

Dear XXXXXX High School Families,

I want to make you aware of an incident that is under investigation at the high school. During the school day, one of our employees consumed a beverage that may have been laced with an unknown substance. Because of staff medical privacy laws, we are not discussing the identity of the employee; furthermore, local law enforcement is aware of the situation and it is inappropriate for us to comment on an ongoing police investigation.

We understand that this matter is likely being talked about in community circles and it is drawing attention from local media. We wanted you to know that we are aware of the situation and acting accordingly.

We want you to know that we are taking this situation very seriously. The safety of our staff and students is always our first priority. Should you have information that may help with the investigation, please contact us or the XXXX Police Department.

Thank you,

XXXX XXXXXXXX, Superintendent