

CR 90-193

CERTIFICATE

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 rule relating to home school coordinators was 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 the same is a true copy thereof, and of the whole of such original.

RECEIVED

MAY 1 1991
10:45 am
Revisor of Statutes
Bureau

IN TESTIMONY WHEREOF, I hereunto set my hand and affixed the official seal of the Department at General Executive Facility (GEF) 3, 125 South Webster Street, P.O. Box 7841, in the city of Madison, this 30th day of April, 1991.

Herbert J. Grover ^{Len}

Herbert J. Grover
State Superintendent
State Department of Public Instruction

7-1-91

ORDER OF THE
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
CREATING RULES

The state superintendent of public instruction creates ch. PI 34,
relating to home school coordinators.

ANALYSIS BY THE DEPARTMENT OF PUBLIC INSTRUCTION

Statutory authority: ss. 115.745 (3) and 227.11 (2) (a), Stats.

Statute interpreted: s. 115.745, Stats.

1989 Wisconsin Act 336 created s. 115.745, Stats., which establishes a grant program for home school coordinators. The statute requires the state superintendent to promulgate rules to implement and administer this grant program.

These rules establish requirements for a home school coordinator program and an application under this program as well as establish criteria for awarding grants.

These rules were promulgated as emergency rules effective August 20, 1990, to allow the state superintendent to make grant awards for the 1990-91 school year.

SECTION 1. Chapter PI 34 is created to read:

CHAPTER PI 34

HOME SCHOOL COORDINATORS

PI 34.01 DEFINITIONS. In this chapter:

- (1) "American Indian" has the meaning given in s. 115.71 (2), Stats.
- (2) "Home school coordinator" has the meaning given in s. 115.71 (4), Stats., and who provides the program activities set forth under this chapter.
- (3) "Membership" has the meaning given in s. 121.004 (5), Stats.
- (4) "State superintendent" means the state superintendent of public instruction for the state of Wisconsin.

PI 34.02 HOME SCHOOL COORDINATOR ACTIVITIES AND SERVICES. (1) Annually the state superintendent shall award a grant under s.115.745, Stats., to a school district in which at least 50% of the membership in the previous school year was American Indian pupils if the school district employs at least 2.0 full-time equivalent home school coordinators to do the following:

(a) Improve communication and promote better understanding among parents, guardians, pupils, administrators, teachers and other school personnel involved in the program.

(b) Provide assistance and consultation to participating pupils and their families to address problems that adversely affect the pupil's success in school including, but not limited to, academic performance, school attendance, health and nutrition, behavior, educational planning and cultural sensitivity.

(c) Provide services and assistance that promote parental involvement in the activities of the school district.

(d) Maintain regular activity records to document day-to-day contact with participating pupils, parents, teachers, administrators, other school personnel and other concerned individuals for the purposes of monitoring progress, evaluation and reporting.

(e) Provide services and assistance to the staff of the school district by identifying resources and promoting inter-cultural sensitivity and awareness.

(f) Provide for the involvement of the parent advisory committee as specified under s. 115.735, Stats.

(2) The home school coordinator may have access to pupil records to the extent provided for under state and federal law, including ss. 118.125, 118.126, Stats., and the federal family educational rights and privacy act, 20 U.S. Code 1232g.

PI 34.03 GRANT FOR HOME SCHOOL COORDINATORS. Annually, the board of a school district eligible to receive a grant under this chapter may submit an application which shall contain all of the following:

- (1) Evidence of the need for a grant.
- (2) Identification of the resources currently provided for home school coordinator programming.
- (3) An outline of the program's overall goal, objectives to be achieved, and activities or methods that will be used to implement the stated objectives in order to foster the educational achievement of pupils served under this program.
- (4) A description of how the activities and services under s. PI 34.02 (1) (a) through (c) will be met.
- (5) Identification of the resources and costs necessary to implement the program, including the administrative costs associated with the program.
- (6) A description of how the parent advisory committee specified under s. 115.735, Stats., will be involved in the program.
- (7) A description of how the proposed program activities will be evaluated including quantifiable data which will be used to determine the extent to which the program objectives were met.
- (8) A description of how long term or follow-up evaluations will be conducted.
- (9) A description of procedures to be adopted to maintain regular activity records as described in s. PI 34.02 (1) (d).
- (10) Assurances for the following:
 - (a) The applicant will not use the grant funds to supplant any funds which are otherwise available for the program.
 - (b) The applicant will use no more than 5% of the grant to pay school district administration costs for the program.

(c) The applicant had an American Indian pupil membership of at least 50% in the previous school year.

(d) The applicant will use the funds granted for the purposes of the grant application and in accordance with all applicable laws, regulations, policies and procedures of the State of Wisconsin.

(e) The applicant agrees that no expenditures will be eligible for inclusion if occurring prior to the effective date of the grant or after the end date of the grant award.

(f) The applicant ensures compliance with civil rights and nondiscrimination laws including, Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and Wisconsin s. 118.13 and PI-9 Pupil Nondiscrimination.

(g) The applicant shall submit a mid-year and final report to the Department of Public Instruction. The applicant agrees to keep records and to provide information to the Department of Public Instruction or the state legislature on request.

(h) The applicant shall file financial claims for reimbursement in accordance with procedures prescribed by the Department of Public Instruction.

(i) The applicant shall submit to a final audit if requested by the Department of Public Instruction, at the end of the fiscal year of actual expenditures or at any time during the grant period. In the event of an overpayment, the grantee agrees to reimburse the Department of Public Instruction for the amount of such overpayment.

(j) The applicant shall share project experiences, activities and materials on a cost recovery basis with other interested Wisconsin school districts upon request.

(k) The applicant agrees to cooperate and coordinate this program with the tribal council and the American Indian parent advisory committee pursuant to s.115.735, Stats.

NOTE: Form PI-1067, Application for the Home School Coordinator's Grant, may be obtained at no charge from the Department of Public Instruction, Bureau for Special Needs Programs, P.O. Box 7841, Madison, WI 53707-7841.

PI 34.04 REVIEW OF APPLICATION PROPOSALS AND AWARDING OF GRANTS.

The state superintendent shall review the applications submitted and shall determine which of the applicants eligible for funding will receive a grant. The determination shall be based on the degree to which the applicant meets the following criteria:

- (1) Documents that a need for the grant exists.
- (2) Documents that the home school coordinator program activities are attainable, reasonable and likely to be accomplished.
- (3) Meets the grant application requirements specified under s. PI 34.03.

The rules contained in this order shall take effect on the first day of the month commencing after the date of publication in the Wisconsin Administrative Register, as provided in s. 227.22 (2) (intro.), Stats.

Dated this 30th day of April, 1991



Herbert J. Grover
State Superintendent

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