

# **2022-2023 Activity Handbook**

**Wrangell High School  
Stikine Middle School**



***Home of the Wolves***

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## **SPORTS, CLUBS AND OTHER EXTRACURRICULAR ACTIVITIES**

The foundation of any good education is academics, the activities, lessons and skills taught in classrooms. However, Wrangell Public School District also believes that sports and other extracurricular activities can be of tremendous benefit to students, and we encourage all Wrangell students to participate in these after school activities.

Most years, Wrangell High School offers the following sports, organizations and activities.

### **WHS Extra-Curricular Activities**

<i>Activities currently offered:</i>	<i>Start Date</i>	<i>First Event</i>	<i>End Date (State)</i>
A Cross Country	July 27	Aug 20	Oct 8 Anchorage
B Volleyball	Sept 7	Oct 14-15	Dec 1-3 Palmer
C Wrestling	Sept 28	Oct 14-15	Dec 16-17 Anch
D Basketball	TBA		
E Drama/Debate	TBA		
F Music	TBA		
G Pep Band	TBA	TBA	TBA
H Student Government	TBA		
I Cheerleading	Nov 28	Jan 4	Ma 14
J Close-Up	TBA	TBA	TBA
K Baseball/Softball	TBA	TBA	TBA
L Art Festival	TBA		
M Swimming	Aug 3	Sept 2-3	Nov 4-5 Anch
N Tri M			
O National Honor Society			

### **Stikine Middle School offers:**

Basketball	Volleyball
Wrestling	Student Government

### **Initial Joining Of High School Teams:**

A student must join a team/organization within 10 days from the first day of ASAA start date. Exceptions are overlapping sports, medical reasons, or sports starting before the first day of school with the coach's and activities director's consent. Students in these exceptional circumstances must contact their coach/advisor and make special arrangements within a week after their exception and get consent. Students in overlapping sports must declare their intention to join another sport within one week of the initial sport ending.

### **Student participation number requirements**

Wrangell Public Schools requires a minimum number of students to participate in the following extra curricular and co-curricular activities in order to fund the activity for the school year. If the minimum participation rate is not met, the school district will still sanction the activity; however, funding will not be provided for travel or coach / advisor stipends. If at any time during the season the number of participants falls below the required amount, the season is done and will not be further funded by the school. The coach may still volunteer to keep coaching however, they will not be compensated and travel will not be provided.

Art Festival	6 Students
Band & Choir	6 Students
Baseball	12 Students
Basketball	8 Students
Cheerleading	6 Students
Close- Up	6 Students
Cross Country	6 Students
Drama, Debate, & Forensics	6 Students
Softball	12 Students
Volleyball	9 Students
Wrestling	6 Students
Swimming	6 Students

For some activities there are also a few specific added requirements.\*DDF and Swimming - All participants must participate in and compete in more than one event if they are to be funded by the district.

## **Team Roster Size Limits For Region and State Travel:**

<b>Activity</b>	<b>Competitions</b>	<b>Regionals</b>	<b>State</b>
Baseball	12	12	12
Boys Basketball	12	12	12
Girls Basketball	12	12	12
BPA	N/A	N/A	12
Cheering	12	12	12
Cross Country	12	14	12
DDF	12	N/A	12
FCCLA	N/A	N/A	12
Volleyball	12	12	12
Wrestling	12	14	14
Music/Pep Band	N/A	24	N/A
Swimming	12	12	12

Due to budgetary constraints, the district will pay for only 12 students to travel to a total of 5 scheduled competitions, including regionals. State is an independent event sponsored by the Booster Club. Teams may choose to attend a maximum of two non-scheduled tournaments/competitions. Due to economic conditions in the town, it is recommended that students fundraise for one non-scheduled tournament. The team would be responsible for the entire cost of the event, including housing, transportation, coach/chaperone meal per diem, substitute cost, vehicle rental, etc.)

### **Season travel that is not Regions or State**

If a team that has Varsity and JV are traveling and the hosting team only has a Varsity team, the number of players traveling and being paid for by district funds will be reduced.

### **Booster Club Guidelines**

In order for Booster Club funds to be used on sports / activities, the team or group must meet the state qualifying requirements. Booster Club accounts must be maintained and have \$350 in a student's account for each activity that has a state competition. All Booster Club funds must be in a student's account on the Monday before state travel. Funds can be earned by selling tickets or by cash deposit.

## **State Competitions**

WHS Booster Club (according to District Policy) will pay for only 1st and 2nd place regional winners in volleyball/basketball: 1st, 2nd, and 3rd place regional team places, and top fifteen cross country regional finishers: and top three finishers in each wrestling weight class at regionals.

\*\* For students who are members of the team, but are not included in the initial number, additional costs incurred due to added students who travel with the team will need to be covered by the student(s) (i.e. additional charter plane, hotel room, late changes for reservations on Alaska Air, etc.).

## **Eligibility**

Participants must maintain the academic and behavioral standards expected of Wrangell students. To gain and maintain eligibility for sports and extracurricular activities, students must:

- 1) Adhere to all ASAA regulations and state and city/borough laws.
- 2) In order to travel or participate in any event, game or tournament, a student must maintain a "C" average (2.0 GPA) and can have no grades below a "C-" in any class. At the coach's discretion, students may participate in practices with less than a "C" average (2.0 GPA).
- 3) All second-semester freshmen, sophomores and juniors, as well as seniors who are not on track to graduate, must have passed at least 2.5 units of credit, or the equivalent, toward graduation, during the previous semester
- 4) Be enrolled in five eligible (according to ASAA policies) classes.
- 5) Agree to Wrangell Public School District's random drug testing policy.
- 6) Have no involvement with tobacco substances during the school year. Students caught using or in possession of tobacco will not be eligible for fifteen (15) calendar days of regular season. If the infraction occurs during the last fifteen (15) days of a season, the remaining days of ineligibility will be assigned during the student's next activity season.
- 7) Have no involvement with alcohol, marijuana, or other illegal substances during the school year.

Students caught using alcohol, marijuana, or other illegal substances will not be eligible for twenty (20) calendar days of regular season. If the infraction occurs during the last twenty (20) days of a season, the remaining days of ineligibility will be assigned during the student's next activity season. Students may also be required to complete a district approved assessment/intervention plan and agree to submit to periodic drug testing.

For a second offense in a high school career, the period of ineligibility will increase to ninety (90) days. If less than ninety (90) school days are left in the school year

at the time of the student's infraction, the period of ineligibility and the requirement to complete a district-approved drug assessment/intervention plan will carry over into the following year.

For a third offense in a high school career, ineligibility will last for twelve (12) calendar months.

- 8) Students are also expected to disassociate themselves from situations where alcohol or drugs are being used illegally. Students who attend parties or other gatherings where alcohol or drugs are being used illegally shall be excluded from participation in all extracurricular activities for a period of twenty (20) school days following the incident.
- 9) Students who engage in sexual or violent assault of another person will be ineligible for all extracurricular activities.
- 10) Students must comply with the guidelines of the coach/advisor regarding curfew, travel times, practices, etc. Students who do not conduct themselves appropriately during school trips will be returned home at parent's expense and will be ineligible for future travel for a period of time appropriate to the offense.
- 11) Students must have no serious classroom discipline infractions during the season of the sport or activity. Students will be ineligible for at least one school week (5 days) for any infraction that results in a suspension.
- 12) Students must maintain academic integrity in all of their classes; i.e., no plagiarism or cheating of any kind. For the first infraction of the year, students involved in extracurricular activities will be ineligible for the next game, tournament or event. For the second offense of the year in any class or combination of classes, students involved with extracurricular activities will be ineligible for the rest of the season.
- 13) Students must not miss more than ten (10) days of school for any class in a semester. Days missed because of school travel do not count towards the 10 days.
- 14) Students may not practice or participate in any after school activity on the same day they missed school because of illness.

### **Eligibility will be checked weekly.**

- 1) In weeks without competitions or events, students will submit their grades to their coaches or the Athletic Director for review. At the coach's discretion, students who fall below a C- in any class may still practice, but will be encouraged to raise their grade to the 70% minimum.
- 2) In weeks with competitions or events, the Building Leader or his/her designee will check eligibility. Any student falling below a "C-" in any class will not be eligible to participate in that week's competition or event including those held at "home."
- 3) Infractions of behavior expectations can result in ineligibility ranging from a single event or competition to the entire season depending upon the severity of the behavior.

High school students in extracurricular activities are also expected to complete community service hours: Application of this objective is being evaluated for 2022-23.

- 1st activity = 8 hours;
- 2nd activity = 6 hours;
- 3rd activity = 4 hours.

**General Sports Requirements**

- 1) All students must have a current physical on file.
- 2) All students must have 10 days of practice before competition.
- 3) If a student is currently eligible and participating in another sport at the time of a second season start, the 10-practice rule is reduced to 5 practices to establish eligibility.
- 4) PlanethS accounts must be updated within 10 days of the start of first activity.

**Extracurricular Music Events**

All participants in SE Honors, All-State, Music Fest, and State Solo/Ensemble must meet the activity travel eligibility including academic eligibility and the code of conduct expectations. Students participating in a state activity (All-State or State Solo/Ensemble) must also meet booster travel criteria. Pep Band students must sign up for the activity and participate in after school rehearsals. Students involved in Basketball, who are not on the traveling team, can still play in Pep Band with director's approval, providing they declare themselves as members of the Pep Band within the first two weeks of the season. Failure to meet any of these requirements, on time, will result in the inability to participate in practice or competition until resolved. Annual concerts for the music department are an extension of the classroom and not considered extracurricular music events.

<b>2022-2023 Student Fees</b>	
<b>Wrangell High School</b>	
<b>Technology Fee Individual</b>	<b>\$80</b>
<b>Technology Fee Family</b>	<b>\$125</b>
<b>Yearbook</b>	<b>\$50</b>
<b>Activity Fees</b>	
<b>1st activity</b>	<b>\$150</b>
<b>2nd activity</b>	<b>\$100</b>
<b>3rd activity</b>	<b>\$75</b>

Pep Band/Cheer Fee	\$25
State Sports Fee	\$350
<b>Stikine Middle School</b>	
Technology Fee Individual	\$80
Technology Fee Family	\$125
Activity Card (must have this in order to participate in a sport)	\$25
Yearbook	\$50

### Activity Eligibility Rules

The following rules shall govern eligibility for participating in student extra-curricular activities sponsored by Wrangell High School:

1. All participating students must:
  - Not become 19 years of age before August 1st of that school year to be eligible for interscholastic competition.
  - Meet the eligibility requirements of the Alaska School Activities Association (ASAA) in effect at the time of the activity in question.
2. Be a full time student (5 credit minimum) in either the regular or alternative instructional program.
3. *Be in compliance with a Coach/Advisor's written organization or training rules.*
4. Adhere to the uniform code of conduct during school hours, while on school property, traveling, and during all school-sponsored activities.
5. Obey all local, state, and federal laws.
6. ***Be in school attendance one half-day in order to practice, or otherwise participate in an activity that same day, and be in attendance the full school day on any day in which inter-district competition or performance occurs.***
7. ***Students caught skipping or leaving campus without permission (students must sign out in the office) will not be allowed to attend practices or performances.*** Students must obtain permission **before** leaving school, **not** after the fact.
8. If a student is suspended, either in school or out of school, they may **not** participate in competitions or practices during the suspension period.



9. Extra-curricular events at the beginning of each year will use the last quarter grades of the previous year to determine eligibility.

10. ***Traveling students must be in all classes on the day of travel, up until departure, to be eligible for participation.*** If students are leaving during the day before school starts, or in the early morning of the day of competition, then they must attend every class on the school day before travel. The only exception would be with a physician's/nurse's note, or to attend a funeral.

11. ***Students who fail to meet these requirements will be ineligible to travel and to participate in any event, away or at home, during the period of ineligibility.***

12. Students who are ineligible for academic reasons may not dress down for competitions, or participate in team activities. Academically ineligible students may not wear any part of the uniform at competitions, but may sit on the bench in street clothes if the coach permits it. This includes both home and away events.

### **Drugs, Alcohol, and Tobacco Products**

- Students are prohibited from possessing, using, selling, distributing, bartering, or transporting any alcohol or controlled substances as defined by Alaska law, while under school authority.
- Students are prohibited from smoking and using tobacco products under school authority. This includes, but not limited to, cigarettes, cigars, e-cigarettes, pipe tobacco, and chewing tobacco. Tobacco is prohibited on school property at all times.
- Violation of this policy will be ground for suspension and/or expulsion, depending on the severity of the infraction. Re-admittance will require a conference with the student's parents.
- Students that are involved in a substance abuse infraction may be required to attend alcohol and/or substance abuse training/counseling as a condition of their re-admittance and continuing attendance in the activity.
- Students may volunteer, and complete, a Tobacco Cessation Program in place of the 1st tobacco offense.
- State and Local extra-curricular activities eligibility rules may apply further conditions related to the use of alcohol, tobacco products, and other controlled substances.
- All students must have watched the ASAA Tobacco, Alcohol, and Drug video, and have the signed agreement on file with the school to be eligible for competition.

### **Study & Homework Time**

Coaches/advisors/chaperones will make every effort to schedule dedicated study time for the students while traveling. Ferry rides work particularly well for this activity. Chaperones will ensure that all students have their assignments, as well as any needed books and materials, before departure. Chaperones will ensure that the students have necessary study materials with them when they arrive at the study site, and that they are on task throughout the assigned study period. While in other communities, the coach/advisor/chaperone will arrange for study times with the other school personnel, preferably in a quiet area like a library. A minimum of 1.5 hours of study time per missing school day is appropriate for a study time. **Students are responsible for having completed all missed work upon return to school.**

### **Returning To School Following A Trip**

Students should return to school approximately one hour after their return to Wrangell. They should plan on arriving at the next closest time for a class change within an hour. The following will be expected of the student for returning to class:

Return Time To Village	Return To School
Before 1:00 PM of a school day	Within one hour of arrival to town
After 1:00 PM to Midnight of a school day	At the beginning of the next day
Midnight to 2:00 AM	By the beginning of 2nd period
After 2:00 AM	By the beginning of 3rd Period

***Students who do not return to school within this time frame, or do not report to school following travel will not be eligible to participate in the next traveling event.*** The loss of travel privileges will be for the same activity. If it is the end of the activity, the loss of travel privileges will then carry over to the next activity that the student participates in.

### **Uniform Code of School Conduct**

1. All school rules apply while students are participating in extracurricular activities.
2. The rules set out below apply throughout the school year to all students who participate, or who seek to participate in extracurricular activities.
3. Students may be excluded from participation in activities for violation of these rules regardless of when or where the prohibited behavior occurs.

4. ***Students shall not engage in actions that are threatening or harassing toward any person, including hazing, or initiating activities that threaten, abuse, intimidate, humiliate, endanger, or otherwise harass other students. To do so will result in immediate disciplinary action ranging from suspension from the next competition to exclusion from the activity for the remainder of the season. If a student is observed engaging in such actions, the person feeling threatened or harassed should immediately report the incident to either the Coach/Advisor or the AD. If the student feels that the issue is still not resolved, then they may appeal to the Principal. If they are still not satisfied, they may appeal in writing to the Superintendent. If they are still not satisfied, they may appeal to the school board in writing.***
5. Students who engage in the illegal use of drugs or alcohol, regardless of whether that use and/or possession results in the student's prosecution for a crime, will be excluded from participation in 50% of the competitions (tournaments count as one competition) from the activity that they are participating in. The student must also successfully complete a district approved drug assessment/intervention plan. In addition, students will be excluded from participating in any additional extracurricular activities for a minimum of 20 school days. For a second offense in a high school career, the period of exclusion shall be increased to 90 school days. If less than 90 days are left in the school year from the time of infraction, the time shall carry on to the following school year. The third infraction shall increase to a period of exclusion of 12 calendar months.
6. Students are expected to disassociate themselves from situations where alcohol or drugs are being used illegally. Students who attend parties/gatherings where alcohol or drugs are being used illegally shall be excluded from extra-curricular activity for a period of 20 school days following the infraction.
7. Students must follow the Drug, Alcohol, and Tobacco Products policy. For any violation, the student shall be excluded from participation in activities for a period of 15 school days.
8. Students who violate non-drug laws may also be excluded from activities. Students who are convicted of misdemeanor or felony crimes shall be excluded from participation in all extra-curricular activities, and may be removed from any team of which the student is a member either permanently or for a period of time appropriate for the offense, but not less than 30 school days.
9. If an activity begins, and the initial two weeks for joining that activity passes within the period of a student's exclusion from activities pursuant to these provisions, the student will be permitted to join new activities, but they must

attend all practices even if they are not allowed to compete. Students must complete ten practice or competitions during the summer, or during spring break, then a day of practice or competition is considered the equivalent of a school day for purposes of calculation of periods of exclusion.

10. Students who are excluded from activities in accordance with the provisions above may appeal the exclusion to the superintendent, and ultimately the school board through the appeals process for student complaints set out in BP-5150.
11. Students who engage in the sexual or violent assault of another person, or who are a party of such an assault, or engage in other violent behavior toward any person, regardless of whether the assault or other behavior results in a criminal charge or conviction, shall be excluded from participation all activities up to, and including, removal from the activity depending on the evidence and school investigation outcome.

12. The following rules of conduct apply to traveling students:

- \* Student's will abide by the town's curfew rules unless the coach/advisor establishes a different curfew: in that case, the coach's rule takes precedence.

- \* ***Students will maintain a high standard of personal appearance and dress according to Wrangell HS/Wrangell Public Schools Dress Code.***

- \* Any act of violence, vandalism, theft, or other serious misconduct will result in a student's return home (**at parent's expense**), the student's exclusion from that activity, and his/her exclusion from future travel for a period of time appropriate to the offense.

- \* ***Students will effectively use all mandatory study times established by the coach/advisor/chaperone for each trip. Coaches/advisors/chaperones will conduct structured study times during away trips in which students miss school days.***

- \* Students will at all times conduct themselves in a manner that will make their school, family, and themselves proud.

- \* ***Any inappropriate show of affection will not be allowed (i.e. excessive kissing, hugging, inappropriate sexual gestures, inappropriate touching, etc.). While on the ferry or while group housing, male and females will sleep in different sections.***

***13. Any violation will result in the suspension of travel privileges, or exclusion from the team/activity (to be determined by the coach and/or principal depending on the circumstances).***

## **Hazing**

***Students will not participate in hazing, or initiation activities, that threaten, cause injury or abuse, intimidate, humiliate, endanger, or otherwise harass other students. To do so will result in immediate disciplinary action, ranging from suspension from the next competition to suspension for the remainder of the season. ZERO TOLERANCE OF THIS IS THE EXPECTATION!***

### **Public Affection**

Students will at all times conduct themselves in a manner that will make their school and themselves proud. ***Any inappropriate show of affection will not be allowed (example: excessive kissing, hugging, inappropriate sexual gestures, inappropriate touching, etc).***

### **Extra Curricular Disciplinary Guide**

**Discipline as Process** - Participation in extracurricular activities is a privilege, ***not a right***. Students who participate in extracurricular activities are representatives of this school district and are expected to conduct themselves accordingly. It is impractical to attempt to list all possible violations of the district's Uniform Code of Student Conduct. Further, the seriousness of a given offense may vary, as can the circumstances involved. This guide then establishes a process for dealing with infractions rather than delineates a set of linked violations and consequences. The guidelines below apply only to discipline that relates to participation in extracurricular activities. Students who violate school rules may also be subject to discipline pursuant to BP-5144.1.

**Discipline Levels** - Decisions about discipline should be made, when possible, at the coach/advisor and student/parent level. These are the parties with the greatest knowledge of the violation of the code of conduct and individual circumstances involved. A coach may elect to consult with the school principal or other administrative designee regarding disciplinary decisions. Failure of a coach/advisor to maintain uniform code of conduct will be grounds for his/her removal from the coaching position for the remainder of the season and/or subsequent seasons.

If a student who violates the Code of Student Conduct, and is involved in more than one activity, the coach/advisor initiating the disciplinary action will consult with the student's other coach(s)/advisor(s), and a mutual decision shall be reached regarding student participation in each activity.

**Appeals Process** - Any disciplinary decision that results in the suspension of a participant for more than three competition weeks, community service of great than ten

hours, or the loss of an athletic award, can be appealed through the normal district process for student complaints set out in BP-5150. However, any sanctions applied will be in effect during such an appeal. For any disciplinary decisions with consequences less than noted previously, the highest appeals authority shall be the superintendent.

**Effective Dates** - The district's Code of Student Conduct will be in effect for all students beginning with the first day of school in a given school year, and ending on the last day of the school year. The Code of Student Conduct will also apply to any individual participating in any extra-curricular activity whether or not such activity falls within the first and last day of the school year.

### **Suspensions**

- For purposes of suspensions from competition, a competition week is defined as a seven-day week that begins on Monday, ends on Sunday, and includes a scheduled competitive event in the activity in question.
- If a suspension is for a period of time that exceeds the number of days or weeks left in the school year, the suspension will be carried forward to the next school year.
- During a period of temporary suspension that extends only to competition, a student must participate in practice, and must continue to meet all other eligibility requirements to remain a member of the team.

### **Transportation Of Students**

Travel by students, whether traveling for activities or for curriculum activities, should be either by Alaska Airlines and its partners or by the Alaska Marine Highway System ferries or Inter-Island ferries whenever possible.

If short field trips or activity travel warrants the use of a smaller boat, the following criteria needs to be met before travel can take place:

- The captain of the boat, the school district administration and coaches can make the decision to cancel the trip;
- Maximum weather conditions - no more than three (3) foot seas and winds of no more than 25 miles per hour;
- Cancellation of trip if temperature goes below 20 degrees;
- Temperature, tide change, and wind velocity will be taken into consideration;
- Captain will be at least 21 years and have experience transporting passengers and preferably be USCG approved;
- Captain will give a safety briefing before the trip starts - including a demonstration of putting on life vests.

For road travel on field trips and activities, the following criteria needs to be met before traveling:

- With groups of students of 15 or more, a certificated bus will be required for transporting students;
- With groups of less than 14, a 15 passenger van may be used to transport students;
- If possible, a certificated bus driver will be hired to transport students.

Traveling students must be in all classes on the day of travel, up until departure, to be eligible for participation. If students are leaving during the day before school starts, or are leaving early enough that they are not required to come to school (midnight - 9:30 am) then they must be in all classes the entire day before travel. The only exceptions would be with a physician's/nurse's note or to attend a funeral.

Traveling students must also attend all classes on the day after travel according to the schedule indicated in the next section, unless they have a note from a doctor or health center nurse. Advisors and coaches have the authority to tell a student they may stay home the following day if the student has gotten sick on the trip. Students who do not return within the time frames given will not be eligible for the next traveling event.

Students should return to school within one hour after their return to Wrangell. They should plan on arriving at the next closest time for a class change within that hour. If the students arrive after 1 pm, they will not be required to return to school. If students return to town later than midnight, they must be at school by the beginning of the 2nd hour.

On trips, students must utilize school arranged housing and transportation options unless alternative arrangements have been authorized by the school administrator or designee prior to the trip. Students wishing to house or visit family or friends while on a school trip must have written permission on file with the school prior to leaving on the trip. Without prior arrangements, students may not be passengers in vehicles operated by drivers who have not been authorized by the school administrator or designee. This includes personal and family vehicles.

### **Athletic Uniforms**

***Student uniforms are to be returned to the coach at the end of the season. If any items are lost, or not returned in good condition, there will be a fee based on the original value. This should be paid before any other uniform can be issued to the student.***

## **STUDENT EXTRA-CURRICULAR ACTIVITIES RANDOM DRUG TESTING**

Random drug testing will be required during the extra-curricular activity season for students who participate in the following high school level activities: Baseball, Boys/Girls Basketball, Cross Country, Softball, Volleyball, Wrestling, Cheerleading, Pep Band, All-state Band & Choir, Music Honor Festival, Drama/Debate/Forensics, FCCLA, BPA, Close-Up, Art Festival and World Language Festival.

Prior to the beginning of each activity season, each student and, if the student is a minor (under the age of eighteen), his or her parents will be required to complete and sign the District Informed Consent Agreement. The agreement will state that the student, and his or her parent, if applicable, understands that by participation in the extra-curricular activity he/she agrees to subject himself/herself to the district's random drug testing policy. No student will be allowed to participate in practice or competition until this form is completed, signed and on file with the district.

### Testing Procedure

Random testing will be conducted weekly during the season for each extra-curricular activity. Approximately 10% of the students participating in covered extra-curricular activities will be tested each week. Students shall be selected for testing by an outside agency that will select names from a pool of all students participating in covered extra-curricular activities at the time of the drawing. The outside agency shall take all reasonable steps to assure the integrity, confidentiality and random nature of the selection process including, but not necessarily limited to, assuring that the names of all students currently participating in covered extra-curricular activities are included in the pool, assuring that the person drawing names has no way of knowingly choosing or failing to choose particular students for testing, assuring that the identity of students drawn for testing is not known to those involved in the selection process and assuring direct observation of the selection process by at least two adults.

Testing will be performed for the following drugs: marijuana (THC), cocaine, amphetamines, methamphetamines, PCP, and opiates. Students shall not be tested for the presence of any substance other than an illegal drug, nor shall they be tested for the existence of any physical condition other than drug intoxication and/or the presence of illegal drugs in their systems.

The district shall designate a certain area in the high school building as the collection site. Initial screening tests will be conducted by personnel provided by the outside testing agency. Those personnel or "test administrators" shall be trained in appropriate procedures for administering the test, recognizing adulteration of samples and evaluating test results.



AR-IV-028 (b)

### **STUDENT EXTRA-CURRICULAR ACTIVITIES RANDOM DRUG TESTING**

Students to be tested shall present verification of their identities to the test administrator, if they are not personally known to the test administrator. They shall be asked to remove any jackets or coats and to wash and dry their hands prior to collection of the specimen. Students must leave their purses or packs outside the collection site, but may remove and retain their wallets. These procedures must be completed in the presence of the test administrator.

A student shall be given a choice of at least two sealed drug-testing kits. The student's selected kit shall be opened in full view of the student. The student shall then be directed to a private area for production of a urine specimen. After testing, the student must present the specimen to the test administrator prior to washing his/her hands or flushing the toilet. The specimen shall remain in the student's visual field while the test administrator conducts the following procedures. The test administrator shall measure the specimen and record its temperature. The test administrator shall then divide the specimen in half and shall conduct initial screening using one of the halves. If that screening yields a negative result, the entire specimen will be discarded. If the screening yields an inconclusive or presumptively positive result, the remaining half of the specimen shall be sealed for transmission to a testing laboratory for confirmatory testing, except as provided below when a student accepts the initial test results. The student shall be requested to initial and date a form identifying the specimen.

The testing laboratory shall conduct confirmatory testing using gas chromatography/mass spectrometry (GC/MS) techniques. Tests shall not be considered positive unless the substance to be tested is present at a level equal to or greater than the cutoff level established by the United States Department of Health and Human Services for that substance. All positive GC/MS test results shall be reviewed by a licensed physician or osteopath. The physician or osteopath shall contact the student and a parent, if the student is a minor, within 72 hours of receiving a confirmatory positive test/result from the laboratory and offer an opportunity to discuss the test results. Students may be requested to provide verification of prescriptions or other relevant medical information. Test results that the physician or osteopath concludes are caused by medicine prescribed for the student or by the legal ingestion of any substance shall be reported as negative.

All testing will be scheduled by the administration. A parent of any minor student tested will be notified of the testing within 24 hours following the initial screening. A student and a parent, if the student is a minor shall be notified of the results of initial screening and confirmatory testing as soon as possible after those results are available to the district.

WRANGELL PUBLIC SCHOOLS POLICY MANUAL

AR-IV-028 (c)

### **STUDENT EXTRA-CURRICULAR ACTIVITIES RANDOM DRUG TESTING**

If an initial screening is positive, the student may accept or challenge the test results. Students have the right to consult a parent or legal guardian before discussing the results. If the student accepts the results, then the

consequences stipulated by the district's random drug-testing policy will be enforced. If the student challenges results, then the second sample will be sent to a qualified lab provided by the contractor. The student will be allowed to participate in district-sanctioned extra-curricular activities until results are returned to the school from the lab. If the results confirm the initial positive test, the student's parents and/or student will be responsible for paying the lab fee, unless excused due to financial inability to pay. If the result comes back negative, the student will be allowed to continue participating in district-sanctioned extra-curricular activities and the school will pay the lab fee.

The district shall provide an opportunity for the student and a parent, if the student is a minor, to comment on or explain a positive test result to the principal in a confidential setting prior to taking any action to exclude the student from participation in an extra-curricular activity. A student shall have the right to appeal an exclusion based on random drug testing results in accordance with the procedures established for other exclusions from extra-curricular activities in AR-IV-012.

Students and the parents of minor or dependent students have the right to review any records the district maintains related to the student's testing. Written test results will be maintained for at least six months following testing. Students and the parents of minor or dependent students shall have the right to obtain the written results of the student's tests if they make a written request to the principal for those results within six months after the date of the test. The principal shall provide those results to the student or parent within five working days of receiving a timely written request for test results.

#### Refusal to be Tested

Should a student refuse to be tested under this regulation, the student will be considered ineligible to participate in the activity for which the test was required.

## WRANGELL PUBLIC SCHOOLS POLICY MANUAL

### AR-IV-028 (d)

#### **STUDENT EXTRA-CURRICULAR ACTIVITIES RANDOM DRUG TESTING**

##### Second Positive Test Result

In response to a student's second positive test result during his or her high school career, the student shall be excluded from participation in all district-sanctioned extra-curricular activities that the student is participating in at the time of the testing for the rest of the season. In addition, the student shall be excluded from participation in any new district-sanctioned extra-curricular activities for a period of 90 school days and must successfully

complete a district-approved drug assessment/intervention plan in order to participate in any district-sanctioned extra-curricular activity for the remainder of the school year. If less than 90 school days are left in a school year at the time of a student's positive test, the period of exclusion and the requirement that the student successfully complete a district-approved drug assessment/intervention plan before participating in any district-sanctioned extra-curricular activities shall carry over into the following school year. A student who has tested positive must submit to periodic drug testing in order to participate in any district-sanctioned extra-curricular activity for the remainder of the school year following the period of exclusion.

### **Third and Subsequent Positive Test Results**

In response to a student's third positive test result, or any positive test result thereafter, during a student's high school career, the student shall be excluded from participation in all district-sanctioned extra-curricular activities for a period of 12 calendar months. The student must demonstrate successful completion of a district-approved drug assessment/intervention plan in order to participate in any district-sanctioned extra-curricular activity following the period of exclusion. A student who has tested positive for a third time, or any additional time thereafter, must submit to periodic drug testing in order to participate in any district-sanctioned extra-curricular activity for the remainder of the student's high school career.

### **PERIODS OF EXCLUSION – GENERAL**

Periods of exclusion shall commence immediately following the exhaustion of the student's opportunity to explain positive test results to the principal, unless the principal determines that good cause exists to delay, modify or revoke the exclusion requirement. Periods of exclusion imposed pursuant to these regulations are governed by the general provisions contained in AR- IV-012, the District's Extracurricular Disciplinary Guide.

## **WRANGELL PUBLIC SCHOOLS POLICY MANUAL**

### **AR-IV-028 (e)**

### **STUDENT EXTRA-CURRICULAR ACTIVITIES RANDOM DRUG TESTING**

#### **RESTRICTIONS ON DISCLOSURE AND USE OF DRUG TEST RESULTS**

The results of a drug test will be considered medical records and held confidential to the extent permitted by law. The District will limit disclosure of information acquired in a drug test, including the positive and negative results, to the following individuals unless the student consents in writing to other disclosures: (1) the student; (2) the student's parents; (3) the student's principal and other school officials with a need to know; (4) the test administrator and laboratory personnel; (5) medical review personnel; (6) a counselor or other rehabilitation personnel if the student seeks or is required to use such service. The results of random testing will not be disclosed to criminal or juvenile authorities absent a legal requirement to do so.

Except as provided above, students shall not be excluded from participation in activities, penalized academically or otherwise disciplined in response to a positive result from a random drug test. This regulation does not govern the consequences to be applied to students who test positive in response to drug tests based on

reasonable suspicion that the student has engaged in conduct prohibited by BP-IV-023.

When a student tests positive in response to a drug test administered as part of a series of required periodic drug tests and the positive test result is attributable solely to the fact that a drug the student had ingested prior to commencement of the series of tests has not yet cleared the student's system, the positive test shall not be treated as a second or subsequent positive test for purposes of imposing additional consequences on the student pursuant to this regulation.

Definitions

Drug – For purposes of BP-IV-028 and this regulation, a drug is defined as a substance considered unlawful under AS 11.71 or the metabolite of the substance. This definition is different from the definition of drug used in BP-IV-023 and its accompanying regulation, in recognition of the differing circumstances and interests addressed by the two policies.

Parent – For purposes of BP-IV-028 and this regulation, parent is defined to include a student's natural parent, guardian, or an individual acting as a parent in the absence of a parent or guardian.

Adopted in Consultation with Legal Counsel: July 12, 2005 Revised in Consultation with Legal Counsel: June 26, 2006

WRANGELL PUBLIC SCHOOLS POLICY MANUAL

EXHIBIT-5131.61

**WRANGELL PUBLIC SCHOOLS**

**STUDENT EXTRA-CURRICULAR ACTIVITIES RANDOM DRUG TESTING**

Informed Consent Agreement

I have read the attached Board Policy and Administrative Regulation on random drug testing for students participating in extracurricular activities.

I understand that my performance as a participant and the reputation of my school are dependent in part, on my conduct as an individual. I hereby agree to accept and abide by the standards, rules and regulations set forth by Wrangell Public Schools for the extra- curricular activity in which I participate.

I authorize Wrangell Public Schools to conduct a test on a urine specimen, which I provide to test for drugs. I also authorize the release of information concerning the results of such a test to the individuals identified in Wrangell Public Schools regulation on random drug testing, AR-5131.61.

This agreement shall be deemed consent, pursuant to the Family Education Right to Privacy Act for the release of the above information to the parties named above.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Student's Name \_\_\_\_\_

I understand that submission to random drug testing is a condition of my child's participation in high school interscholastic extracurricular activities. I hereby consent to the testing of my child's urine for drugs and to the release of information concerning the testing as provided above.

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Adopted in Consultation with Legal Counsel:  
Reviewed:  
Reviewed:

July 12, 2005 Reviewed & Renumbered:  
February 17, 2014  
December 14, 2016

September 20, 2010