



# State of Wisconsin Department of Public Instruction

Elizabeth Burmaster, State Superintendent

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Date: November 16, 2007

To: School District Administrators  
CESA Administrators

From: Carolyn Stanford Taylor, Assistant State Superintendent  
Division for Learning Support: Equity and Advocacy

Subject: 2007-09 Wisconsin School Nursing Grant Program

The 2007-09 Wisconsin biennial budget contains a new provision for the Department of Public Instruction to award grants for school nursing services on a competitive basis. This memo outlines the guidelines for these grants. A total of \$250,000 is available for these grants in each of 2007-08 and 2008-09.

**Purpose:** Under ss. 115.28 (47), Wis. Stats., the Department of Public Instruction is required to provide grants on a competitive basis to school districts to employ additional school nurses or contract for additional nursing services. More specifically, the grants are designed to address school districts' needs for school nursing services based on factors such as current availability of school nursing services, pupils' special health care needs, and the proportion of pupils in low-income households.

**Eligible and priority applicants:** A school board, alone or in cooperation with another school board, may apply for a grant under this program. Milwaukee Public Schools is not eligible to apply. Due to the limited funding available, school districts with at least one school with a population of students of whom at least 70% are eligible for free or reduced lunch will be given high priority, if the students of that school are to be served by this program.

**Grant period:** Initial grants shall be for the period of January 1 through June 30, 2008. Grantees showing adequate progress will be eligible for a second grant for the period of July 1, 2008, through June 30, 2009.

**Amount of the grant awards:** DPI will award up to \$75,000 per application. A total of four to eight awards is anticipated.

**Application due date:** All applications must be received by the department by 4:30 p.m. on December 14, 2007.

**Application contents and availability:** Each application requests the following information:

1. Evidence of need for the grant, including current nurse to pupil ratios and chronic health needs of students.
2. A description of the schools to be served by enhanced school nursing services.
3. A description of the types of school nursing services to be provided.
4. A description of how the effectiveness of the services will be summarized in a report to the department.
5. An assurance that the funds will not be used to supplant existing school nursing services.
6. A budget.

The grant application form will be available by November 30, 2007, on the department's webpage at: <http://www.dpi.wi.gov/sspw/schlnurse.html>.

**Allowable activities:** School districts must hire a school nurse or contract for school nursing services. A school nurse means a nurse registered in Wisconsin with a baccalaureate degree in nursing. A school district may, *in addition to* hiring or contracting for a part- or full-time school nurse, hire or contract for the services of nursing staff with less than a baccalaureate degree. The proposal must include school nursing services for students of one school in which at least 70% of students are eligible for free or reduced lunch and may include services for students from other schools in the district.

The school nurses and other nurses hired or contracted for under this grant must carry out school nursing services. The domain of school nursing includes activities such as: population assessment, management of acute and chronic care, medication administration, immunization and communicable disease care, injury control, physical assessment and screening, health education and promotion, case management, and advocacy for health and safety of our children and youth in the school setting. The nurses hired or contracted for under the grant program are not required to carry out all of the duties, but may be guided by the most pressing health needs of students.

**Review of applications and awarding of grants:** A panel will review applications and make recommendations to the State Superintendent regarding which of the applications should be eligible for funding. The review will be based upon the following primary criteria:

1. Need for the grant. Factors include:
  - a. Number of pupils from low-income families.
  - b. Ratio of pupils to nurses.
  - c. Rates of chronic health problems among pupils.
2. The extent to which the proposed school nursing services will meet identified student health needs.
3. The extent to which the application describes appropriate methods for reporting the effectiveness of the proposed school nursing services.

If you have any questions regarding this matter, please contact Rachel Gallagher, School Nursing and Health Services Consultant, at 608-266-8857 or [rachel.gallagher@dpi.state.wi.us](mailto:rachel.gallagher@dpi.state.wi.us), or Douglas White, Director of Student Services/Prevention and Wellness, at 608-266-5198 or [douglas.white@dpi.state.wi.us](mailto:douglas.white@dpi.state.wi.us).