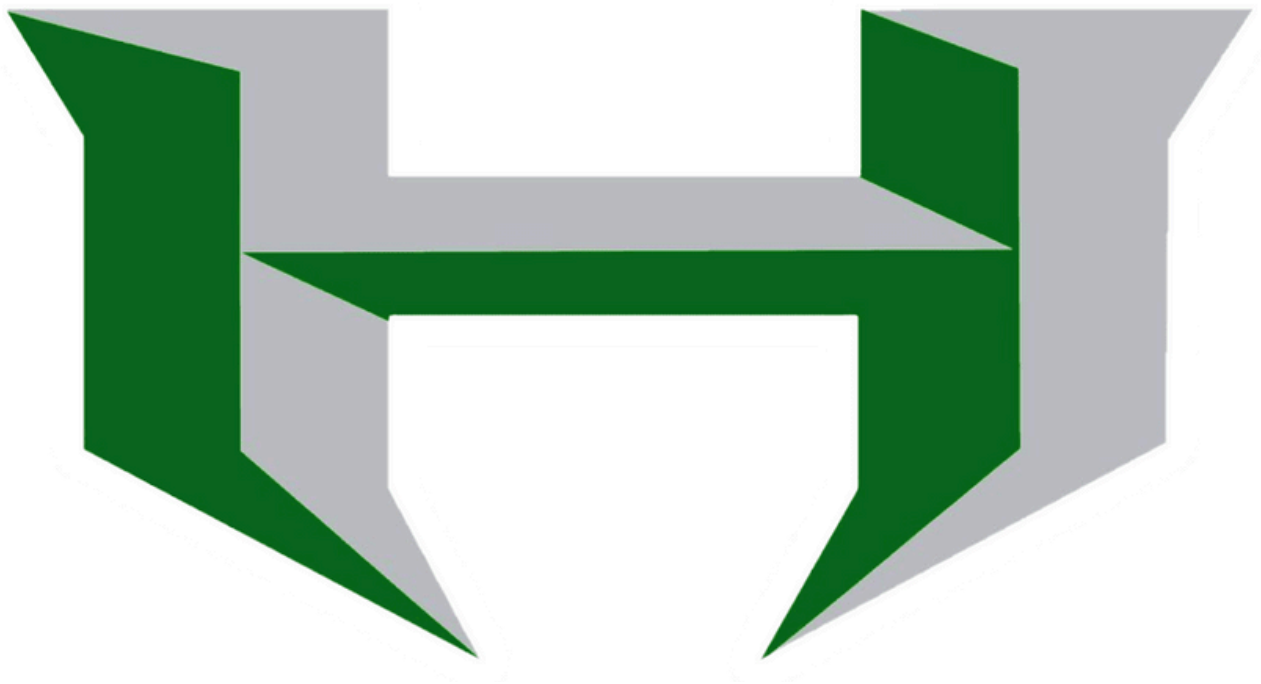


REGULATIONS TO IMPLEMENT THE DISTRICT'S RANDOM DRUG TESTING POLICY



Hamlin Collegiate Independent School District

www.gohamlin.com

TABLE OF CONTENT

-  3 Purpose, Programs & Findings
-  4 Drug Testing / Drug Testing & Laboratory
-  5 Procedures / Testing Protocol
-  6 Testing Results / Positive Results
-  7 Illegal Drug Failures
-  9 Nicotine Failures
-  10 Refusal & Voluntary Participation
-  11 Appeals
-  12 Course Information
-  13 Authorization Form
-  14 Parent/Guardian Notification Forms

PURPOSE

The Board of Trustees prioritizes the well-being of both students and the wider community. Instances of illegal drug usage among students not only jeopardize their own health and safety but also pose a threat to their peers and the public at large. With this in mind, the Board advocates for implementing mandatory random drug testing for students involved in extracurricular activities (grades 6-12). Such testing aims to serve multiple purposes: dissuading drug use, countering peer pressure by providing students with a rationale to reject illegal substances, fostering the safety and welfare of students and the community, and encouraging those struggling with drug abuse to seek assistance through available treatment programs.

PROGRAMS

- Athletic Programs; Football, Cross Country, Golf, Basketball, Baseball, Softball, & Track
- Band
- Student Council
- National Honor Society
- Future Farmers of America (FFA)
- UIL One Act
- Academic UIL
- Class Officer

FINDINGS

The Board of Trustees finds that:

- drug use by students attending district schools has increased
- drug use by minors has increased nationwide
- disciplinary referrals regarding drug use have increased
- drug use is apparent by students participating in extracurricular activities
- students participating in extracurricular activities are role models for other students and are admired by their peers
- students participating in extracurricular activities are seen as representatives and ambassadors of the school district
- the possibility of injury increases for students participating in extracurricular activities when illegal drugs are used
- public school students have decreased expectations of privacy

DRUG TESTING

As written in this policy, students engaged in extracurricular activities (grades 6-12) will undergo random drug testing. These activities include UIL events, district clubs, and organizations like the Student Council, including all elected or appointed student roles. **While students not typically subject to drug testing can opt to participate voluntarily with parental or guardian consent, it's important to note that consequences will not reset annually.**

FNF - Student Rights and Responsibilities: Investigations and Searches - Local Policy:

Random Drug-Testing Program

The District requires the random drug testing of any student in grades 6-12 who chooses to participate in school-sponsored extracurricular activities.

The Superintendent shall develop regulations for the implementation of the District's random student drug-testing program that address the following:

1. Covered activities and purpose of the program;
2. Written consent and confidentiality of results;
3. Testing procedures and collection process; and
4. Applicable consequences.

DRUG TESTING LABORATORY

Drug testing will be conducted by a nationally certified drug testing laboratory, contracted by the district specifically for this policy. The laboratory will supply trained collectors to supervise specimen collection. Additionally, a Medical Review Officer (MRO) from the laboratory will be responsible for interpreting and verifying test results. These results will be communicated exclusively to designated school officials. No oral or written results will be disclosed to individuals not authorized by the district to receive them.

The laboratory will adhere to rigorous protocols regarding the chain of custody and access to test results. Additionally, it must maintain a documented accuracy rate of 99.94% for all testing procedures.

The district retains the authority to test for a range of substances, which may include but are not restricted to amphetamines, barbiturates, benzodiazepines, cannabinoids, cocaine, methadone, methaqualone, nicotine, opiates, phencyclidine, steroids, as well as other illegal or addictive drugs, and any adulterants.

PROCEDURES

Before participating in any extracurricular activity governed by this policy, a student's parent or guardian must provide written consent authorizing drug testing. Students who have reached the age of majority (18 years old) will sign this consent themselves. The consent will remain on file until the student graduates from high school.

All students covered by this policy may be subject to drug testing before participating in designated activities. Random testing may occur at any time, as determined by the superintendent or principal. For random testing, the names of eligible students will be entered into a computer-generated pool. The testing service will then randomly select individuals from this pool. Between 10% and 50% of students involved in a specific extracurricular activity may be randomly tested at any given time.

If the principal, athletic director, or sponsor suspects that a student is using illegal drugs, the principal may require the student to undergo testing.

TESTING PROTOCOL

Drug testing will utilize urinalysis and/or mouth swab procedures, conducted in line with accepted practices established by the certified drug testing laboratory contracted by the district. During specimen collection and coding, student privacy will be safeguarded to the utmost extent feasible.

Students will provide urine samples in an unoccupied restroom, under the supervision of an adult monitor of the same gender. Male students will provide samples at a urinal, remaining fully clothed with their backs to the monitor. Female students will produce samples in enclosed stalls. Once the specimen is obtained, it will be handed directly to the monitor.

TESTING RESULTS

Results of any drug test will not be given to law enforcement authorities nor be used for any school district discipline, except as related to extracurricular activities. Access to written drug testing results will be limited to the following:

1. Parent or Guardian
2. Student
3. Principal
4. Athletic Director
6. Superintendent

Access to verbal notification that a student has tested positive for drug use will be provided to the following:

1. Superintendent
2. Athletic Director
3. Counselor/Chaplain
4. Coach/Sponsor for the specific activity in which the student participates in

Any data pertaining to drug testing or the identification of students involved in illegal drug use will be treated as confidential by the district, its employees, officers, and agents. Disclosure of such information will only occur if mandated by law, for overriding public health and safety reasons, or with authorization from the parent, guardian, or student.

Any unauthorized release of information by a district employee may lead to disciplinary measures, up to and including termination of employment.

POSITIVE RESULTS

Upon detection of a positive result in the drug test, the laboratory will promptly forward the findings to its Medical Review Officer (MRO). Subsequently, the MRO will inform the designated school official about the positive result. The school official will then reach out to the parent or guardian to ascertain if any prescription medications or legal substances might account for the positive outcome. This information will be relayed to the MRO, who will verify or dispute the test results. If the positive test is confirmed, the MRO will inform the designated school official, who will then notify the parent or guardian of the confirmed positive result.

FIRST OFFENSE

Following a confirmed positive drug test, a mandatory meeting or conference call must be held to review the incident. Participants will include the student, parent/guardian, principal, athletic director, activity sponsor, and school counselor or chaplain.

Extracurricular Suspension Guidelines:

- Student-Athletes will be suspended from:
 - One event in Football, Track, Golf, or Cross Country.
 - Two games in Basketball, Baseball, or Softball.
- Students involved in all other extracurricular programs will be suspended from one event immediately following the confirmed violation.
- Students participating in multiple programs or contests will serve suspensions across all activities concurrently.

Leadership Roles:

- Students serving in Student Council, National Honor Society, or as Class Officers will be placed on probation.
- While on probation, they may not attend meetings or vote until they complete the required drug awareness course.

Drug Awareness Requirement:

- The student must complete a 4-hour drug awareness course and submit documentation of completion to the principal within 6 school days, or prior to participating in their next extracurricular event following the suspension, whichever comes first.

The student will be tested at each random drug screening for the remainder of the current school year at HCISD.

SECOND OFFENSE

Illegal Drugs

Upon a confirmed positive drug test, a mandatory meeting or conference call must be held to address the violation. This meeting will include the student, parent/guardian, principal, athletic director, activity sponsor, and school counselor or chaplain.

Extracurricular Suspension Guidelines:

- Student-Athletes will be suspended as follows:
 - Two events for Football, Track, Golf, or Cross Country.
 - Four games for Basketball, Baseball, or Softball.
- Students involved in other extracurricular programs will be suspended from two events immediately following the confirmed violation.
- If a student is participating in multiple activities or programs simultaneously, the suspension will apply to all programs concurrently.

Leadership Roles:

- Students serving in Student Council, National Honor Society, or as Class Officers will be placed on probation.
- While on probation, the student may not attend meetings or participate in votes until the required drug education is completed.

Drug Awareness Requirement:

- The student must complete an 8-hour drug awareness course and submit proof of completion to the principal within 15 school days, or prior to participating in their next extracurricular event, whichever comes first.

The student will be tested at each random drug screening for the remainder of the current school year at HCISD.

All course costs are the responsibility of the parent/guardian.

THIRD OFFENSE

Illegal Drugs

A third confirmed illegal drug offense will result in immediate removal from all extracurricular activities at Hamlin Collegiate ISD for the remainder of the current school year.

Students serving in Student Council, National Honor Society, or as Class Officers will be suspended from their leadership positions for the remainder of the school year.

To be considered for future participation in any extracurricular activity, the student must:

- Complete a 12-hour drug awareness course and submit official proof of completion to the campus principal within 20 school days of the offense or prior to the start of the following school year, whichever occurs first.
- Undergo an external drug urine analysis conducted at a certified medical facility within three weeks of the start of the next school year.
 - The cost is the responsibility of the parent/guardian.
 - A negative test result must be submitted to the principal before the student may reenter any extracurricular activity.

Additionally:

- The student will be included in every subsequent random drug screening conducted by HCISD for the remainder of the current school year.

For details on athletic program reinstatement, refer to the Hamlin Collegiate High School Athletic Policy.

All course costs are the responsibility of the parent/guardian.

REENTRY AFTER THIRD FAILURE

Reentry After Third Offense

If a student is released from extracurricular activities due to a third confirmed illegal drug offense and is later allowed to reenter the following school year, they will be placed on a **zero-tolerance status**.

Any subsequent failed drug test will result in immediate and permanent removal from all extracurricular activities.

This decision will be final, and the student will not be eligible for reentry into any extracurricular program in future school years.

STUDENT MAY BE SUBJECT TO FURTHER REQUIREMENTS, AS DETERMINED BY THE PROGRAM SPONSORS.

NICOTINE FAILURE

Purpose of Nicotine Drug Screening

The purpose of conducting nicotine drug screenings is to support our students in making healthy choices and to help them avoid or overcome nicotine use. Our goal is not to punish, but to provide education, intervention, and resources that encourage long-term wellness and student success.

If a student tests positive for nicotine, the parent/guardian will be notified by phone or letter, and the student will also receive direct notification.

Nicotine Course Requirements Based on Type of Use

Students who test positive for nicotine will be required to complete a course based on the type of substance detected in their drug screen:

- Tobacco Use → Student will complete a Tobacco Awareness Course
- Vape Use → Student will complete a Vaping Awareness Course

Once a student begins a course sequence (Tobacco or Vaping), they must continue with that same course track for any future nicotine violations.

Course Options & Pricing:

Tobacco Course Options:

- 1st Failure - Level 1: 4 hours – \$25 (10 School Days)
- 2nd Failure - Level 2: 8 hours – \$45 (10 School Days)
- 3rd Failure - Level 3: 12 hours – \$65 (15 School Days) and a mandatory in-person parent meeting.
- 4th Failure - Level 4: 16 hours – \$85 (15 School Days), mandatory in-person parent meeting, and referral to TCHATT Counseling Services through Texas Tech University at no cost to the student or family.

Vaping Course Options:

- 1st Failure - Level 1: 2 hours – \$30 (10 School Days)
- 2nd Failure - Level 2: 3 hours – \$35 (10 School Days)
- 3rd Failure - Level 3: 4 hours – \$40 (15 School Days) and a mandatory in-person parent meeting.
- 4th Failure - Level 4: 6 hours – \$45 (15 School Days), mandatory in-person parent meeting, and referral to TCHATT Counseling Services through Texas Tech University at no cost to the student or family.

Students must submit proof of completion within the assigned number of school days per level to the campus principal. Failure to complete the assigned course may result in ISS, OSS, or community service at the discretion of the principal.

The student will be tested at each random drug screening for the remainder of the current school year at HCISD.

All course costs are the responsibility of the parent/guardian.

STUDENT MAY BE SUBJECT TO FURTHER REQUIREMENTS, AS DETERMINED BY THE PROGRAM SPONSORS.

REFUSAL

If a student refuses any test as required or authorized by this policy, the student will receive the same consequences as set out for a positive result for each refusal.

Each refusal counts as a failed drug test.

VOLUNTARY PARTICIPATION

Students who are not involved in designated activities but who voluntarily participate in drug testing with the consent of their parent or guardian will be subject to the same consequences for positive tests as set out herein except for suspension from extracurricular activities.

APPEALS

FNF (LOCAL)

Appeal

A student or parent may appeal a decision made under the random drug-testing program in accordance with FNG(LOCAL). The student shall be ineligible for participation in extracurricular activities while the appeal is pending.

FNG (LOCAL)

<https://pol.tasb.org/PolicyOnline/PolicyDetails?key=747&code=FNG#localTabContent>

COURSE OPTIONS

Tobacco Awareness Course Registration
[LINK](#)

VAPE Awareness Course Registration
[LINK](#)

Marijuana Awareness Course Registration
[LINK](#)

Drug & Alcohol Awareness Course Registration
[LINK](#)

HAMLIN COLLEGIATE ISD
STUDENT DRUG TESTING
AUTHORIZATION

Student Name: _____

Parent/Guardian Name: _____

Date: _____

I acknowledge that I have received a copy of the Hamlin Collegiate ISD student drug testing policy. I recognize and understand that my son/daughter could be asked to provide a urine or salvia sample for illegal drug or nicotine analysis. I consent to any such testing conducted as part of this policy.

Listed below are the prescription drugs and dosages my son/daughter take on a regular/permanent basis:

_____	_____
Drug Name	Dosage
_____	_____
Drug Name	Dosage
_____	_____
Drug Name	Dosage
_____	_____
Drug Name	Dosage

_____ My son/daughter does not take any prescription medication on a regular/permanent basis.

Student Signature _____ Date _____

Parent Signature _____ Date _____

****Note: This authorization will be valid during the student's attendance at Hamlin Collegiate ISD.****



Subject: Notification of Student's Failed Illegal Drug Test

Dear Parent/Guardian,

Your student, _____, has recently undergone an illegal drug test, which was administered on _____. Regrettably, the results indicate that the test was positive.

We understand that this may be concerning news, and we are committed to providing support and guidance to your student during this time.

This is your students _____ illegal drug offense.

The following consequences will apply:

A meeting to discuss this situation took place on _____

Staff Members Present:

Signatures:

Student Signature _____ Date _____

Parent Signature _____ Date _____



Subject: Notification of Student's Failed Nicotine Test

Dear Parent/Guardian,

Your student, _____, has recently undergone a nicotine drug test, which was administered on _____. Regrettably, the results indicate that the test was positive.

We understand that this may be concerning news, and we are committed to providing support and guidance to your student during this time.

This is your students _____ nicotine drug offense.

The following consequences will apply:

A meeting to discuss this situation with your student took place on _____

Parent was contacted by phone on _____

Staff Members Present:

Signatures:

Student Signature _____ Date _____

Parent Signature _____ Date _____