

## Chapter PI 32

## GRANTS FOR ALCOHOL AND OTHER DRUG ABUSE PROGRAMS

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|----------|---|----------|--|
| PI 32.01 | Purpose   | PI 32.07 | Grants for alcohol and other drug abuse programs               |
| PI 32.02 | Definitions   | PI 32.08 | Grants for drug abuse resistance education programs            |
| PI 32.03 | General requirements  | PI 32.09 | Grants for families and schools together programs              |
| PI 32.04 | Advisory council  | PI 32.10 | Grants for pupil alcohol and other drug abuse program projects |
| PI 32.05 | Review of applications and awarding of grants                                     | PI 32.11 | Grants for after-school and summer school programs             |
| PI 32.06 | Comprehensive kindergarten through grade 12 alcohol and other drug abuse programs | PI 32.13 | Grants for youth alcohol and other drug abuse programs         |

Note: Chapter PI 32 was created as an emergency rule effective August 9, 1990.

**PI 32.01 Purpose.** Under s. 115.36, Stats., public and private schools are encouraged to develop comprehensive kindergarten through grade 12 programs to prevent or ameliorate alcohol and other drug abuse among minors. This chapter sets forth characteristics of a comprehensive kindergarten through grade 12 program including criteria and procedures in awarding grants under the following:

(1) Section 115.36 (3), Stats., which allows the state superintendent to fund school district projects designed to assist minors experiencing problems resulting from the use of alcohol or other drugs or to prevent alcohol or other drug abuse by minors.

(2) Section 115.361 (2), Stats., which allows a school board to apply to the state superintendent for a grant not to exceed \$50,000 to fund the costs of contracting with a city or county law enforcement agency to provide drug abuse resistance education to pupils enrolled in grades 3 to 9.

(3) Section 115.361 (3), Stats., which allows a school board to apply to the state superintendent for a grant to fund a families and schools together program designed to identify pupils who are 6 through 11 years of age who have a high risk of dropping out of school, experiencing alcohol and other drug abuse problems or being adjudged delinquent.

(4) Section 115.361 (4), Stats., which allows a school district to apply to the state superintendent for a grant of up to \$1,000 to develop education, prevention or intervention programs designed by the pupils enrolled in the school district.

(5) Section 115.361 (5), Stats., which allows a school board with the cooperation and support of a community-based organization to apply to the state superintendent for a grant of up to \$30,000 to fund an after-school or summer school program for pupils in grades 1 through 9.

(7) Section 115.362 (2), Stats., which requires the department to make grants to school districts for the development or expansion of youth alcohol and other drug abuse prevention and intervention, school district-wide kindergarten through grade 12 curriculum; or if the school district has the curriculum described in this subsection, the development or expansion of an alcohol and other drug abuse prevention and intervention program.

History: Cr. Register, January, 1991, No. 421, eff. 2-1-91; am. (2), r. (6), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.02 Definitions.** In this chapter:

(1) "After-school program" or "summer school program" means tutoring programs which are offered after regular school hours or in summer sessions for pupils in grades 1 through 9 who exhibit academic deficiencies resulting from poor attendance, poor school work completion or inadequate basic skills development.

(2) "AODA program" means a comprehensive kindergarten through grade 12 alcohol and other drug abuse program as described in s. PI 32.06.

(3) "AODA program coordinator" means a professional school employe holding a license issued by the department under ch. PI 3 who is designated by the school board to administer, coordinate, and implement the AODA program.

(4) "CESA" means a cooperative educational service agency created in ch. 116, Stats.

(5) "Community-based organization" means a private, non-profit organization which is representative of a community or a significant segment of a community and which provides educational and job training services.

(6) "Council" has the meaning given in s. 115.36 (2) (e), Stats.

(7) "County department of community programs" means the county department of community programs appointed under s. 51.42 (3) (a), Stats.

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

(9) "Intervention" means efforts to respond to and provide appropriate assistance to students experiencing health and safety problems including alcohol and other drug abuse.

(10) "Law enforcement agency" has the meaning given in s. 165.83 (1) (b), Stats.

(11) "Law enforcement officer" has the meaning given in s. 165.85 (2) (c), Stats.

(12) "Membership" has the meaning given in s. 121.004 (5), Stats.

(13) "Prevention" means efforts to provide pupils appropriate information and developmental experiences necessary to make personally and socially responsible decisions regarding their own alcohol and other drug use and non-use and other health and safety factors and to cope effectively with the personal and social results of health and safety decisions made by others.

(14) "Pupil assistance program," also referred to as a student assistance program, means an alcohol and other drug abuse support program involving pupils with health and safety problems and concerns in individual or group settings operating under conditions established by school board policy, rules and responsibilities.

(15) "School board" has the meaning defined in s. 115.001 (7), Stats.

(16) "State superintendent" means the state superintendent of public instruction for the state of Wisconsin.

History: Cr. Register, January, 1991, No. 421, eff. 2-1-91; am. (9), (13) and (14), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.03 General requirements.** (1) AODA PROGRAM POLICIES. A school board conducting an AODA program shall establish policies and procedures that clearly articulate how the program will operate consistent with applicable state and federal laws. In developing policies under this subsection, a school board may consider requiring the following:

(a) That administrators and teachers designated to engage in AODA programs under s. 118.126, Stats., have received appropriate training and are aware of the requirements of s. 118.126, Stats.

(b) Provide for cooperative arrangements with the county department of community programs regarding the availability of AODA services as specified under s. 118.24 (2) (f), Stats.

(c) That school administrators, principals, pupil services professionals and teachers employed by the school board are aware of the provisions under s. 118.257, Stats., pertaining to liability for referral to police, when referring pupils to law enforcement authorities for removal from school grounds or school sponsored activities as a result of suspicion of possession or consumption of an alcoholic beverage or controlled substance.

(d) That school administrators, principals, pupil services professionals and teachers employed by the school board are aware of the provisions of s. 118.258, Stats., pertaining to the prohibition of electronic communications devices and that pupils are annually provided with a copy of the board's rules pertaining to this prohibition.

(e) That school administrators, principals, pupil services professionals and teachers employed by the school board are aware of the provisions of s. 120.12 (20), Stats., pertaining to prohibiting the use of all tobacco products on school premises.

**(2) GRANT APPLICATION REQUIREMENTS.** Annually, except for those applying for grants under s. PI 32.10, the grant applicant under this chapter shall include the following in its grant applications:

(a) Evidence of the need for the grant.

(b) The name of the AODA program coordinator, and evidence that the AODA program coordinator holds a current license issued by the department under ch. PI 3.

(c) A description of how the proposed program activities will be integrated with the school district's AODA program as specified in s. PI 32.06.

(d) An outline of the proposed program goals, objectives, activities, and related timelines.

(e) A description of how the proposed program activities will be evaluated which shall include qualitative, quantitative, or anecdotal data.

(f) A description of how the program activities will continue after the grant period is completed.

(g) Any additional requirements specified under ss. PI 32.07 to 32.13.

**History:** Cr. Register, January, 1991, No. 421, eff. 2-1-91; am. (1) (intro.), (a), (c) to (e) and (2) (b), r. (2) (d), renum. (2) (e) to (h) to be (2) (d) to (g) and am. (d) and (e), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.04 Advisory council.** (1) An 18 member council, selected from local educational agency staff, professionals in the AODA field and related interest groups, shall be appointed by and advise the state superintendent concerning the administration of s. 115.36 (3), Stats., and other matters related to AODA, health and safety, and other pupil service programs as the state superintendent requests.

(2) Council members shall be appointed to staggered 3-year terms.

(3) Council members may not serve more than 2 consecutive 3-year terms.

(4) The state superintendent may withdraw an appointment of a council member who fails to attend 3 consecutive meetings.

(5) The council chairperson shall be elected annually from the council's membership. The term shall begin on July 1 and conclude on the following June 30.

**History:** Cr. Register, January, 1991, No. 421, eff. 2-1-91; am. (1), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.05 Review of applications and awarding of grants.** (1) The council under s. PI 32.04 shall review the ap-

plications submitted under s. PI 32.07 and any other applications under this chapter as requested by the state superintendent and make recommendations to the state superintendent regarding the school district applications. These recommendations shall be based on the criteria specified in sub. (2) (a) to (c) and consideration of recommendations made by the county department of community programs.

(2) The state superintendent shall review the applications submitted under ss. PI 32.07 to 32.13 and consider the recommendations made by the council under sub. (1) and shall determine which of the applications eligible for funding will receive grants. The state superintendent shall make this determination based on the following criteria:

(a) The extent to which the goals, objectives and activities relate to the purpose of the proposed program.

(b) The extent to which the proposed program activities will assist the district in meeting the requirements of s. PI 32.06.

(c) The local capacity to sustain program activities.

(3) To the extent possible, the grant shall be distributed equally throughout the state.

**History:** Cr. Register, January, 1991, No. 421, eff. 2-1-91; am. (1), r. and recr. (2) (a) to (d), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.06 Comprehensive kindergarten through grade 12 alcohol and other drug abuse programs.** Under s. 115.36 (1), Stats., every public and private school is encouraged to develop AODA programs to prevent or ameliorate alcohol and other drug abuse among minors. Sections 115.36 (3), 115.361 (2), (3), and (5) and 115.362 (2), Stats., provide for grants to assist school districts in developing or supplementing AODA programs. An AODA program shall meet the requirements specified in s. PI 32.03(1) and consist of the following:

(1) A comprehensive kindergarten through grade 12 alcohol and other drug abuse specific curriculum and instruction which meets all of the requirements of s. 118.01 (2) (d) 2. c. and 6., Stats., and which:

(a) Is developmentally appropriate.

(b) Is based on scientifically valid, current, unbiased, and accurate information and which avoids scare tactics, stereotyping, and moralizing.

(c) Is integrated with existing curricula and related activities such as developmental guidance, health, science, social studies, driver's education, physical education, children at risk, youth suicide prevention, and school age parents.

(d) Includes, but is not limited to; communication, problem solving, decision-making, dealing effectively with peer pressure, critical thinking, stress reduction, self-improvement and positive self-esteem skills development.

(2) A written school district policy which supports comprehensive alcohol and other drug abuse programming including pupil assistance programs, curriculum, instruction, staff development and youth oriented activities. The policies shall be widely publicized and be in accordance with appropriate state and federal laws.

(3) Programs for students including pupil assistance programs, peer programs, student clubs, and drug free alternatives.

(4) Programs for adults including staff development, employee assistance and wellness programs, and parent and community education.

(5) Integration of community resources and support services including, but not limited to, human services providers, private treatment providers, law enforcement officers, and judicial personnel.

(6) Access to a collaborative pupil service team made up of school counselors, social workers, nurses and psychologists.

(7) An AODA program coordinator who is provided with appropriate time and training.

(8) Ongoing monitoring, assessment and evaluation of AODA program activities.

**History:** Cr. Register, January, 1991, No. 421, eff. 2-1-91; am. (intro.), (1) (intro.), (a) and (2) (intro.), r. (1) (e), (2) (a) to (h), r. and recr. (3) to (9), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.07 Grants for alcohol and other drug abuse programs.** (1) Under s. 115.36 (3), Stats., the state superintendent may fund school district projects designed to assist minors experiencing problems resulting from the use of alcohol or other drugs or to prevent alcohol or other drug abuse by minors.

(2) In addition to the grant application requirements under s. PI 32.03 (2), the application shall include a description of the resources and funds necessary to implement the project and how the matching fund contribution of 20% required under s. 115.36 (3) (c), Stats., will be met. Private and in-kind contributions may be applied to meet this requirement.

(3) The grant applicant may not use the funds to supplant any funds which are otherwise available for the proposed project.

(4) The grant applicant shall submit a copy of the proposed project to the county department of community programs for advisory review as specified under s. 115.36 (3) (d), Stats., prior to its submittal to the state superintendent.

(5) The county department of community programs may and the council shall submit an advisory recommendation to the state superintendent.

**Note:** Form PI-1816, Application for Alcohol and Other Drug Programs, may be obtained at no charge from the Department of Public Instruction, P.O. Box 7841, Madison, WI 53707-7841.

**History:** Cr. Register, January, 1991, No. 421, eff. 2-1-91; r. and recr. (2), am. (5), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.08 Grants for drug abuse resistance education programs.** (1) Under s. 115.361 (2), Stats., a school board may apply to the state superintendent for a grant to fund the costs of contracting with a city or county law enforcement agency to provide drug abuse resistance education to pupils enrolled in grades 3 to 9. No grant may exceed \$50,000.

(2) In addition to the grant application requirements under s. PI 32.03 (2), the application shall include the following:

(a) A copy of an interagency agreement between the law enforcement agency and the school district, signed by the respective agency administrators, and including the following assurances:

1. The law enforcement agency shall make the law enforcement officer available on the designated days of instruction.

2. The law enforcement agency shall ensure that the law enforcement officer receives certified drug abuse resistance instructor training as specified in sub. (4).

3. The law enforcement officer shall plan instruction and other related activities with the AODA program coordinator, building principal and classroom teacher.

4. The law enforcement officer shall conduct one-hour sessions which are, to the extent possible, held over consecutive weeks, that include the number of lessons specified in the training program under s. PI 32.08 (4).

5. The school district shall provide classroom space and allot one hour weekly for the drug abuse resistance education classroom instruction.

6. A department licensed school staff member shall be present in the classroom while the law enforcement officer presents the drug abuse resistance instruction.

(b) A budget which shall ensure and provide for the following:

1. A grant applicant shall use the grant to fund up to 100% of the cost of the classroom materials for the program in this section.

2. A grant applicant shall use the grant to fund not more than 80% of the costs of the contract in this section. The budget shall include a description of how the remaining 20% will be provided. Private and in-kind contributions may be used.

(3) Drug abuse resistance education instruction shall be provided by law enforcement officers employed by the county or city who have been specially trained to provide such instruction as specified in sub. (4). The law enforcement officers may use guest lecturers and others to assist in providing instruction.

(4) Law enforcement officers shall be trained in the delivery of the drug abuse resistance education program through the sheriff's department of a county having a population of 500,000 or more, or a program that provides comparable training as determined by DARE America.

**Note:** Information regarding comparable hours may be obtained by contacting the Training and Standards Bureau, Department of Justice, P.O. Box 7070, Madison, WI 53707-7070, (608) 267-6736.

**History:** Cr. Register, January, 1991, No. 421, eff. 2-1-91; am. (1) and (2) (a) 4., r. and recr. (4), r. (5), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.09 Grants for families and schools together programs.** (1) Under s. 115.361 (3), Stats., a school board may apply to the state superintendent for a grant to fund a families and schools together program designed to identify pupils who are 6 through 11 years of age who have a high risk of dropping out of school, experiencing alcohol and other drug abuse problems or being adjudged delinquent.

(2) In addition to the grant application requirements under s. PI 32.03 (2), the application shall include the following:

(a) A description of how the program in this section provides prevention and early intervention activities involving joint participation of school, family and community agencies, including mental health and alcohol and other drug abuse program specialists.

(b) A written plan of operation which may include a contract between the school board and a private, nonprofit organization for the families and schools together program.

(c) A budget which describes how grant funds will be used.

(3) (a) No grant may exceed \$50,000 for school districts with small and medium memberships, which includes districts with enrollments under 10,000.

(b) No grant may exceed \$70,000 for school districts with large memberships, which includes districts with enrollments of 10,000 or more.

**Note:** Form PI-1813, Application for Alcohol and Other Drug Programs, Project Grants/fast, may be obtained at no charge from the Department of Public Instruction, P.O. Box 7841, Madison, WI 53707-7841.

**History:** Cr. Register, January, 1991, No. 421, eff. 2-1-91; cr. (2) (c), r. and recr. (3), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.10 Grants for pupil alcohol and other drug abuse program projects.** (1) Under s. 115.361 (4), Stats., the state superintendent may award grants to a participating school district for alcohol and other drug abuse education, prevention or intervention programs designed by the pupils enrolled in the school district. No grant may exceed \$1,000.

(2) The application under this section shall include the following:

(a) A description of the program and activities to be developed and implemented by pupils and whether they are being implemented at a building, district or community level.

(b) An outline of the proposed program goals, objectives, activities, personnel to be involved, materials to be developed or acquired and related timelines.

(c) A description of how the proposed program activities will be evaluated to determine the extent to which the objectives were met.

(d) A budget which describes how grant funds will be used.

**Note:** Form PI-2391, Application for Alcohol and Other Drug Education Network, Student Alcohol and Other Drug Mini-Grants, may be obtained at no charge from the Department of Public Instruction, P.O. Box 7841, Madison, WI 53707-7841.

**History:** Cr. Register, January, 1991, No. 421, eff. 2-1-91; cr. (2) (d), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.11 Grants for after-school and summer school programs.** (1) Under s. 115.361 (5), Stats., a school board with the cooperation and support of a community-based organization, may apply to the state superintendent for a grant to fund an after-school or summer school program for pupils in grades 1 through 9. No grant may exceed \$30,000.

(2) In addition to the application requirements under s. PI 32.03 (2), the application shall include the following:

(a) A description of how the program in this section is coordinated with the school district's program for children at risk under s. 118.153, Stats., and the school district's AODA program.

(b) A description of the methods used to identify the special skills and interests of the pupils to be served in the program and the methods used to help them develop those skills and interests.

(c) A description of how retired teachers will be used in the program if the school district chooses to use retired teachers.

(d) A budget which includes a description of all cash or in-kind contributions which will be used to support the program. The amount of the grant awarded may not:

1. Exceed 80% of the cost of the project, including in-kind contributions.

2. Be used to pay more than 7% of the program administration costs of the school district.

(e) A description of how the program in this section will be coordinated with community-based organizations and how parents will be involved.

(f) A description of the tutoring program, including the number of teachers participating, teacher qualifications and number of pupils to be served.

(3) Grants shall be awarded to school boards as specified under s. 115.361 (5) (b), Stats., only if the following apply:

(a) The program identifies the special skills and interests of individual pupils and helps them develop those skills and interests.

(b) The program coordinates with the school district's program for children at risk under s. 118.153, Stats., and the school district's alcohol and drug abuse prevention program.

(c) The program includes a school tutoring program operated by the school board or the community-based organization for pupils in grades 1 through 9 who are one or more years behind their age group in reading, writing or mathematics or who exhibit other significant academic deficiencies, including poor school attendance or school work completion problems, based on written criteria adopted by the school board.

(d) The school district's dropout rate is higher than the state average.

(4) Preference in awarding grants to school districts shall be given to programs that use retired teachers.

(5) In determining whether to award a grant, the state superintendent may consider if any of the following applies to the program:

(a) The tutoring program provides at least one instructor for every 6 pupils.

(b) The school district supplies the instructional materials.

(c) The tutoring program serves at least 18 pupils each week.

Note: Form PI-1814, Application for Alcohol and Other Drug Programs, Project Grants for After School and Summer Programs, may be obtained at no charge from the Department of Public Instruction, P.O. Box 7841, Madison, WI 53707-7841

History: Cr. Register, January, 1991, No. 421, eff. 2-1-91; am. (2) (b), Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.12 Grants for school counselors, psychologists and social workers.** History: Cr. Register, January, 1991, No. 421, eff. 2-1-91; r. Register, September, 1996, No. 489, eff. 10-1-96.

**PI 32.13 Grants for youth alcohol and other drug abuse programs.** (1) Under s. 115.362 (2), Stats., school districts, or school districts on a cooperative basis with one or more school districts, CESAs or county handicapped children's education boards may apply to the state superintendent for a grant for any of the following:

(a) The development or expansion of a school district-wide, kindergarten through grade 12 curriculum in the prevention of and intervention in AODA.

(b) If a school district has a curriculum described in par. (a), the development or expansion of an AODA prevention and intervention program which shall include the following activities:

1. Teachers and other school staff members will receive training in the prevention of pupils' alcohol and other drug abuse.

2. A pupil assistance program shall be provided.

3. An alcohol and other drug abuse education curriculum for grades kindergarten through 12 as specified in s. PI 32.06 shall be developed and implemented.

4. Alcohol and other drug abuse instruction shall be provided to pupils as specified in s. PI 32.06 (1) (d).

5. Teachers and other school staff will be provided with release time from other duties in order to enable them to participate in training programs and in pupil assistance programs.

(2) The program developed under sub. (1) (b), to the greatest extent possible, shall involve pupils, parents, professional school staff, treatment professionals, law enforcement officers and court personnel in the development and implementation of the program activities conducted under this section.

(3) In addition to the application requirements under s. PI 32.03 (2), the application shall include the following:

(a) A description of how the school district will provide alcohol and other drug abuse related instruction to pupils as specified in s. PI 32.06 (1) (d).

(b) A description of pupil assistance program components currently operating in the district.

(c) A budget that describes the resources and funds necessary to implement the proposed program including the associated administrative costs.

(4) The grant applicant may not use the funds to supplant any funds which are otherwise available for the proposed project.

(5) Priority in awarding grants shall be given to grant applicants that have no pupil assistance program available.

Note: Form PI-1816, Application for Alcohol and Other Drug Programs, may be obtained at no charge from the Department of Public Instruction, P.O. Box 7841, Madison, WI 53707-7841.

History: Cr. Register, January, 1991, No. 421, eff. 2-1-91; r. (3) (b) and (c), renum. (3) (d) and (e) to be (3) (b) and (c) and am. (c), Register, September, 1996, No. 489, eff. 10-1-96.