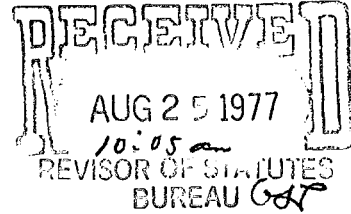


P2 11.16

CERTIFICATE
ORDER ADOPTING RULES

STATE OF WISCONSIN)
) SS
DEPARTMENT OF PUBLIC INSTRUCTION)



I, State Superintendent of the Department of Public Instruction and custodian of the official records of said department, do hereby certify that the annexed rules relating to school psychological services were duly approved and adopted by this department on the first day of the month following publication in the Wisconsin Administrative Register.

I further certify that said copy has been compared by me with the original on file in this department and that the same is a true copy thereof, and of the whole of such original.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the department at 126 Langdon Street in the city of Madison, this 25th day of August, 1977.

Barbara Thompson
Barbara Thompson
State Superintendent
State Department of Public Instruction

ORDER OF THE DEPARTMENT OF PUBLIC INSTRUCTION
ADOPTING RULES

1 Pursuant to the authority vested in the Department of Public Instruction
2 by sections 115.77, 115.84, 115.85, 115.88, and 121.02 (1)(a)(c)(f) Wis.
3 Stats., the State of Wisconsin Department of Public Instruction hereby adopts
4 rules as follows:

5 Section PI 11.16 of the Wis. Adm. Code is adopted to read:

Analysis by the Department of Public Instruction

These proposed rules define the condition under which local school districts, cooperative educational service agencies, county handicapped childrens education boards, and combination of districts under section 66.30 Wis. Stats. agreements may employ school psychologists and receive state aids under Subchapter IV of Chapter 115 of the statutes. The rules require an annual plan and an annual report and provide for approval by the DPI of such services.

6 PI 11.16 School psychological services.

7 (1) Contracting. School districts may utilize the services of
8 certified school psychologists through a variety of administrative arrange-
9 ments.

10 (a) School district employment

11 (b) Contract with a cooperative educational service agency (CESA)

12 (c) Purchase of service through contract with another school district

13 (d) Cooperative agreement by 2 or more school districts under section

14 66.30 Wis. Stats.

15 (e) Assignment to the district by a county handicapped children's
16 education board (CHCEB)

17 (f) Contract with a county handicapped children's education board (CHCEB)

18 (2) Annual plan of school psychological services. Annually, on or
19 before February 1, preceding the beginning of the fiscal year (July 1 -
20 June 30) during which the plan is to take effect, each school district,
21 combination of districts under a section 66.30 Wis. Stats. agreement, CESA,

1 or CHCEB shall submit to the department (division for instructional services)
2 an annual plan of school psychological services for the district. However,
3 only those portions of the plan which represent changes or modifications
4 of previously approved annual plans of the district need be submitted
5 annually.

6 (a) The annual plan shall contain a narrative portion which describes
7 all school psychological services (senior and junior level, paraprofessionals,
8 psychologists in training) provided by the employing agency.

9 (b) The annual plan of school psychological services shall include
10 form PI-IS-13, school psychologist's plan and report, completed by each
11 school psychological services staff member and form PI-IS-11, the financial
12 plan and claim form. If staff members or their assignments are unknown
13 by the February 1 filing date, the form PI-IS-13 may be submitted when the
14 staff member and the assignment are known, but not later than September 15
15 of the fiscal year. Accounting is by the fiscal year; estimated approved
16 costs to be paid from July 1 to the following June 30 shall be reported on
17 form PI-IS-11. CESA, CHCEB, and s. 66.30 Wis. Stats. employed school psy-
18 chologists serving more than one district, shall complete a separate form
19 PI-IS-13 for each district served. CESA's, pursuant to section 116.08 (4),
20 shall submit for approval all contracts involving school psychological
21 services staff as soon as the contracts are available and before funds are
22 paid out under them.

23 (c) The annual plan of school psychological services shall be reviewed
24 and approved by the department (division for instructional services) and
25 returned to the employing agency preceding the beginning of the fiscal year.

26 (3) Year-end report. By July 15, following the fiscal year, each district,

1 combination of districts under a section 66.30 Wis. Stats. agreement,
2 CESA, or CHCEB, employing school psychological services personnel shall
3 submit a year-end report, including the claim for reimbursement of approved
4 costs. Claims postmarked after August 15 shall not be honored, unless
5 exceptions are approved by the state superintendent. Form PI-IS-11 shall
6 be signed by the district (CESA, CHCEB) administrator after having verified
7 the accuracy of the statements on both forms. A form PI-IS-13 shall be
8 submitted for each approved school psychological services staff member for
9 each district attesting to the individual staff member's services provided
10 to or on behalf of exceptional and non-exceptional children. In addition,
11 an evaluation of the services by the agency's designated administrator in
12 terms of progress toward the goals established for these staff members
13 shall be included in the year-end report. Such year-end reports are subject
14 to audit by the state department of public instruction.

15 (4) Reimbursement of approved costs for school psychological services.

16 (a) The reimbursement of school psychological services personnel
17 under this chapter is contingent upon meeting the department's approval of:

18 1. Annual plan of school psychological services, including forms
19 PI-IS-11 and PI-IS-13 and section 66.30 agreements (see PI 11.16 (2)).

20 2. Approved costs (see PI 11.16 (5)).

21 3. Approved personnel (see PI 11.16 (6)).

22 4. Approved services (see PI 11.16 (7) (9)).

23 5. Year-end report (see PI 11.16 (3)).

24 6. Submission of other reports, including evidence of compliance
25 with other rules and regulations pursuant to federal and state statutes,
26 as required by the department (division for instructional services).

1 (b) The rate of state aid reimbursement for each senior level school
2 psychologist under this program shall be in conformity with applicable
3 legislative and budgetary mandates contained in section 115.88 (1)(b), Wis.
4 Stats. The amount of state aids under this program is computed on the basis
5 of the year-end report.

6 (c) If the employing agency applies for funding for school psychologists
7 under any other federal or state funding program, it should also file a plan
8 under this program. Combined federal and state funds may not exceed the
9 approved costs for these services. All sources of funding for these services
10 shall be noted in the annual plan and year-end report.

11 (d) Part-time senior level school psychologists are eligible for reimburse-
12 ment under this program if they are under contract to the district, CESA,
13 or CHCEB on at least a one-half time basis during the period of their
14 contract, unless exceptions are submitted for consideration and approval by
15 the state superintendent.

16 (e) One full-time school psychologist or equivalent may be funded under
17 this program for each 1,500 pupils served by the school district, except
18 where a demonstrated need exists and where approval has been granted in
19 advance by the department. Smaller districts may be funded on a pro rata
20 basis. County handicapped children's education boards, cooperative educational
21 service agencies, and combinations of local school districts meeting the pupil
22 population requirements of this paragraph are eligible to participate. School
23 psychologists may provide services to or on behalf of children with actual
24 or potential exceptional educational needs and other children from pre-
25 school to age 21.

1 (5) Approved costs. All approved costs shall be included on form
2 PI-IS-11 in the annual plan (estimated costs) and in the year-end claim
3 (actual costs) for reimbursement, against which the appropriate reimbursement
4 rate shall be applied. Approved costs consist of the senior level school
5 psychologist's salary and board approved fringe benefits, which may
6 include insurance, retirement, and social security costs.

7 (6) Approved personnel. Approved school psychological services
8 personnel, full or part-time, may consist of the following:

9 (a) Certified senior level school psychologists. The reimbursed
10 school psychologist shall hold a current Wisconsin certificate as a senior
11 level school psychologist. The school psychologist I (position code 57)
12 certificate confers eligibility for reimbursement for 2 years only. Only
13 those certified senior level school psychologists who serve as school psy-
14 chologists, directors or supervisors of pupil services or school psychological
15 services shall be eligible for state aids under Subchapter IV of Chapter
16 115, unless exceptions are approved in advance by the department.

17 (b) Certified junior level school psychologists. The junior level
18 school psychologist shall hold a current certificate as a provisional
19 school psychologist (position code 56), or as a school psychometrist
20 (position code 60). Certification as a junior level school psychologist
21 confers no eligibility for reimbursement under this state program, although
22 such personnel may be funded in part or full by various federal and other
23 state funding programs.

24 (c) Paraprofessionals. Paraprofessionals may be employed to assist
25 school psychologists. Unless approved for funding as a handicapped aide,
26 such paraprofessionals are not eligible for state funding under this program.

1 (7) Approved services. Approved services by school psychological
2 services personnel are those approved by the state superintendent.

3 (8) Evaluation of and inservice for school psychologists shall be
4 provided by the employing agency.

5 (9) Role of the school psychologist. The function of the school
6 psychologist shall be to provide within legal and recognized professional
7 standards an organizational and service framework within which efficient
8 and appropriate school psychological services are provided to children,
9 parents, and school staff.

10 (a) General responsibilities. The school psychologist shall be
11 responsible and accountable for school psychological services delivered to
12 the administration of all programs served; shall be responsible for develop-
13 ment, implementation, professional supervision, and articulation of psy-
14 chological services to the programs of the agency, and shall report to the
15 designated agency administrator regarding the organization and effectiveness
16 of the services. School psychologists providing services for children
17 with suspected or verified EEN's may be included in the count of personnel
18 to determine eligibility of a director of special education for reimbursement,
19 whether or not such staff are placed administratively under that director.

20 (b) Specific responsibilities. A state funded school psychologist
21 shall be responsible and accountable for the development, implementation,
22 and evaluation of the following:

23 1. A comprehensive continuum of coordinated psychological services
24 for children who are experiencing extraordinary educational problems,
25 including those with suspected or identified EEN and others whose needs
26 can best be met through special provisions within regular education, through

1 parent consultation, and the utilization of community based resources.

2 2. School psychological services as a part of a comprehensive M-team
3 assessment and program planning procedure for children with suspected EEN,
4 when indicated, or for alternative planning when it is determined that the
5 child does not have an EEN.

6 3. Non-biased intellectual, personality, and adaptive assessment of
7 children utilizing individually administered informal and standardized
8 assessment techniques.

9 4. Psychological intervention and consultation for children, parents,
10 and staff with regard to the educational, social, emotional, and behavioral
11 needs of children.

12 5. Specialized resources to meet the identified needs of children.

13 6. Inservice education and staff development activities with respect
14 to identification, non-discriminatory evaluation, programming, screening,
15 and other procedures relevant to children with and without EEN.

16 7. Liaison with appropriate community agencies with regard to children
17 whose special needs require such community agency assistance.

18 8. Other service and program obligations consistent with state and
19 federal laws, rules, and regulations.

20 9. Evaluation and research with regard to the effectiveness of services.

21 10. All psychological services, plans and report forms as required by the
22 department and federal programs.

23 (10) Program administration. Further questions regarding this program
24 as well as annual plans and reports shall be directed to: Supervisor-
25 School Psychological Services, Department of Public Instruction.

The rules contained herein shall take effect on the first day following
publication in the Wisconsin Administrative Register.

Dated this 25th day of August, 1977.


Barbara Thompson, State Superintendent