

## Chapter PI 38

## GRANTS FOR STAFF DEVELOPMENT

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Note: Chapter PI 38 was created as ch. PI 44 as an emergency rule effective July 7, 1992.

**PI 38.01 Purpose.** Under s. 115.366 (1), Stats., the state superintendent shall award one-year grants to eligible school districts for staff development programs and shall allocate at least \$10,000 in the 1993-94 school year and at least \$25,000 in the 1994-95 school year to assist teachers licensed by the state superintendent in completing the courses necessary for certification by the technical college system board under s. 38.04 (4) (a), Stats. Under s. 115.366 (2), Stats., the state superintendent shall award grants to school districts, CESAs, and professional educational development consortia for staff development programs. This chapter sets forth criteria and procedures for awarding grants under each of these programs.

History: Cr. Register, June, 1993, No. 450, eff. 7-1-93; emerg. am., eff. 4-29-94; am. Register, October, 1994, No. 466, eff. 11-1-94.

**PI 38.02 Definitions.** In this chapter:

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

(2) "Professional educational development consortia" means a formal partnership of school districts or school districts in cooperation with a CESA, county handicapped children's education board, UW institution or other educational agency joined together for the purpose of providing staff development for school district personnel.

(3) "School board" has the meaning given in s. 115.001 (7), Stats.

(4) "Staff development program" means a program described under s. 115.366, Stats., which is designed to meet the needs of individuals involved in the school enterprise including school board members, school administrators, community members, parents, teachers, pupils and non-certified staff.

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

History: Cr. Register, June, 1993, No. 450, eff. 7-1-93; emerg. renum. (3) and (4) to be (4) and (3), eff. 4-29-94; renum. (3) and (4) to be (4) and (3), Register, October, 1994, No. 466, eff. 11-1-94.

**PI 38.03 Grants for staff development.** (1) Annually by May 1 preceding the school year for which the grant is to be awarded, an applicant under s. PI 38.04 or 38.05 shall submit an application to the state superintendent. The application shall be developed with significant input from teachers and shall include all of the following information:

(a) Signatures, names and titles of individuals who developed the grant application.

(b) A description of how the program will enhance or change the school district's current staff development plan.

(c) A description of the proposed program, including the rationale, goals and objectives.

(d) A description of the program activities to be completed during the duration of the program, with a timetable for completion of each major activity.

(e) A description of how the program is innovative or exemplary and might serve as a model for other applicants.

(f) A description of how area community members, parents, teachers, school board members, pupils, school administrators, and non-certified staff are involved in planning and implementation of the program and how staff will benefit from the program.

(g) A description of how the program will enhance pupil learning.

(h) A description of the evaluation plan including the indicators used to measure the achievement of the program goals and objectives.

(i) A description of the school district's capacity to continue the program after the grant period is completed.

(j) A description of the total cost of the proposed program including both of the following:

1. The identification of resources used to contribute to 25% of the cost of the proposed program as required under s. 115.366 (3) (c), Stats. In-kind contributions may not be used to meet the 25% contribution.

2. The amount, if any, the collective bargaining unit described under s. 115.366 (4), Stats., will contribute to the cost of the proposed program. An application submitted by a cooperative educational service agency or a professional development consortium may receive a contribution under this subdivision from more than one collective bargaining unit.

(L) Any other requirements in ss. PI 38.04 and 38.05.

(2) (a) For allocations of grant funds made by the state superintendent in the 1993-94 school year, an applicant under s. PI 38.055 shall submit an application to the state superintendent by May 1. For allocations of grant funds made by the state superintendent during the 1994-95 school year, an applicant under s. PI 38.055 shall submit an application to the state superintendent prior to the semester in which he or she plans to take a course described under s. PI 38.055 (2) or no later than May 1, 1995, if he or she plans to attend a course offered during the summer of 1995.

(b) An application submitted under s. PI 38.055 shall include all of the following information:

1. The name of the teacher seeking technical college system certification.

2. The title of the course or courses taken by the teacher.

3. The number of course credits.
4. The total cost of course credits, including how the applicant will contribute to 25% of the cost of the credits.
5. The amount, if any, the collective bargaining unit described under s. 115.366 (4), Stats., will contribute to the cost of the proposed program. An application submitted by a cooperative educational service agency or a professional development consortium may receive a contribution under this subdivision from more than one collective bargaining unit.

**Note:** Form PI 8503-WTCS, Staff Development Program Grants for Wisconsin Technical College System Certification Courses, may be obtained at no charge by writing to the Wisconsin Department of Public Instruction, Bureau for Vocational Education, P.O. Box 7841, Madison, WI 53707-7841.

(3) A grant recipient under this chapter shall provide for all of the following:

(a) An assurance that the grant awarded under this chapter will not be used to supplant or replace funds otherwise available for staff development.

(b) An assurance that the grant awarded under this chapter will not exceed 75% of the cost of the program funded under this chapter.

(c) An assurance that program and related materials will be made available to interested schools and other educational institutions at a reasonable cost.

**Note:** Form PI 8503, Application for Staff Development, may be obtained at no charge by writing to the Wisconsin Department of Public Instruction, Bureau for School Improvement, P.O. Box 7841, Madison, WI 53707-7841.

**History:** Cr. Register, June, 1993, No. 450, eff. 7-1-93; emerg. r. (1), emerg. renum. (2) to be (1) and am. (intro.) and (j), emerg. cr. (2), eff. 4-29-94; r. (1), renum. (2) to be (1) and am. (intro.), (j), cr. (2), Register, October, 1994, No. 466, eff. 11-1-94.

**PI 38.04 One-year grants to school districts.** (1) A one-year grant may be made to school districts which meet the criterion specified under s. 115.366 (1) (b), Stats., to develop a staff development program under this section.

(2) Program components which may be funded under this section include the following:

(a) Developing a comprehensive, systematic, on-going project designed for staff to acquire knowledge, skills and practices for the benefit of pupils and which includes one or more of the following phases:

1. Readiness of participants in the program.
2. Planning of the program.
3. Implementation of the program.
4. Evaluation of the program.
5. Refining of the program.

(b) Developing a project designed to implement state and local initiatives such as school restructuring, school-to-work transition, pupil assessment issues, multicultural education, early childhood education or other areas.

(c) An integration of pars. (a) and (b).

History: Cr. Register, June, 1993, No. 450, eff. 7-1-93.

**PI 38.05 Grants to school districts, CESAs and professional educational development consortia.** (1) A grant may be made to school districts, CESAs and professional educational development consortia to fund a staff development program under this section.

(2) Program components which may be funded under this section include the provisions specified under s. PI 38.04 (2).

History: Cr. Register, June, 1993, No. 450, eff. 7-1-93.

**PI 38.055 Funding for teacher certification by the technical college system board.** (1) The amount allocated under s. 115.366 (1) (a) 2, Stats., may be awarded to school districts to assist teachers who are currently teaching at the secondary level and licensed by the state superintendent to assist in completing the courses necessary for certification by the technical college system board under s. 38.04 (4) (a), Stats.

(2) Courses that may be funded under this section are philosophy of the technical college system and guidance and counseling.

(3) Courses funded under this section by grant funds allocated by the state superintendent during the 1993-94 school year shall be taken during the period beginning on June 1, 1994, and ending on August 31, 1994.

(4) Courses funded under this section by grant funds allocated by the state superintendent during the 1994-95 school year shall be taken during the period beginning on September 1, 1994, and ending on August 31, 1995.

History: Emerg. cr. eff. 4-29-94, cr. Register, October, 1994, No. 466, eff. 11-1-94.

**PI 38.06 Review of applications and awarding of grants.** (1) The state superintendent shall review the applications submitted under this chapter and shall determine which of the applications eligible for funding will receive grants.

(2) (a) The state superintendent shall give priority in awarding grants under ss. PI 38.04 and 38.05 to programs that are funded at least 25% by a collective bargaining unit described under s. 115.366 (4), Stats., and which best meet the following criteria:

1. The extent to which teachers are involved in the program development and activities.

2. The extent to which the proposed program is developed and operated in cooperation with other eligible school districts under s. PI 38.04 or other educational agencies listed under s. PI 38.05.

3. The extent to which the goals and objectives relate to the purpose of the proposed program.

4. The extent to which the program activities are appropriate to the goals and objectives of the proposed program.

5. The adequacy of the timeline for completion of each major activity and the extent to which continuation of program activities is ensured after the grant period is completed.

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6. The extent to which the program is innovative or exemplary.

7. The extent to which the program activities will enhance pupil learning.

(b) The state superintendent shall apply secondary criteria in awarding grants as follows:

1. To the extent possible, the grants shall be distributed equally throughout the state.

2. To the extent possible, grants shall be awarded to school districts of varying sizes, as determined by enrollment.

(3) (a) The state superintendent shall allocate funds under s. PI 38.055 as specified under s. 115.366 (1) (a) 2, Stats. If adequate funds are not available, grants shall be made on a first-come, first-served basis.

(b) Priority in awarding grants under this subsection shall be given to programs that are funded at least 25% by a collective bargaining unit described under s. 115.366 (4), Stats.

(c) Grants may be awarded under this subsection only if the applicant submits a transcript by August 15 indicating credits have been earned for the course or courses taken by the teacher.

**History:** Cr. Register, June, 1993, No. 450, eff. 7-1-93; emerg. renum. (2) and (3) to be (2) (a), (b) (intro.) and am., emerg. cr. (3) eff. 4-29-94; renum. (2) and (3) to be (2) (a) and (b) (intro.) and am., cr. (3), Register, October, 1994, No. 466, eff. 11-1-94.