

Safe & Drug Free Schools (SDFS) Overview and Application Instructions

Overview

SDFS PROGRAM OVERVIEW

This is a program that supports districts and schools establish and maintain a safe and positive learning environment before, during, and after school. This program provides technical assistance, guidance, and support on bullying, violence, drug, and alcohol prevention – addressing youth risk behaviors and assists with emergency operations and crisis prevention.

HOW DISTRICT/SCHOOL FUNDING IS CALCULATED

The Idaho legislature has allocated funds for school districts and charter schools to implement substance abuse prevention measures and school safety improvements. The funding is based on a formula – base amount of \$2,000 for every district and charter school plus a prorated amount based on the prior year's Average Daily Attendance (Typically around \$12.00 per student, it is approximately \$13.00 per student for SY 2024/25).

WHERE SDFS FUNDING COMES FROM

The funding for SDFS is generated through taxes on tobacco products and lottery winnings. The revenue is dependent upon the sales and winnings, which can be difficult to approximate. Given this variability, applications are reviewed, approved, and funded as revenue is available. If revenue is not available to fund approved applications, payments will be made as soon as the revenue is sufficient.

HOW FUNDING IS DISTRIBUTED

SDFS funding is distributed twice a year in the form of a direct payment to the district or charter school. SDFS funds are not distributed via drawdown reimbursements. Funding is typically distributed in January and May, though due to the variability of funding sources, these times may change from year to year.

SDFS SDE APPLICATION

SDE asks districts/schools to submit data regarding the state policy on Persistently Dangerous Public Elementary School or Secondary School Designation annually via the <u>SDFS Application</u>. The application is simple, straightforward, and inclusive of all mandatory data elements used to inform the SDE's work keeping Idaho schools safe and drug free. The data that is reported is *from the previous school year's data*. Districts/schools must submit their data by December 31. *Please see the last section of this document for detailed instructions on how to complete the application*.

LIMITS ON HOW SDFS FUNDS CAN BE SPENT

All expenses should follow the intent of the original legislation of <u>House Bill 629 (2020) Section 5</u> stating that "Such funds shall be used to develop and implement school safety improvements and/or to facilitate and provide substance abuse prevention programs in the public-school system." If unsure about allowability of a potential use of funds, please confirm with SDE before purchases are made.

II Allowable Expenses

EXAMPLES OF ALLOWABLE AND UNALLOWABLE EXPENSES

The tables below includes a list of common allowable and unallowable expenses, however, this is not an exhaustive list. Please confirm allowability before spending SDFS funds if uncertain about allowability.

Student Programs

Examples Include: Idaho Drug Free Youth, Natural Helpers, Student Assistance Programs, Toward No Drugs, Teens Against Tobacco Use, Kindness Campaigns, Sources of Strength etc.

Cost	Status	Notes
DARE Curriculum	ALLOWABLE	
Anti-Bulling curriculum	ALLOWABLE	
Kindness Campaigns	ALLOWABLE	
Sources of Strength	ALLOWABLE	

Cost	Status	Notes
STEM Curriculum	UNALLOWABLE	
CATCH PE Curriculum	UNALLOWABLE	

Personnel Focused on School Safety

Examples Include: Truancy officers, school resource officers, prevention specialists, counselors etc.

Cost	Status	Notes
SDFS Supervisor/Coordinator	ALLOWABLE	
School Resource Officer	ALLOWABLE	
DARE Officer	ALLOWABLE	
Playground Assistants	ALLOWABLE	Additional supervision to minimize bullying, decrease safety hazards etc.
School Librarian	UNALLOWABLE	
Background Checks for All Staff	UNALLOWABLE	Considered part of a standard hiring process, not an addition to increase safety.
Raptor ID Check / Digital Fingerprint Reader	ALLOWABLE	Increases efficiency of safety protocols

Training Focused on School Safety

Examples Include: Idaho prevention and support conference, school climate improvement, crisis intervention, emergency operations, tabletop exercises, etc.

Cost	Status	Notes
Prevention Conference	ALLOWABLE	
Emergency and Safety Planning	ALLOWABLE	
Anti-Bullying/Harassment Training	ALLOWABLE	
Title IX training	ALLOWABLE	
Travel to/From Trainings	ALLOWABLE	

Cost	Status	Notes
Staff Leadership Training	UNALLOWABLE	Does not fall in line with intent of legislation to increase student safety.
Core Curriculum Building	UNALLOWABLE	

Supplies / Equipment Related to School Safety

Examples Include: Emergency communication devices, access control measures, surveillance tools, monitoring software, etc.

Cost	Status	Notes
Monitoring Software	ALLOWABLE	
Surveillance Cameras / Motion Sensors	ALLOWABLE	Surveillance cameras placed in areas with higher incidents of bullying, violence etc.
Keyless Entry Systems	ALLOWABLE	
Entrance Door Replacement	ALLOWABLE	
Faculty Golf Cart	UNALLOWABLE	
Improvements (parking, streets etc.) outside the school building	UNALLOWABLE	Funds must be used within school facility

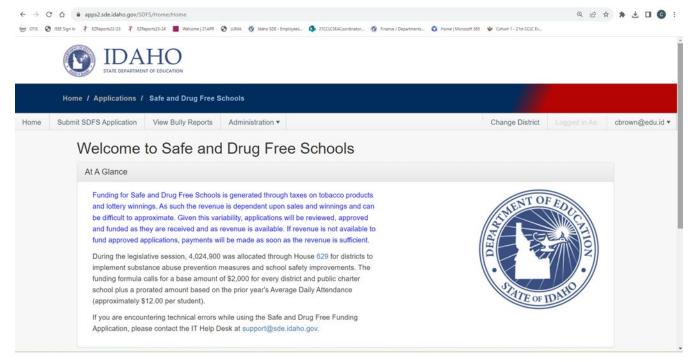
III Application Instructions

SDFS APPLICATION PROCESS

SDE asks districts/schools to submit data regarding the state policy on Persistently Dangerous Public Elementary School or Secondary School Designation annually via the <u>SDFS Application</u>. The data that is to be reported is *from the previous school year's data*. Districts/schools must submit their data by December 31.

Step 1

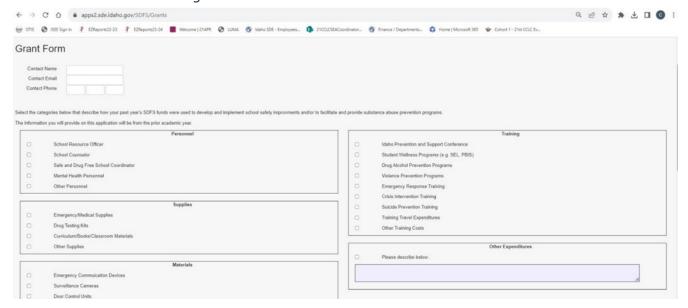
ISEE Safe and Drug Free Schools Application



Log into ISEE, then choose the Safe and Drug Free School (SDFS) Icon to get to the SDFS Application Home Page. From the above page, Click on Submit SDFS Application, then choose your district from the drop-down menu.

Step 2

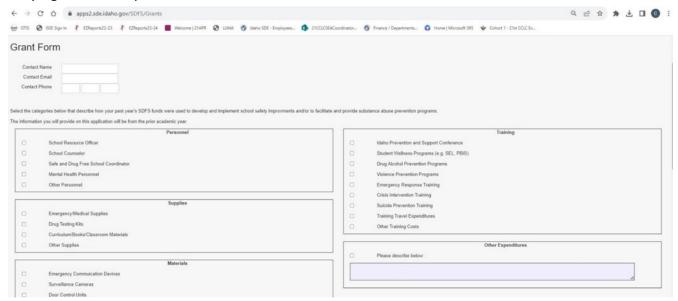
Previous Year's SDFS Funding



Enter the SDFS Contact Name, Email Address and phone number. Then check the boxes to best explain how SDFS funds were spent during the PREVIOUS year to implement school safety improvements and/or facilitate and provide substance abuse prevention programs.

Step 3

Bullying Incident Report

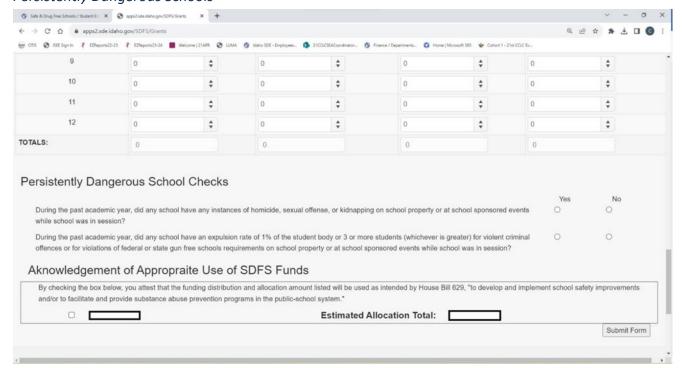


Complete the Bully Incident Report by entering the number of bullying incidents district-wide for each of the categories listed.

Note: Bullying is defined as intentional, repeated hurtful acts, words, or other behavior such as name-calling, threatening and/or shunning committed by one or more persons against another. Bullies use power to assert control over others and bullying can occur electronically. Only include incidents that prompt a formal response (removal from class, meeting with administrator, detention, suspension, etc.).

Step 4

Persistently Dangerous Schools



Answer the items listed under Persistently Dangerous School Checks, and review and co	onfirm the	e
Acknowledgement of Appropriate Use of SDFS Funds.		

Once complete, click Submit Form.

For Questions Contact:

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