



TO: Members, Calcasieu Parish School Board

FROM: Robert Barrentine, Chief Operations Officer  
Human Resources/Auxiliary Services

DATE: June 22, 2021

SUBJECT: Administrative and Personnel Committee Meeting

Mr. Mack Dellafosse, Chairman, has called an Administrative and Personnel Committee Meeting for **Tuesday, June 22, 2021**, in the Board Room at 3310 Broad Street, Lake Charles, Louisiana.

### **AGENDA**

- 1. Proposed Policy Change: Drug Testing of Student Athletes - IDFAA**
- 2. Certification Material: Information Only**
- 3. Strategies to Recruit and Retain Certified Teachers: Information Only**

### **Administration and Personnel Committee Members:**

Mack Dellafosse, Chair	Dean Roberts, Vice Chair
Annette Ballard	Russell Castille
Fred Hardy	Aaron Natali
Alvin Smith	Eric Tarver
Desmond Wallace	Mark Young

### **Other Board Members:**

Billy Breaux  
Bliss Bujard  
John Duhon  
Glenda Gay  
Damon Hardesty

## **Current CPSB Policy: IDFAA**

### **CPSB POLICY**

#### **DRUG TESTING OF STUDENT ATHLETES**

The Louisiana High School Athletic Association (LHSAA) has included drug testing in its eligibility requirements for member schools for the 1999-2000 school year. The policy stated below meets the requirements for eligibility **Rule 1.10** in the LHSAA Handbook.

##### **1. School Responsibilities**

###### **A. Maintain an active file which includes the following properly signed documents:**

1. *LHSAA Substance Abuse/Misuse Contract and Consent Form*
2. *School Drug Policy for Student Athletes*

###### **B. Provide an accurate roster for all athletes for each sport upon request by Central Office**

1. Rosters shall include student I.D. numbers only (no names)
2. School shall maintain a roster which includes both names and I.D. numbers

###### **C. Must ensure that all student athletes who have been randomly identified are tested.**

##### **2. Student/Parent Responsibilities**

###### **A. Student and parent must sign the *LHSAA Substance Abuse/Misuse Contract and Consent Form*.**

###### **B. Student must sign the *School Drug Policy for Student Athletes*.**

##### **3. Testing Agency**

###### **A. Must be state certified.**

###### **B. Responsible for random selection of athletes to be tested.**

##### **4. Student Selection**

###### **A. All student athletes in all sports are subject to testing throughout the school year.**

###### **B. At least ten percent (10%) of the athletes shall be tested each testing session.**

###### **C. Primary testing sessions will occur during the fall, winter and spring.**

###### **D. Secondary testing may be conducted at the discretion of the school.**

##### **5. Test Results**

###### **A. Negative results require no further action**

###### **B. First Positive Test**

1. Immediate conference with student athlete, parent, school administrator and coach shall be conducted.
2. Student athlete becomes ineligible upon notification of the school of a positive test for the remainder of the sport season.
3. Parents may request further verification of positive results
  - a. Parent is responsible for expenses incurred.
  - b. Verification shall be conducted from the original sample and from the designated agency only.
  - c. Verification must be accomplished within five (5) working days.
4. If verification results in a negative test, student regains eligibility immediately.
5. If verification confirms the positive results, the student remains ineligible for the remainder of that sport season including any post- season games and/or activities.
6. Counseling shall be offered to all students who test positively – school will provide a resource list.
  - a. A minimum of six (6) verified hours of Drug-Counseling is required from an accredited agency and/or counselor for those student athletes who wish to regain eligibility.
  - b. The required six (6) hours of counseling must be completed prior to additional drug testing – with a maximum of two (2) counseling hours completed per week.

#### C. Regaining Eligibility

1. After completion of the required counseling, the student must test negatively to regain eligibility for another sport, and wait until the sport season in which the student tested positive has ended (including any post-season games).
  - a. Student cannot regain eligibility for original sport season for which he/she tested positive.
  - b. Student cannot start participating in another sport including practicing and/or participating in any team activities until the sport season for which the student tested positive has ended.
2. A school coach/faculty member will be required to accompany the athlete to a certified drug testing agency to verify the appropriate process has been followed – all expenses acquired will be the responsibility of the athlete's guardian.
3. Eligibility is regained immediately upon notification to the school by the Central Office or certified drug testing agency of a negative test result by the student athlete in question and verification of the completed six (6) hour of *Drug Counseling Form*.

#### D. Second Positive Test

1. Same as B. 1



2. Same as B. 2, except student athlete becomes ineligible for the remainder of the school year.
3. Same as B. 3
4. Same as B. 4
5. Same as B. 5
6. Same as B. 6

E. Third Positive Test

1. Same as B. 1
2. Same as B. 2, except student athlete becomes ineligible for the remainder his/her high school career.
3. Same as B. 3
4. Same as B. 4
5. Same as B. 5
6. Counseling shall be offered.

Revised: May 9, 2017

Ref: La. Rev. Stat. Ann. §§[17:81](#), [40:961](#), [49:1111](#)  
[Vernonia School District 47J v. Acton](#), 515 U.S. 646 (1995)  
[Official Handbook](#), Rule 1.17, Louisiana High School Athletic Association  
Board minutes, [9-21-99](#), [5-9-17](#)

Calcasieu Parish School Board **FILE: IDFAA**

# Proposed Policy Change: IDFAA

## ATHLETIC ACTIVITY DRUG SCREENING OF STUDENT ATHLETES

The Calcasieu Parish School Board acknowledges that student participation in extracurricular activities is a privilege afforded to eligible students on an equal opportunity basis and thus is voluntary and not required by Board policy or state and/or federal law.

Therefore, the Calcasieu Parish School Board, to further protect the health and safety of student athletes and to preserve and maintain a positive learning environment, has adopted a policy for *Athletic Activity Drug Screening*. **The express purpose of this policy is (1) to help prevent students and athletes from using drugs, (2) to help protect their health and safety, (3) to provide drug users with an educational assistance program, and (4) to try to preserve and maintain a positive learning environment.**

As a part of the drug screening policy, the School Board authorizes mandatory random drug testing of students who participate in the schools' athletic programs to be conducted by a state certified drug testing agency.

### PROCEDURES

According to rule 1.10 in the LHSAA handbook, all student athletes shall be subject to random drug testing prior to participating in any sanctioned sport or practice. The student athlete and parent/guardian shall be required to sign the *LHSAA Substance Abuse/Misuse Contract and Consent* form. These tests shall be strictly enforced, and participation shall be mandatory since the parents/guardians have freely chosen to allow their son(s)/daughter(s) to participate in athletic programs. No athlete shall be tested unless the parent(s)/guardian(s) and the athlete sign the *LHSAA Substance Abuse/Misuse Contract and Consent* form giving permission to have the tests performed. Refusal to allow these tests to be administered shall immediately serve notice that the student may not participate in any interscholastic athletics.

All student athletes shall be subject to random selection and testing throughout the school year. All testing shall be referred through a state certified laboratory. The testing agency will be responsible for random selection of athletes to be tested. The testing laboratory shall collect the specimen and shall handle the chain of custody and reporting of the results.

All costs associated with the administration of the athletic drug testing program shall be the responsibility of the School Board. However, any evaluation or counseling services which may be mandated because of positive tests shall **not**, under any circumstances, be the responsibility of the Calcasieu Parish School Board.

### **Procedures in the Event of a Positive Result**

1. Whenever a student athlete's test result is positive, the following **will** occur:
  - a. Within 24 hours a conference with student athlete, parent, school administrator and coach shall be conducted.
  - b. If the parent(s)/guardian(s)/custodian(s) or student request further verification of a positive test he/she is responsible for expenses incurred and verification on shall be conducted from the original sample and from the designated agency only.

#### **2. First Positive Result**

For the first positive result, the student athlete will be given the option of:

- a. Within five working days from the first notification of a positive result, make an appointment with an accredited drug counseling agency for a chemical dependency assessment. The student will be required to follow the recommendations of the agency and any recommendations must be communicated in writing to the school principal or designee. The student will be suspended from participation in interscholastic athletics for a period of 30 calendar days and will be required to successfully complete a re-entry drug test with a negative test result. The student will be subject to random drug testing for the remainder of the academic year.

**OR**

- b. Denial of participation in interscholastic athletics for the remainder of the current academic year.

#### **3. Second Positive Test**

- a. After confirmation of a second positive drug screening, the student shall lose eligibility from the interscholastic athletes for the remainder of the school year.
- b. For the student to re-enter athletics, at the expense of the parent/guardian/custodian, he/she must voluntarily submit quarterly negative drug screening for the dismissed year.

#### **4. Third Positive Test**

- a. For the third positive result in any two consecutive years, the student will be suspended from participating in interscholastic athletics for the remainder of their athletic high school tenure.



# Certification Material

## Levels of Certification

Professional Level Teaching Certificates include Level 1, Level 2, and Level 3.

- Level 1 – Entry-level professional certificate, valid for three years
  - Eligibility Requirement – Completion of certification requirements outlined in Bulletin 746
- Level 2 – Valid for five years
  - Eligibility Requirements
    - 3 years teaching in certified area
    - 3 years of successfully meeting the standards of effectiveness (evaluation) pursuant to LA R.S. 17:3886
- Level 3 – Valid for five years
  - Eligibility Requirements
    - Master's Degree
    - 5 or more years teaching in certified area
    - 3 years of successfully meeting the standards of effectiveness (evaluation) pursuant to LA R.S. 17:3886

## Valid vs. Not Valid

Teaching certificates are issued for a specified period (Level 1 – 3 years, Level 2/3 – 5 years). Renewal of a certificate or advancement to a higher level certificate is determined by the eligibility requirements listed above. A certificate that is not renewed within the validity period is expired. Expired certificates can be renewed upon request by the individual. Lifetime certificates are no longer issued by the Louisiana Department of Education (LDOE).

### **School System Role in Teacher Certification**

Personnel supervisors work closely with educators to facilitate applications and renewals of all certificates. Most applications require signatures of the employing agency and are submitted electronically to the LDOE Educator Certification Portal.

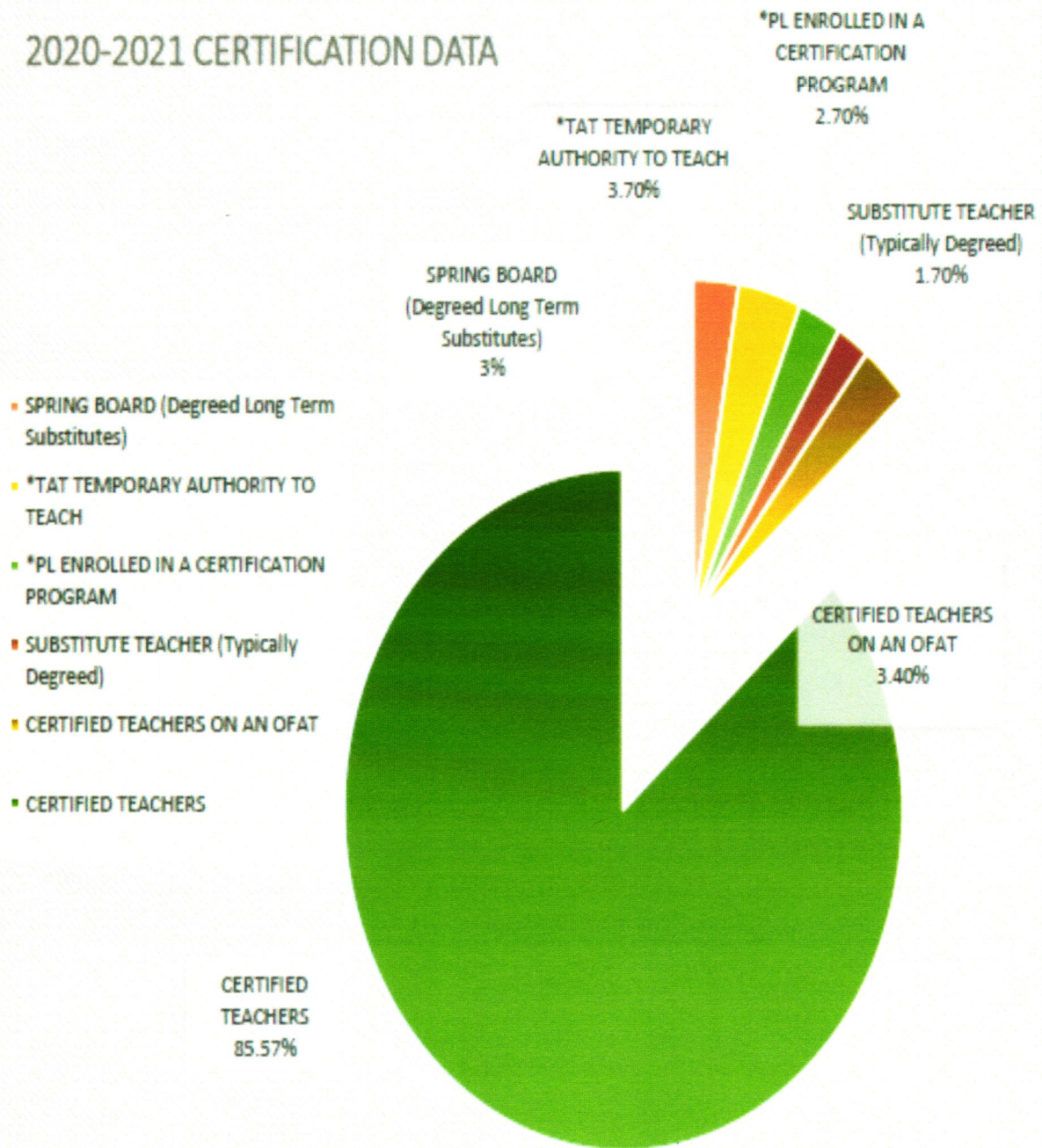
### **Supervisory and Consultant Positions and Certifications**

Qualifications for administrative and consultant positions typically require a master's degree and a valid teaching certificate. Additional qualifications vary depending upon the position and are detailed in the job posting based upon the CPSB job description. The process for selection of these candidates includes:

- Advertisement of the position,
- Vetting of applicants based upon required qualifications,
- Interviews conducted by the Personnel Department,
- Recommendation submitted to the superintendent by the interview committee members, and
- Appointment of an applicant by the superintendent.



## 2020-2021 CERTIFICATION DATA



## **Strategies to Recruit and Retain Certified Teachers**

- Human Resource Department attends University Job Fairs across the state & regionally to recruit certified teachers for CPSB.
- HR supervisors consult individually with new teachers to determine certified status and if needed develop a plan for becoming certified.
- CPSB provides a comprehensive New Teacher Academy with an Induction Program for beginning teachers and teachers new to the district. The NTA also provides support throughout the year with professional development, on site visits, e-mail, or phone communication.
- Tuition Reimbursement (Proportional amount) for teachers working to attain certification.
- Tuition Reimbursement (Proportional amount) for paras in Title I schools working on regular education certification and paras in all schools working on special education certification.
- Ongoing support from District staff: Curriculum and Instruction, Federal Programs, Human Resource Department, Risk Management, Child Welfare & Attendance, Grant Department, Technology Department, etc.
- High quality PD is provided by the District office as well as school specific all based on current needs assessment. Stipends and/or subs are funded.
- Technology Department provides numerous opportunities for PD free of charge. Pending the funding, stipends may be offered for participation.
- Teachers have 24-hour access to the Student Progress Center from home or school to on-line grading.
- District web site highlights the successes of district, schools, staff, and students.
- Title I Schools have school wide budgets to supplement district initiatives. Funding allows schools to meet specific needs to increase student achievement.
- On some occasions, we have recruited by posting jobs on the LDOE certification site, though not a regular occurrence.
- An online recruitment package that allows an applicant to select an option to be notified of new job postings by email when they are created. This will enable applicants not selected to continue to receive notifications of opportunities.
- Human Resource Department hosts job fairs in the month of June to recruit employees.