

Drug and Alcohol

This administrative regulation applies to high school students and staff.

The purpose of these administrative regulations is to support a drug and alcohol free learning environment at each of the district's sites and at school sponsored events, both on and off campus. The district intends to clearly inform students and parents about the consequences of drug and alcohol policy violations. These regulations will also provide guidance to staff investigating alleged violations. Finally, these regulations outline the services available for students with substance abuse issues.

Reported Suspected Violations

Teachers and other staff members who have reasonable suspicion that a student has violated the drug and alcohol policy shall report their suspicions to the appropriate administrator.

Investigations

When an administrator believes there is sufficient evidence to indicate that a violation has occurred, the student will be notified of the administrator's concerns. The student will be interviewed about the alleged violation. The administrator will immediately schedule an initial parent and student conference. At the conference, the administrator will review the alleged violation, review the evidence collected thus far, and outline the timeline for any further investigation. The investigation will consist of a collection of evidence, including witness testimony, physical evidence, and other relevant information. The investigation will consider all evidence, and maintain an atmosphere of mutual respect.

The administrator will provide written information to the student and parent about the investigation process, possible disciplinary consequences and the right of appeal. A list of Superintendent Assigned Student Advocates (SASA) will be provided, and their role explained. A Re-enter School Conference will be scheduled.

The student will then be sent home with the parent for a period of up to 48 hours in order to minimize school disruptions, protect the student from peer curiosity, and to facilitate the investigation. During this time, the administrator will make every attempt to complete the investigation. The family will have an opportunity to review the written materials, confer with the SASA (if desired) and to consider the next steps. The administrator may exercise the option of keeping the student at school, instead of sending him/her home, if it appears to be in the best interest of the student to do so.

(Note: Staff will refer to "Discipline Standards and Procedures" in the Discipline Handbook when conducting investigations.)

Superintendent Assigned Student Advocate (SASA)

The superintendent will annually develop a list of adult community volunteers who agree to serve in the role of a SASA. The SASA volunteers receive training in the Drug and Alcohol Policy procedures, and are well versed in the options available to students and families. Working with a SASA is an optional support for families, and will be a family and student decision. The role of the SASA is to provide accurate information about the process and to facilitate communication. The SASA volunteer is not a legal advisor and is not intended to play an adversarial role relative to the school district.

Notification of Law Enforcement

The administrator will notify police about a violation of the law whenever the circumstances and severity of the incident warrant involvement of law enforcement.

Student Due Process Rights

A student's right to a free and appropriate public education is a legally recognized property right. Any disciplinary proceeding that may result in a student's loss of this property right (expulsion or suspension) is subject to due process. Although expulsion will generally be used as a last resort under this policy, the District will still ensure that the following due process rights are maintained. As part of an impartial process, students have a right to be:

1. Informed of the charges
2. Informed of the nature and extent of the evidence;
3. Given the opportunity to be heard and;
4. Represented by counsel.

Re-Enter School Conference

The goal of the Re-Enter School Conference is to provide information to the student and parents about the results of the investigation. If the investigation reveals insufficient evidence or the evidence reveals that no violation has occurred, the administrator will review these findings with the student and parents. If the evidence reveals that a violation has occurred, the administrator will schedule a team meeting with the student and the parents. The team will consist of the investigating administrator, the student, the parents, an Ashland Student Assistance Program (ASAP) specialist, and SASA (if desired by the student and parents). The student and parents will select a mandatory Drug and Alcohol Assessment from a list of providers. On a first offense, where the severity of the offense does not warrant suspension or expulsion, the student and parents can select from two possible disciplinary procedures, the Ashland Police Department Peer Jury or a School Based Discipline Contract.

Consequences for Violations

At the Re-Enter School Conference, a contract will be developed covering treatment, intervention and discipline.

All students who have violated the Drug and Alcohol Policy must be assessed by a certified Drug and Alcohol Counseling agency or provider paid by the parent. The student must complete the treatment plan provided as a result of the assessment.

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All students who have violated the Drug and Alcohol Policy will be referred to the Ashland Student Assistance Program (ASAP) for an assistance plan and will be required to follow the plan for up to one year.

In addition, all students must elect one of the following options (when the severity of the offense does not warrant suspension or expulsion):

1. Ashland Police Department Peer Jury: A Peer Jury serves as a sentencing panel and does not determine guilt or innocence. The Peer Jury hears the case and devises an appropriate sentence written in the form of a 60-day contract. The Peer Jury cannot impose suspension or expulsion. A Peer Jury date will be scheduled in a timely fashion so that the student will have the support of the contract to avoid any recurrence. The APD Diversion Officer is responsible for supervising the student's completion of the contract. An AHS administrator serves as a liaison, and is kept informed of the student's progress.
2. School Based Discipline Contract: A school based team will develop a 60-day discipline contract, tailored to the needs and circumstances of the individual student. The team has discretion in developing this contract, and it may vary from student to student. The team will monitor the student's completion of the contract.

(Note: Both the Peer Jury Contract and the School Based Contract may utilize the type of options outlined in Appendix 1).

Right of Appeal

When the student and/or parents disagree with the findings of the investigating administrator, they can appeal that decision to the high school principal. The principal will review the findings, interview the student, and make a decision on the next steps. In most cases, the principal's decision is final. If the findings include a recommendation for expulsion, the student and/or parents can also appeal to the superintendent. If the student and/or parents disagree with the Superintendent's decision, they can appeal for a hearing with the School Board (See Board Policy JGE).

Repeated Violations

Students who have repeated violations of the Drug and Alcohol policy will follow the program outlined in the previous sections. Peer Jury will not be an option for these students. The student will be subject to graduated disciplinary consequences, up to and including suspension and expulsion. Referral to alternative education programs will be considered.

Ashland Student Assistance Program (ASAP)

The Ashland Student Assistance Program will provide support and assistance to students with drug and alcohol issues. Referral to ASAP is not meant to be punitive, and should be considered outside of the disciplinary plan for students who have violations of the Drug and Alcohol Policy. The ASAP will consider referrals of students considered by staff to be at-risk for drug and alcohol use and abuse. Students and parents can self-refer students as well. In the case of a staff or self-referral, no disciplinary consequences will be imposed. The ASAP team, led by the school's ASAP Specialist, includes three or four additional members. These members may include a school administrator or counselor, teacher, school nurse or community health professional, school or community family counselor, and school or community drug and alcohol counselor. (The team should not include administrators with primary disciplinary responsibilities in order to separate disciplinary and therapeutic roles).

All students who commit violations of the Drug and Alcohol policy will be referred to the ASAP for long-term (up to one year) follow-up.

ASAP Assistance Plan

All students referred to the ASAP will be supported by an Assistance Plan. The plan is intended to be supportive and therapeutic in nature, and to assist the student in efforts to remain drug and alcohol free. Generally, students are monitored by the ASAP for up to one year. However, students may request a longer period of support. (See Appendix 2).

Annual Review

The Drug and Alcohol Policy and its accompanying Administrative Regulations, are subject to an annual review at the School Board level. Adjustments and refinements to these Administrative Regulations may result from the annual review process. This review will be conducted in the spring of each school year, will include appropriate data and analysis, with a report made to the Board by its June meeting.

Appendix 1: Examples of Contract Disciplinary Consequences

1. Detention
2. Change in schedule
3. Loss of privilege
4. School/community service
5. Referral to outside agencies or support services
6. Behavior contract
7. In-school suspension from class
8. Placement in alternative programs
9. Suspension from school (from 1 - 10 school days)*
10. Expulsion*
11. Other appropriate consequences
12. *Not imposed by peer jury

Appendix 2: Possible Interventions Assigned by the ASAP

1. Evaluation for at-risk behaviors, including school attendance and academic performance.
2. Referral for D&A assessment and treatment, including mandatory re-entry to treatment for students under contract if needed.
3. Referral to health practitioner (school or private).
4. Referral to family counseling (school or private services).
5. Referral to substance abuse support group.
6. Mentorship program.
7. Peer support programs (such as Natural Helper activities).
8. Healthy after school activities.
9. Ropes training.
10. Recommendation for diversion to alternative school program (Continuation School, Crossroads, Wilderness Charter School, etc.).
11. Drug education classes.
12. Anger management classes.
13. Other appropriate interventions.