

School Building _____

School District _____

**Wisconsin Department of Public Instruction
Student Services/Prevention and Wellness**

Alcohol and Other Drug Use/Abuse (AODA) Prevention Program Assessment Tool

Purpose: This assessment is designed to assist schools and school districts identify gaps and successes in AODA Primary Prevention Programming. This tool is best utilized when individual buildings complete the assessment as compared to completion of the assessment by district. The indicators contained within the document are recognized as “Best Practices” for assessing AODA Prevention Programs and Strategies and consists of six components: School Environment, Curriculum and Instruction, Student Programs, Pupil Services, Adult Programs, and Family and Community.

Recommended Conditions for Completion of the Assessment by a School/District.

1. Key stakeholders/decision-makers in the school/district have identified AODA Prevention as a need.
2. Specific Components of this Assessment Tool have been identified for Prevention Programming by key stakeholders/decision-makers of the school/district.
3. Key decision-makers of school/district will participate in the completion of the AODA Prevention Program Assessment and support the development and implementation of an Action Plan.
4. District/school staff, students, **parents and community representatives** have agreed to participate in the AODA Prevention Program Assessment Planning/Action Process.

Assessment Tool Completion Options:

1. **Team Completion:** Designed for completion of the assessment by a team of individuals who have knowledge of policies, procedures, curricula, programs, professional development and community initiatives related to AODA prevention in the district/school. The team should include building administrators, district administrators, teachers, AODA coordinators, pupil services staff, parents, students and community representatives. The team would meet and complete the Assessment Tool as a group and then arrive at consensus on indicator ratings. Group would then set priorities for prevention programming.
2. **Component Completion:** Designed for completion of the assessment by individuals who have knowledge of a component area (e.g... pupil services staff would complete pupil services component, curriculum coordinator/health teacher completes curriculum and instruction component, building administrator completes school environment component etc.).The Assessment Coordinator would then compile the results and convene a meeting of appropriate individuals to arrive at consensus on priorities for prevention programming.
3. **Individual Completion:** Designed for completion of the assessment by individuals who have knowledge of the district’s/school’s AODA Prevention Program. Appropriate individuals would complete all six components of the tool and then meet to arrive at

consensus on indicator ratings. Assessment Coordinator would compile results and convene a meeting to set priorities for prevention programming.

Components: The Prevention Program Assessment contains the following components:

Component A. School Environment assesses policies/procedures and practices related to Alcohol and Other Drugs.

Component B. Curriculum & Instruction assesses AODA prevention curricula and instructional strategies for evidenced-based practices/approaches.

Component C. Student Programs assesses AODA prevention activities available to students.

Component D. Pupil Services assesses AODA prevention/intervention services provided by school-based staff and community partners.

Component E. Adult Programs assesses AODA professional development opportunities available to district/school staff.

Component F. Family and Community assesses involvement of parents/guardians and the community in the AODA prevention program.

Rating of Indicators: A scale of **2, 1, and 0** is used to rate component indicators:

2 = Indicator has been **fully** implemented in the district/school.

1 = Indicator is **partially** implemented in the district/school.

0 = Indicator has **not been implemented** in the district/school.

Don't Know = **Lack sufficient** knowledge to rate indicator.

Examples Column = Identifies an **example(s)** of the indicator in the district/school.

Comments Column = Provides **space** for comments/notes/ relevant to the rating of the indicator and used for **reference**.

Component Summary Report = If completing the **On-Line** version of the Tool the Component Summary Report provides a summary of the indicator ratings categorized in the following manner:

1. **Rating of 2** = District/school is doing well in this area.
2. **Rating of 1** = District/school has done some work in this area but needs more attention.
3. **Rating of 0** = District/school has gaps in this area.

If completing the **Hard Copy** version of the Assessment an individual or team will need to collect all completed assessments and compile a Component Summary Report by hand.

Following completion of the previous step it is recommended a team meet for the purpose of prioritizing areas of focus and begin the process of developing AODA Prevention outcome objectives.

Web-Based Resources to assist districts/schools with completion of the AODA Prevention Program Assessment Tool can be found at:

<https://dpi.wi.gov/sppw/aoda> scroll down to **AODA Assessment Tool**

Resources for:

- AODA Assessment Tool (hard copy)
- AODA Assessment Tool (web link)
- AODA Assessment Tool Glossary
- AODA Assessment Tool Frequently Asked Questions