

Dear Parents/Guardians:

The Redlands Unified School District Board of Education is excited to offer a **free**, **confidential**, **and non-punitive** *Voluntary Drug Testing Program* to our middle school students. To date, we have approximately 1,000 high school students participating in the program. Feedback from parents, faculty, administrators and students has been overwhelmingly positive.

Prior to implementing the high school program last year, three main goals were set with regard to process and procedures:

- 1) The program would be strictly voluntary and the results of the tests would be completely confidential (i.e. no school site or District staff member would ever be notified of any drug screening results)
- 2) The actual testing would be as private as possible for students, and would be conducted in the most efficient manner to minimize students missing academic instructional time; and
- 3) Parents would be provided the opportunity to talk to their son or daughter about a subject that is not only sensitive and sometimes awkward, but could also prove to be a life saver.

RUSD is pleased to announce that the Voluntary Drug Testing Program has been extremely successful. We have received calls from parents and guardians thanking the District for being proactive in providing this resource. Additionally, since the District implemented the program, our high school student suspension and expulsion numbers have significantly decreased in the area of substance use and/or possession. Suspensions this past school year for drug offenses are down approximately 60%, and our expulsions for those offenses are down almost 37%.

Redlands Unified School District will now expand this program and offer the **free**, **confidential**, **and non-punitive** Voluntary Drug Testing Program to any middle school parent interested in providing their son/daughter with one more way to avoid using and/or experimenting with drugs. This program will be offered to seventh and eighth grade students at the beginning of the 2013-14 school year and then extend this offer to our sixth grade students at the start of the second semester.

Your son or daughter is encouraged participate in the program next school year. You will receive more program information and details on how to enroll your student(s) in the summer registration packet. Parents/Guardians can also enroll their student(s) directly by going to the ARCpoint website at www.testmystudent.com. Thank you.

Should you have any questions, please feel free to contact me at (909) 307-5300, ext. 20851.

Sincerely,

Jon Best, Director Student Services Department Redlands Unified School District





The Redlands Unified Board of Education is excited to be able to again offer the **Free**, **Confidential**, and **Voluntary Student Drug Testing Program** as an additional tool to help parents hold their kids accountable and ensure their students have not become involved with illegal drugs.

For parents, random testing program can work as a deterrent. If students know there is a chance they could be randomly selected for drug testing, there is less of a chance they will start using drugs. If they are already using drugs, this may give them an additional reason to quit or at least help alert parents to a potential problem.

For students, a random testing program gives them an excuse and a way out when they are offered illegal drugs by their peers. Students can tell their friends "I can't, my parents put me in the random drug testing program."

For families, the introduction of this free, <u>confidential</u>, **non-punitive** program can help open a positive conversation between students and parents regarding the use of illegal drugs, alcohol, and the misuse of prescription drugs.

All students and their parents/guardians are asked to complete the RUSD Voluntary Student Drug Testing Program Registration Form to either enroll their student in, or exclude their student from the confidential monthly random testing.

The registration form also has a section for parents/guardians to indicate their choice of a secure method to receive results. Parents are also asked to create a password to ensure **private** phone discussions. Information regarding test results will only be released to parents/guardians, never the school, the district or any other person.

Enrollment forms can be returned by the parent to the reception desk on campus and picked up by ARCpoint Drug Testing. ARCpoint will then enter the names of the students to be tested into a computer database.

Monthly random selections will be generated using a confidential random drug testing software program. Tests will be administered during the school day at a location each school site has designated for private urine specimen collection.

Negative test results will be delivered to the parent within 24 hours. Positive drug screens will be considered "non-negative" until the samples have been sent to an independent laboratory for confirmation. When complete, the final negative or positive result will be sent to the parent.

Parents/Guardians will have the opportunity to discuss positive drug test results with ARCpoint personnel. Referrals for counseling will be made available to parents/guardians. Discounted follow-up testing services will be made available to parents/guardians if they choose.

Medical Officer Review of positive results will also be available whereby a doctor will call the parent/guardian to confirm the student's prescribed medication did not cause the positive results. Redlands Unified will pay for this service, and there will be no cost to the parents/guardians.

Drug Trends

A study by the University of Michigan found that 54% of U.S. teens surveyed said they had tried an illicit drug by the time they finished high school, with 6% of seniors reporting daily marijuana use. The same study showed that those students who had used drugs were less likely to go to college and more likely to drop out.



Who? What? Where? When?

They know because they ask.



Student Drug Testing
Redlands Unified School District

Free, Confidential,

Random, Voluntary,

If we can help our kids get through their teenage years without trying drugs.....they are likely NEVER to use drugs as an adult.



She doesn't love being tough. She's tough because she loves





Lori Rhodes, Superintendent

Redlands Unified School District 20 W. Lugonia Ave. Redlands, CA 92374 (909) 307-5300



Bill Baumgartner
ARCPoint, Drug Testing
9300 Santa Anita Ave., Suite 104
Rancho Cucamonga, CA 91730
(909) 481-3355
www.testmystudent.com



Who, What, When Where and How?

Who: A randomly selected group of

students whose parents have enrolled them into the program.

What: 10-panel drug test

When: Random selection of students,

7 times during the school year

Where: All RUSD Secondary Campuses.

How: Program Details

- Participation in the voluntary random drugtesting program requires parental consent.
- Participating parents will submit a signed enrollment form authorizing their child's participation.
- Students in grades 6 thru 12 will be eligible for the program..
- Students will randomly be selected for testing by ARCpoint throughout the school year.
- Testing will be conducted at the Secondary Schools only during the 2013-14 school year.
- Testing will consist of a urinalysis.
- Test results will be forwarded directly to the parent. The school district will not receive this information. Results are strictly confidential and will be managed by an outside independent agency (ARCpoint).
- Testing is free of charge to parents. Tests will be randomly administered during the year at each high school. To ensure the randomness of the program, not all who enroll will be tested during the year. However, a student may be selected more than once.
- All records are destroyed after two years under ARCpoint's direct supervision.

Free, Non-Punitive, Random, Confidential, and Voluntary Student Drug Testing Program

Purpose: The Redlands Unified School District (RUSD) Board of Education, and School Superintendent are pleased to offer a **free**, **non-punitive**, **confidential**, **and voluntary** Student Drug Testing Program to create and encourage a drug-free environment in our schools by deterring the use of illegal substances.



Consent:

Parents must give written consent for their student to be placed in the pool of those who will be randomly selected for testing. Parents may also revoke consent, in writing, at any time.

Testing: ARCpoint Drug Testing will be used to generate a random sample of registered students to test seven times throughout the school year. A panel of 10 substances will be tested for, and students will not receive prior notice of the testing date or time.

- Amphetamines
- Barbituratres
- Benzodiazepines
- Cocaine
- Ecstasy
- Methadone
- Propozyphene
- Opiates
- Phencyclidine
- Marijuana



Confidential Results: Test results will be given to the parents only. The school will not be notified of any test results (negative results or positive). Only ARCpoint and the parent will know the results. No discipline at the school will take place as a result of these voluntary drug tests.

Positive Test Results: A positive test result will indicate that a drug has been ingested. ARCpoint will contact the parent and advise what drug was detected in the screening. At no point will the school or the school district be notified of the test results.



Counseling Resources: ARCpoint will provide parents with a list of resources and services available for drug counseling. This is part of the confidentiality, since the school will not know the results of any student's drug test.

Enrollment: Enrollment forms are available on the District website, at the District office and at your high school. Also, forms can be directly submitted to ARCpoint using their website at www.testmystudent.com.



Procedures/Protocols

- 1. Once students sign in, they must remain in the collection area until their test is completed.
- 2. At sign in, the students' identity will be verified using an official state, federal or school issued ID. Students that have an expired identification or have no identification can be identified by a designated staff member.
- 3. Before going into the restroom to provide a sample, students will be asked to empty the contents of their pockets to make sure they are not bringing anything into the restroom that could be used to contaminate, dilute or weaken the test. Baskets will be provided to hold these items until the test is completed.
- 4. Students wearing hats, jackets, sweatshirts or other bulky items will be asked to remove those items before going into the restroom.
- 5. Students will be given instructions on the amount of sample (urine) to be provided and the amount of time they have to give their sample. They will be told that any attempt to use a sink or flush a toilet will result in a parent contact.
- 6. Each sample will be examined to be certain it is consistent with human urine. A sample must have the proper temperature (90-100 degrees), color, appearance and smell. Samples determined to be inconsistent with human urine will result in the student receiving a failed test result.
- 7. Trying to cheat the test by attempting to substitute, contaminate, dilute or weaken a sample in any way will result in a parent contact.
- 8. Failure to cooperate with the testing process in any way such as refusing to follow instructions, failure to appear for testing, refusing to sign paperwork, disrupting the testing process, acting in a confrontational manner, or failure to remain in the collection area will result in a parent contact.
- 9. Diluted samples occur when the student drinks so much water before the test that their sample is too clear to accurately test. In these cases, the students will be given up to 1 hour to provide a valid sample. If they cannot complete the test, parents will be contacted.
- 10. Students that cannot urinate (shy bladder) or who fail to provide a sufficient amount of urine when directed, will be given a total of 1 hour to produce a sufficient sample and will be allowed to drink up to 40 oz of water. If a student still cannot produce a sample, parents will be contacted.
- 11. Test results will not be discussed with the student. Negative test results will be forwarded to the parent/guardian within 24 hours using the communication method chosen by the parent on the enrollment form (e-mail, phone, mail).
- 12. Samples that screen positive with the instant screening device will be sent to a certified lab for confirmation. Parents will be sent an informational result that states "requires further testing." At this time, the test should be considered "non-negative." Once the final results are received from the lab, (1-3 days) the parent/guardian will receive a final negative or positive result in detail.
- 13. The parent/guardian has the option to have positive test results undergo Medical Officer Review, whereby a doctor will call the parent/guardian to discuss any prescriptions their student may be taking that could have caused the positive result. The parent/guardian will be responsible for contacting ARCpoint Drug Testing to arrange for this service.



Redlands Unified School District 2016-2017 School Year

Voluntary Student Drug Testing Program Registration

I understand I can enroll my student at any time by resubmitting this form or going to www.testmystudent.com	I wou	ld like to enroll my student in	School's fr	ee, non-punitive, and
I understand that this service will be provided by the Redlands Unified School District at no charge. Additional information regarding this random testing program can be found within the summer registration pack and on the District website under What's New: "High School & Middle School Voluntary Drug Testing Program" at www.tusd.kl2.ca.us. You can also enroll your student directly on the ARCpoint website awww.testmystudent.com. If you have any questions about the testing process that are not answered on the District website, feel free to contact: ARCpoint Drug Testing 9300 Santa Anita Avenue, Suite 104 Rancho Cucamonga, CA 91730 909-481-3355 (Parent and student signatures below indicate that we have read and agree to the terms listed.) Thank you, I do not wish to enroll my student in School's free, non-punitive, and con fidential Voluntary Drug Testing Program at this time. I understand I can enroll my student at any time by resubmitting this form or going to www.testmystudent.com Student Name Student Signature Date Parent/Guardian Name Parent/Guardian Signature Date Method of Receiving Results: (Please Select Your Preferred Method of Test Result Delivery and Please Print Legibly) By Telephone Parent/Guardian Phone Number: Password: The password of the password something you can remer results over the phone. Make the password something you can remer results over the phone. Make the password something you can remer results over the phone. Make the password something you can remer results over the phone. Make the password something you can remer results over the phone. Make the password something you can remer results over the phone. Make the password something you can remer results over the phone. Make the password something you can remer results over the phone. Make the password something you can remer results over the phone. Make the password something you can remer results over the phone.				
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NOTICE STUDENT WILL RECEIVE AFTER TESTING

Thank you for participating in Redlands Unified School District's Confidential Random Drug Testing Program. You should receive your student's test results in 24 to 48 hours.

If the screening test we did on campus came out "non-negative", we packaged up your student's urine sample to send to a certified laboratory for confirmation testing.

You will get that final laboratory test result in 2-4 days. Until that time, your student's test result will not be considered negative or positive, but rather "non-negative".

In the mean time, your will receive an informational result that lists the words "Requires Further Testing".

If it turns out your student tested "non-negative" for a prescription medication and the laboratory confirms the result, you may get a call from a doctor to confirm any prescriptions your student may be taking. If it turns out one of your student's prescription medications could have caused a positive result, your will receive a final "negative" test result. Medical marijuana recommendations will not be considered valid.

For more information on how to read and interpret your final test results, please go to www.testmystudent.com for answers to frequently asked questions and informational videos. If you still have questions, please call ARCpoint Drug Testing at 909-481-3355.