

Chapter PI 25

**CHILDREN AT RISK PLAN AND PROGRAM
REQUIREMENTS**

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Note: This chapter was created as an emergency rule effective March 12, 1986.

PI 25.01 Applicability and purpose. (1) Under s. 118.153 (3) (a), Stats., every board shall make available programs to serve children at risk. The purpose of the legislation is to serve the needs of children at risk through expanded or newly developed programming and the integration of school, parent and community programs and resources. This chapter defines children at risk, establishes approval criteria and requirements for children at risk plans and programs and sets forth the requirements for receipt of additional state aid in those school districts eligible under s. 118.153 (4), Stats.

(2) The requirements under ss. PI 25.03, 25.04 and 25.06 apply to all school districts in the state; s. PI 25.05 contains additional requirements which apply only to school districts operating under ch. 119, Stats.

History: Cr. Register, July, 1986, No. 367, eff. 8-1-86; am. (1), Register, September, 1990, No. 417, eff. 10-1-90.

PI 25.02 Definitions. In this chapter:

(1) "Adjudicated delinquent" means delinquent as defined under s. 48.02 (3m), Stats.

(2) "Alternative programs" means board approved instructional programs offered in place of regularly scheduled curriculum programs.

(2m) "Basic skills," for purposes of determining whether a pupil is a child at risk, means achievement in reading or mathematics or both.

(3) "Board" means the school board in charge of the public schools of the district.

(4) "Ceased to attend" means that a pupil has been absent without acceptable excuse under ss. 118.15 (1) (b) to (d) or (3), and 118.16 (4), Stats., for 20 consecutive school days and has not formally withdrawn from school.

(5) "Children at risk" means:

(a) Pupils who are one or more years behind their age group in the number of credits attained or in basic skill levels and are also one or more of the following:

1. Dropouts.

2. Absent, in any school semester, for more than 15% of the number of hours of direct pupil instruction required during that semester under s. 121.02 (1) (f) 2, Stats., whether such absences are excused or unexcused.

3. School age parents.

4. Adjudicated delinquents.

(b) Pupils in grades 5 to 8 who are 2 or more years behind their age group in basic skill levels.

(c) Pupils in grades 5 to 8 who are one or more years behind their age group in basic skill levels and have been absent, in any school semester, for more than 10% of the number of hours of direct pupil instruction required during that semester under s. 121.02 (1) (f) 2, Stats., whether such absences are excused or unexcused.

(6) "Contract" means a written agreement between a board operating under ch. 119, Stats., and a private, nonprofit, nonsectarian agency for the purpose of providing services to children at risk.

(7) "Curriculum modifications" means adaptations or changes in the district's kindergarten through grade 12 curriculum scope and sequence.

(8) "Department" means the Wisconsin department of public instruction.

(9) "Dropout," for purposes of determining whether a pupil is a child at risk, means a pupil who:

(a) Has ceased to attend school.

(b) Continues to reside in the school district.

(c) Does not attend a public, private, or vocational, technical and adult education district school or home-based private educational program under s. 118.15 (4), Stats., on a full-time basis.

(d) Has not graduated from high school, and does not have an acceptable excuse under ss. 118.15 (1) (b) to (d) or (3), and 118.16 (4), Stats.

(10) "Parent" means mother, father, or legal guardian.

(11) "Private program" means a program operated by a nonsectarian private school or agency.

(12) "Private school" has the meaning described in s. 118.165, Stats.

(13) "Program" means an organized and structured activity or set of activities which constitute one or more components of the total curriculum plan for the school year or of the pupil services normally provided by a school.

(14) "Pupil attendance rate" means the rate obtained by dividing the aggregate number of full-time equivalent days of actual pupils' attendance, by the aggregate number of full-time equivalent days on which school was held while the pupil was enrolled in the program.

(15) "Pupil retention rate" means the rate obtained by dividing the number of pupils who remained enrolled in school through completion of the school year including those who graduated, by the number of pupils who enrolled in the children at risk program during the current school

year, less pupils who transferred to another school district during the school year.

(16) "School age parents" has the meaning given in s. 115.91 (1), Stats.

(17) "Significant academic progress" means both of the following:

(a) The pupil demonstrates improvement in reading and mathematics in comparison to his or her performance level in the previous school year. The board shall determine whether the pupil's performance level improved as provided for in s. PI 25.03 (1) (a) 2.

(b) The pupil demonstrates satisfactory performance on at least 50% of any new instructional concepts in reading and mathematics introduced during each of the current school year semesters and the level of attainment is documented in a written record of performance at beginning, mid-point and ending of each semester.

(18) "Standardized achievement test" means a published, nationally normed test which provides a valid and reliable measure of a pupil's present achievement level in comparison with age or grade level cohorts.

(19) "State superintendent" means the state superintendent of public instruction.

History: Cr. Register, July, 1986, No. 367, eff. 8-1-86; rennum. (11) to (14) to be (16), (15), (18) and (19) and am. (15), (16), and (18), cr. (2m), (11) to (14) and (17), r. and recr. (3), am. (9), Register, September, 1990, No. 417, eff. 10-1-90.

PI 25.03 Identification of children at risk and children at risk plan. (1) Under s. 118.153 (2) (a), Stats., every board shall, annually by August 15, identify children at risk in the school district and develop a written plan for meeting their needs. The plan shall meet the following requirements:

(a) It shall describe how the children at risk who are enrolled in the school district will be identified annually, including the following:

1. Determining whether a pupil is behind his or her age group in the number of credits attained. A pupil shall be determined to be behind his or her age group in the number of credits attained if the pupil has been held back one or more times at grade level and remains in this status or if a pupil in grades 9 through 12 is 3 or more credits deficient in progress toward graduation.

2. Determining whether a pupil is behind his or her age group in basic skill levels, based on a board approved plan of formal and informal assessments consistent with the district's objectives in mathematics and reading identified in the curriculum plan under s. PI 8.01 (2) k. The assessments shall include standardized achievement tests and teacher observations.

(b) It shall describe how the needs of children at risk will be met through each of the following:

1. Curriculum modifications and alternative programs suited to the pupil's learning needs and which enable elementary school pupils to advance in grade level and enable high school pupils to earn academic credit leading to a high school diploma under s. 118.33, Stats. This shall include a description of any curriculum modifications and alternative

programs provided under s. 118.15 (1) (b) to (d), Stats., and, for districts operating under ch. 119, Stats., those curriculum modifications and alternative programs provided under s. 118.153 (3) (c), Stats. Curriculum modifications and alternative programs provided under s. 118.15 (1) (c) 2, Stats., which do not lead to a pupil's high school graduation may not be included in the district's children at risk plan.

2. Remedial instruction provided to pupils in reading and mathematics skills areas in which it is determined that the pupils are one or more years behind their peers.

3. Parental involvement, including participation in program planning and training to assist parents in fostering the school attendance and school achievement of their children. The plan under this subsection shall include goals and objectives and specific activities to be carried out, including parent-teacher conferences at least once each semester.

4. Pupil support services, including school counseling, school social work, school nursing, and school psychological services.

5. Identification, coordination and use of community support services available to serve the needs of children at risk, including the following:

a. Community programs and services provided by educational, social, health, business, industry and other public, private and volunteer organizations.

b. State, county and local government agencies.

6. Programs and instruction which will contribute to the preparation of pupils for work, including career exploration and planning, employability skills and attitudes, and development of specific occupational skills.

7. Other approaches and services which have demonstrated success in meeting the needs of children at risk, provided that programs for pupils in grades 9 through 12 are designed to allow pupils to meet the high school graduation requirements under s. 118.33, Stats., and ch. PI 18.

(c) It shall provide for coordination between existing programs, resources and services in the school district and community with any new programs, resources and services designed to serve needs of children at risk.

(d) It shall provide for evaluation of each program or service provided to children at risk to determine the effectiveness of the program or service in meeting the needs of children at risk. The evaluation shall be conducted as follows:

1. School districts which are required to submit their plans to the department for approval under sub. (2), shall provide for evaluation at least annually.

2. School districts which volunteer to submit their plans to the department for approval under sub. (3), shall provide for evaluation at least annually.

3. All other school districts shall provide for evaluation at least once every 5 years on a schedule which corresponds with the department audit Register, September, 1990, No. 417

for compliance with the school district standards under s. 121.02 (2), Stats.

(2) If, in the previous school year, a school district had 50 or more dropouts or a dropout rate exceeding 5% of its total high school enrollment, the board shall submit the plan developed under sub. (1) to the state superintendent for approval.

(3) If, in the previous school year, a school district had a dropout rate greater than 2.5% but less than 5%, the board may submit the plan developed under sub. (1) to the state superintendent for approval.

Note: PI 1204, Report of Pupils Leaving School, will be used as the basis for determining the number and percentages of dropouts. Copies of the form may be obtained at no charge from the Department of Public Instruction, Division for Management and Budget, P.O. Box 7841, Madison, WI 53707.

Note: Form PI 2376, Children At Risk Program Plan, may be obtained at no charge from the Department of Public Instruction, Division for Management and Budget, P.O. Box 7841, Madison, WI 53707.

History: Cr. Register, July, 1986, No. 367, eff. 8-1-86; am. (1) (intro.), (a) (b) 1., 3. and 5. intro., (d), cr (3), Register, September, 1990, No. 417, eff. 10-1-90.

PI 25.04 General requirements for school board programs for children at risk. Each board operating a program for children at risk shall:

(1) Designate a staff person to coordinate the program for children at risk.

(2) Provide that all work experience and other similar programs and activities taking place outside the school for which pupils receive academic credit, including those programs or curriculum modifications authorized under s. 118.15 (1) (d), Stats., and instruction and pupil support services contracted for under s. 118.153 (3) (c) 1 and 2, Stats., are supervised by departmentally licensed teachers or other licensed school personnel.

(3) Ensure that in grades 9 through 12 curriculum modifications and alternative programs provided for children at risk are designed to allow the pupils to meet the high school graduation requirements under s. 118.33, Stats., and ch. PI 18.

(4) Identify children at risk enrolled in the school district and determine those programs and services which will meet the needs of such pupils, utilizing the procedures set forth in the board's plan under s. PI 25.03 (1).

(5) Notify each pupil and his or her parent in writing that the pupil has been identified as a child at risk and is eligible to be enrolled in the board's program for children at risk. The notice shall:

(a) Include the name and telephone number of a person the parent or pupil can contact regarding the school district's children at risk program and the pupil's participation in the program.

(b) Describe the children at risk program.

(c) Inform the parent that she or he may select one or more components of the program in which the pupil will be enrolled, if the pupil meets the prerequisites for these components.

(d) Describe the procedure for requesting that the pupil be enrolled in the children at risk program.

(6) Enroll the pupil in the program for children at risk upon request of the pupil or the pupil's parent. If the board makes available more than one program for children at risk, the board shall enroll the pupil in the board program selected by the pupil or the pupil's parent if the pupil meets the prerequisites for that program. The request shall be in writing, by signature on a district provided form, or be given verbally to the person responsible for enrolling the child in the program. This person shall record the date and time of the request and whether this request was made in person or by phone.

(7) Ensure that the special education and related services needs of a child with exceptional educational needs, as defined in s. 115.76 (3), Stats., who is also eligible to be served in the children at risk program, are addressed in the child's individualized education program developed pursuant to s. 115.80 (4), Stats.

History: Cr. Register, July, 1986, No. 367, eff. 8-1-86; am. (2), (5) and (6), cr. (7), Register, September, 1990, No. 417, eff. 10-1-90.

PI 25.05 Special provisions applicable to first class city school system. (1) The board of a school district operating under ch. 119, Stats., may contract with private, nonprofit, nonsectarian agencies to provide programs for children at risk for not more than 30% of the children at risk enrolled in the school district if the board determines that the agencies can adequately serve such children. A board contracting under this section shall:

(a) Determine and list in writing appropriate private, nonprofit, nonsectarian agencies located in the school district.

(b) Ensure that all instruction and pupil support services provided in contracted programs for children at risk are provided by one of the following:

1. Departmentally licensed teachers or other licensed school staff personnel.

2. Persons otherwise licensed to provide the instruction or related education services they will provide.

3. Persons who are supervised by licensed teachers or other licensed school staff personnel.

(c) Pay each contracting agency, for each full-time equivalent child at risk served under the contract, an amount equal to at least 80% of the school district's average per pupil cost, and include in the annual report the amount paid to each contracting agency for each child at risk served.

(d) Establish procedures with each contracting agency for the agency to:

1. Describe staff qualifications.

2. Describe curriculum modifications and alternative programs to be provided.

3. Evaluate pupil performance including grading criteria, procedures for granting academic credit, and testing for progress in reading and mathematics skills areas.

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4. Record and report pupil attendance and retention rates.

(e) Develop a procedure for communication and cooperation with the contracting agencies in meeting the needs of children at risk served under this section.

(f) Increase the enrollment level or offer the pupil another comparable program if it is determined that a pupil is to be served in a contracted program under this section, but the enrollment limit has been reached for that contracted program. If enrollment is subsequently open in the original contracted program, the pupil shall be given the opportunity to enroll in the program.

(2) The board shall assure the department in writing that each program for children at risk provided by a contracting agency meets all of the requirements of this section.

(3) In addition to the annual report on the children at risk program required under s. PI 25.06 (1), the board shall report annually to the department the information required under s. PI 25.06 (1) (a) for each contracting agency serving children at risk.

(4) Pupils served under this section who receive high school diplomas may not be counted in meeting the conditions under s. PI 25.06 (2) unless the pupil met the high school graduation requirements under s. 118.33, Stats., or completed a program under s. 118.33 (2) (m), Stats.

History: Cr. Register, July, 1986, No. 367, eff. 8-1-86; am. (1) (intro.), (b) 2. and (4), cr. (1) (f), Register, September, 1990, No. 417, eff. 10-1-90.

PI 25.06 Annual reports, state financial aid and district use of additional funds. (1) **ANNUAL REPORTS.** (a) Under s. 118.153 (4) (a), Stats., boards which have their program for children at risk plans approved by the state superintendent under s. PI 25.03 (2), and (3), shall submit an annual report by August 15 to the state superintendent. The annual report on the program for children at risk shall include the following information concerning pupils served in the program:

1. The number of pupils, by grade level, gender and ethnic membership, who were identified as children at risk, who requested enrollment in the program for children at risk, and who were enrolled in the program for children at risk.

2. Pupil attendance rates.

3. Pupil retention rates.

4. Graduation rate of high school seniors.

5. The percentage of pupils receiving academic credit sufficient for them to advance to the next grade level or to graduate from high school.

6. The percent of pupils showing significant academic progress for each semester of instruction.

7. The number of pupils whose parents did and did not participate in specific parent involvement activities established by the school board.

(b) Information provided to the department under par. (a) shall be reported by school and aggregated for the district.

(c) Results of the evaluations under s. PI 25.03 (1) (d) shall be submitted to the department with the annual report under this section.

(d) The district shall maintain records which will substantiate the information reported in the annual report as may be required by the department under this section.

(2) STATE FINANCIAL AID. (a) Except as provided under par. (b), school districts shall receive additional state aid under s. 118.153 (4) (b), Stats., if the state superintendent determines from the report required under sub. (1) that any 3 of the following conditions have been met:

1. The average daily attendance rate for pupils enrolled in the program for children at risk was at least 70%.

2. At least 70% of the pupils enrolled in the program for children at risk completed the school year or graduated from high school during the school year.

3. At least 70% of the pupils who were high school seniors and enrolled in the program for children at risk received a high school diploma at the end of the school term or at the end of the summer school session immediately following the school term.

4. At least 70% of the pupils enrolled in the program for children at risk received academic credit sufficient for them to advance to the next grade level or to graduate from high school at the end of the school term or at the end of the summer school session immediately following the school term.

5. Pupils enrolled in the program for children at risk showed as a group significant academic progress in reading and mathematics for each semester of instruction in terms of:

a. Level of academic performance compared to the previous year.

b. Level of performance on new topics introduced during the semester.

(b) A school district may not receive additional aid for a children at risk program serving pupils in grades 5 or 6 unless the state superintendent determines from the report required under sub. (1) that all of the following requirements were met:

1. The average attendance rate for the pupils enrolled in the program was at least 90%.

2. At least 80% of the pupils enrolled in the program demonstrated significant academic progress.

3. At least 70% of the parents or guardians of the pupils enrolled in the program participated in parent involvement activities established by the school board.

Note: Form PI 2375, Annual Report for Children At Risk Program, may be obtained at no charge from the Department of Public Instruction, Division for Management and Budget, P.O. Box 7841, Madison, WI 53707.

(3) DISTRICT USE OF ADDITIONAL FUNDS. The board of a school district receiving additional funds to provide programs and services to meet the needs of children at risk shall use the additional funds to fund board operated or contracted curriculum modifications, alternative programs, remedial instruction, parental involvement, pupil support services and Register, September, 1990, No. 417

program evaluation, and contracted services as specified under s. PI 25.05 (1). This subsection does not provide authorization for boards to contract for programs or services beyond statutory authority.

History: Cr. Register, July, 1986, No. 367, eff. 8-1-86; am. (1) (a) (intro.), 1., 4. and 6., (b) to (d) and (3), renum. (2) (intro.) and (a) to (e) to be (2) (a) (intro.) 1. to 5. and am. (2) (a) (intro.) and 3. to 5. cr. (1) (a) 7. and (2) (b), Register, September, 1990, No. 417, eff. 10-1-90.