testing Program requires scholar to participate in an initial drug test prior to or during a varsity athletic sport and then as a randomly selected participant thereafter.

SUBSTANCES TESTED

The drug-testing program shall only test for the presence of the following illegal substances: amphetamines, barbiturates, benzodiazepine, cocaine, MDMA (Ecstasy), opiates (codeine, heroin, morphine, and papaverine), phencyclidine (PCP), marijuana, methadone, propoxyphene. Testing shall be performed as outlined in TESTING PROCEDURES AND PROTOCOLS, below.

SANCTIONS

Sanctions for a positive drug test are as follows:

FIRST OFFENSE

1. The parent/guardian shall be contacted to discuss the offense and the scholar's sanctions within ten school days of the date the results are received by the District.
2. The appropriate campus administrators and personnel shall be notified of the scholar's positive test result.
3. The scholar:
 - a. Shall be suspended from the athletic program for ten percent of the season's contests, including postseason;
 - b. Shall be suspended from extracurricular and co-curricular activities for one contest; and/or
 - c. Shall lose driving privileges for four weeks (ten percent of the total school year). This suspension shall be effective immediately and shall carry over into the following sport or school year.
4. The scholar shall be expected to attend all practices associated with his or her participation in the District's athletic program or extracurricular and co-curricular activities.
5. The scholar shall complete a minimum of three documented sessions of drug counseling with the District drug counselor within 30 school days of the parent/guardian being notified of the offense.
6. The scholar shall be tested in each of the next four random tests. Testing may carry over into the next school year. The scholar, or his or her parent/guardian, shall be responsible for paying for the cost of these required drug tests in advance or in monthly installments.

SECOND OFFENSE

1. The parent/guardian shall be contacted to discuss the offense and the scholar's sanctions within ten school days of the date the results are received by the District.
2. The appropriate campus administrators and personnel shall be notified of the scholar's positive test result.
3. The scholar:

Shall be suspended from the athletic program for 30 percent of the season;

Shall be suspended from three extracurricular and co-curricular activities; and/or

Shall lose driving privileges for 12 weeks (30 percent of the total school year). This suspension shall be effective immediately and shall carry over into the following sport or school year.

4. The scholar shall be expected to attend all practices associated with his or her participation in the District's athletic program or extracurricular and co-curricular activities.
5. The scholar shall complete a minimum of five hours of drug counseling from a certified drug counselor employed outside the District within 45 school days of the parent/guardian being notified of the offense. The scholar, or his or her parent/guardian, shall be responsible for the cost of these counseling sessions. The scholar shall provide to the District documentation verifying completion of the counseling. The certified drug counselor may be selected by the parent/guardian or recommended by the campus drug counselor.
6. The scholar shall be tested in each of the next four random tests. Testing may carry over into the next school year. The scholar, or his or her parent/guardian, shall be responsible for paying for the cost of these required drug tests in advance or in monthly installments.

THIRD OFFENSE

1. The parent/guardian shall be contacted to discuss the offense and the scholar's sanctions within ten school days of the date the results are received by the District.
2. The appropriate campus administrators and personnel shall be notified of the scholar's positive test result.
3. The scholar shall be suspended from all activities and driving privileges for the remainder of the scholar's tenure in the District, unless he or she is reinstated under the following procedure:
 - a. After one calendar year, the scholar may apply for reinstatement into the program. To apply for reinstatement, the scholar must:
 - (1) Test negative on the next scheduled drug test. The scholar, or his or her parent/guardian, shall be responsible for the cost of these required drug tests.
 - (2) Submit a written letter requesting reinstatement into the program.
 - (3) Submit a letter of recommendation from a certified drug counselor employed outside the District.
 - (4) Agree that once reinstated, he or she shall take the next eight consecutive drug tests. The scholar, or his or her parent/guardian, shall be responsible for the cost of all eight required drug tests prior to official reinstatement. After the eighth consecutive negative test, the scholar shall enter the random testing pool.
 - (5) Agree to enter the program understanding that one positive drug test result shall constitute a suspension from all activities and driving privileges for the remainder of the scholar's tenure in the District.
 - b. A committee shall be formed and composed of a campus administrator, the athletic director, an at-risk counselor, and the school health advisory committee (SHAC) coordinator. The committee shall conduct a hearing, review documentation, and vote

within 30 calendar days of the application submission. Committee members shall ensure that all documentation and discussions regarding a scholar shall be strictly confidential. A vote for reinstatement must be unanimous. The decision shall be final for one calendar year, at which time the scholar may again apply for reinstatement.

A scholar reenrolling in the District after testing positive and withdrawing from the District shall be enrolled at the same offense level on which the scholar was placed before withdrawing.

TESTING PROCEDURES AND PROTOCOLS

Both scholar and parent agree and consent to the disclosure of the sampling, testing, and results as provided for in the Drug Testing Program. This consent is given pursuant to all state and federal privacy statutes, including the Family Education Rights and Privacy Act, and the Hatch Amendment, and is a waiver of any right of non-disclosure of such test records and results, to the extent authorized in the Drug Testing Program.

Scholar's names are randomly selected by a contracted drug testing service. Scholars randomly selected will participate in scheduled drug testing at school's designed location. All specimens will be collected and sent to a certified laboratory for testing:

1. Scholars subject to random testing shall be selected from a pool of all eligible scholars.
2. Screening shall be completed by an independent laboratory under contract with the District, using an accepted immunological screening procedure. The laboratory is subject to change at the District's sole discretion.
3. Certified laboratory personnel and professional staff shall administer testing.
4. A scholar taking prescription medication must provide a current prescription for the drug test time frame in his or her name within a week of the positive test notification. If a prescription in the scholar's name is not provided to the at-risk counselor in the time specified, the test shall count as a positive and sanctions shall apply.
5. Each scholar selected to be tested shall provide a urine sample to the designee within two hours. Failure to produce a sample in the allotted time period shall constitute a positive screening, unless there is a documented medical reason for the failure. Tampering or attempting to tamper with a sample shall also constitute a positive screening. The laboratory personnel administering the test shall take a minimum of 30 milliliters of urine, which may be used as needed during the appeal process.
6. Scholars are not allowed to drink or consume any liquid once they enter the testing site area other than what is allotted by the certified laboratory personnel or professional staff member.
7. Scholars required to provide a sample shall do so in a private stall with a door. The laboratory personnel or professional staff person shall stand outside the stall door.
8. Before entering the stall, the scholar shall be required to empty his or her pockets and shall not be allowed to take anything into the stall but the collection container.

9. The District vendor shall take collected specimens to an independent laboratory for processing.

All positive screenings shall be confirmed by either scholar admission or an additional test from a split sample that may include gas chromatography/mass spectroscopy (MS/GC) testing by the District vendor.

The District vendor shall send the results to the appropriate drug program administrator. The scholar's name and identification number shall identify all specimens.

Noncompliance with the testing procedures by a scholar shall be considered a violation of this program and grounds for removal of all privileges.

Any scholar refusing to be tested, as well as any scholar tampering with or attempting to tamper with a sample, shall be subject to sanctions as if testing positive. Failure to provide a specimen within two hours shall constitute a refusal to test. Readmission to any program shall be contingent upon agreeing to participate in the Drug Testing Program and having a negative test result.

CONFIDENTIALITY

The collection and coding of specimen samples shall be executed in the above manner and shall be collected and transported to the testing facility to ensure confidentiality and proper identification.

Only the scholar, parent/guardian, campus principal, drug program administrators, athletic director, coach or sponsor/director, and appropriate campus and central office employees shall be given the test results from the drug program administrators.

All test results shall be destroyed upon graduation or when the scholar no longer has UIL eligibility.

A scholar reenrolling in the District after testing positive and withdrawing from the District shall be enrolled at the same offense level that the scholar was placed before withdrawing.

WITHDRAWAL FROM THE TESTING PROGRAM

Only the parent/guardian or an adult scholar (18 years old or older) may withdraw from the drug-testing program. Once a scholar is enrolled in the program, the scholar shall remain in the program for the remainder of their enrollment with Alvarado ISD. If a scholar withdraws from the program after a positive drug test, he or she shall adhere to all sanctions as if never leaving the program in order to rejoin the program later in the year or any other time. Refusal to do so shall prevent the scholar from rejoining.

The withdrawal request shall be submitted in writing and shall be signed by the parent/guardian or an adult scholar.

APPEALS

If the scholar and/or the parent/guardian desire to appeal the test result, the appeal shall be submitted in writing.

During the appeal process, a portion of the sample gathered at the original testing opportunity shall be provided to the certified laboratory of the parent's/guardian's choice, as indicated in writing, including facility address. Secured chain-of-custody procedures shall be required. The sample shall be transferred directly from one laboratory to the laboratory designated by the parent/guardian. The parent/guardian or scholar shall be responsible for the payment of this transfer and testing costs.

The current scholar appeal procedure for disciplinary decisions shall be available to parents/guardians and scholars contesting positive test results. [See FNG]

COSTS INCURRED BY THE PARENT OR SCHOLAR UNDER THE PROGRAM

The District shall not be responsible for any cost incurred by the parent/guardian or scholar for drug education, counseling, or treatment, including but not limited to residential treatment.

The District will pay for initial varsity's mandatory drug test and all randomly scholars per scheduled testing.

Following a positive result, the scholar or parent/guardian, shall be responsible for paying for any and all mandatory drug tests that are required by the leveled sanction, either in advance or in monthly installments.

REGULAR DISTRICT DISCIPLINARY SANCTIONS

Regular District disciplinary procedures shall be followed for any scholar who is found to be under the influence of, in possession of, using, or distributing illegal substances or paraphernalia on any District campus or at any school-related event.



ALVARADO ISD
 PO Box 387 ALVARADO, TX 76009 817.783.6800

Alvarado ISD Drug Testing Program

Parent/Guardian Permission Form

_____ DOES consent to participate in the Alvarado ISD Drug Testing Program.

Our signatures are evidence that we understand Board Policy FNF (LOCAL), the written procedures as outline in the Drug Testing Program Handbook, and accept responsibility for full participation.

We further agree and consent to the disclosure of the sampling, testing and results as provided for in this Program. This consent is given pursuant to all state and federal privacy statutes, including the Family Education Rights and Privacy Act, and the Hatch Amendment, and is a waiver of any right of non-disclosure of such test records and results, to the extent authorized in the Program.

We further understand that the scholar's participation in the Program shall continue until graduation or until the scholar and his/her parent withdraws him/her from the Program in writing.

As parents, we are aware of our child's participation and support his/her decision. We are aware that our child has the right to refuse to submit to the testing at any time, but that refusal will be viewed as a positive result and will be handled according to sanctions outline in the Drug Testing Program Handbook.

 Scholar Name (Please Print)

 Scholar Signature

 Date

 Parent Signature

 Date

 Home Phone

 Work Phone

Inspiring & Empowering Learners

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