



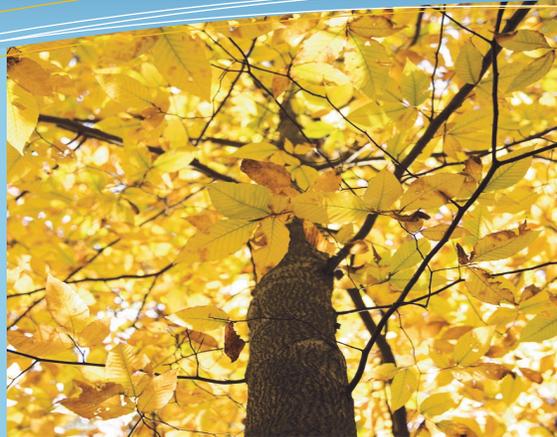
A MONTHLY JOURNAL  
FOR IOWA EDUCATORS

# School Leader Update

September 2011

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## Norwalk teacher is 2012 Iowa Teacher of the Year

Charity Campbell, a Norwalk physical education teacher known for her leadership, high expectations and can-do spirit, is the 2012 Iowa Teacher of the Year, Gov. Terry Branstad announced Sept. 1 at a school assembly.

Campbell teaches 6<sup>th</sup> and 7<sup>th</sup> grade P.E. at Norwalk Middle School. She also mentors other teachers and is the girls' varsity track coach at Norwalk High School. Campbell says she loves to motivate all students.

"I want them to love physical education and to understand why we do it," Campbell, 37, said.

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## Roadmap for Iowa education takes shape

Fall is my favorite season. It brings colorful landscapes and cool breezes, Friday night lights, a special time to give thanks, and a sense of hope and optimism for what the school year has in store.

In my first autumn as an Iowan, I will continue to come together with dedicated teachers, school administrators, parents, policymakers and others who share in the goal to remodel Iowa's education system into one of the world's best.



Jason Glass, Director

Together, we will ride the wave of momentum that arose from this summer's Iowa Education Summit toward a clear path to improvement. Our focus will remain on three key areas, which are the characteristics shared by the highest-performing education systems in the world:

- Clear standards with high expectations and fair measures for results.
- Great teachers and leaders who are provided the tools they need to be successful.
- The spirit of innovation, which drives us to take on new approaches, to learn from them and to keep getting better.

The path to improvement will take shape this fall. By early October, the Branstad-Reynolds administration and I expect to release a blueprint for Iowa's education remodel.

Because we expect that some parts of the blueprint will call for statutory authority, work on draft legislation will take place throughout November and December so that we're well-positioned when Iowa lawmakers convene for the 2012 session in January.

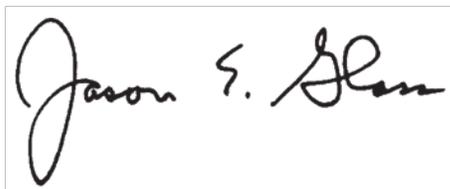
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## ***continued from page 1 ... Roadmap for Iowa education takes shape***

The education system remodel will be ambitious, but we are not starting from scratch. Iowa already has a strong foundation, with many good schools and a proud tradition of educational excellence.

As we set out to transform Iowa's good schools into great schools, I promise you: There will be wins for everyone. In turn, we also must be willing to give up some things – to let go of things that in the past would have been deal-breakers.

Please join me in an open-minded effort to remodel our house of education into one that leads the world. Let's set aside our differences and focus on what we all share: A deep commitment to Iowa's children and the future of this state.



## **We have some thoughts on 21st Century thinking**

Iowa is a state affiliate member of the Partnership for 21<sup>st</sup> Century Skills (P-21). P-21 has created two useful tools for promoting 21<sup>st</sup> century thinking:



1. *Above and Beyond* is an animated film to promote the concept of 21<sup>st</sup> century thinking. The video is located at [http://www.p21.org/index.php?option=com\\_content&task=view&id=1007&Itemid=239](http://www.p21.org/index.php?option=com_content&task=view&id=1007&Itemid=239).
2. A new toolkit for working with the Common Core also is available at [www.p21.org/index.php?option=com\\_content&task=view&id=504&Itemid=185](http://www.p21.org/index.php?option=com_content&task=view&id=504&Itemid=185). Lessons and work from National Teacher of the Year Sarah Brown Wessling of Johnston were submitted for this tool kit. (Other publications or video from Iowa educators will be used in future publications or online repositories.)

Other P-21 publications can be found at that second link. For example, the Milestones in Learning and Education (MILE) guide is a rubric that schools can use to self-assess progress toward becoming a 21<sup>st</sup> century school. Other publications include work on Career and Technical Education (CTE) and the arts. As an affiliate state, we have representation on the work teams to produce these publications.

Recently, Iowa received an award from P-21 for our work through the Teacher Quality Partnership grant. Although the grant includes work toward an electronic portfolio for teacher and student work, the award primarily recognizes the wide variety of partners and the promise of working with not just teacher preparation but Local Education Agency (LEA) administrators, mentors and educational administration programs and content areas at the university. (Grant Partners: University of Northern Iowa, Stanford University School Redesign Network with Ray Pecheone and Linda Darling-Hammond, UCLA/CRESST with Margaret Heritage, Area Education Agencies and small, rural, high-needs schools.)

For more information, check the website at [www.p21.org](http://www.p21.org) or contact Sandra Dop at 515-281-0127 or [sandra.dop@iowa.gov](mailto:sandra.dop@iowa.gov).

# Regional Academy statute and process changes

Note: There have been changes to the statute and some processes for regional academies.

**Statute:** Legislation changed the language related to regional academies. Although the supplementary weighting requirements related to regional academies in 257.11(2)"d" did not change, there are changes to Chapter 261E that will have some impact on supplementary weighting. Student access to a regional academy has been expanded from grades 9-12 to grades 7-12. Multiple school districts sending students to the regional academy is still required. The types of partners working with the regional academy has expanded, and the purpose of a regional academy has been further defined: To build a culture of innovation for students and community, to diversify educational and economic opportunities by engaging in learning experiences that involve students in complex, real-world projects, and to develop regional or global innovation networks.

**Processes:** If leaders of a district that hosts a regional academy want to request a waiver or modification to any statutory or regulatory provision applicable to school districts, they must submit a plan to the Iowa Department of Education (DE) for approval, and that plan must meet the criteria included in IC 261E.9.

Additionally, all districts participating in a regional academy shall enter into an agreement on how the funding generated by the supplementary weighting received by both the sending and the hosting districts shall be used. That agreement shall be submitted to the DE for approval by Nov. 1 (after 2011, the due date will be October 1). This includes both current and new regional academies. Iowa Code also requires that the School Budget Review Committee (SBRC) must review supplementary weighting and certify it to the Iowa Department of Management. The SBRC will handle the requests for supplementary weighting in early December. The regional academy host shall send a copy of the signed agreement to Jeff Berger, deputy director at DE. Each agreement shall be accompanied by a copy of the board minutes published pursuant to Iowa Code section 279.35 showing action taken on the agreement by the board of each participating school district. For more information, please contact Jeff Berger at (515) 281-3968 or [jeff.berger@iowa.gov](mailto:jeff.berger@iowa.gov).

## Coming your way: Response to Intervention (RtI)

In order to promote higher achievement for all, the Iowa Department of Education (DE) supports Response to Intervention (RtI). RtI is a decision-making framework to judge the overall health of one's educational system, to provide supports to students who need it and to measure whether these supports are making a difference. The Iowa Core defines the content. RtI helps educators understand how well the content is being learned.

Iowa's schools have a long history of high achievement and innovation. Precursors to RtI in Iowa are Instructional Decision Making (IDM) for academics and Positive Behavioral Interventions and Supports (PBIS) for behavior. School leaders already engaging in IDM or PBIS will find that the emphasis on RtI will be to ensure that data tools and interventions are evidence-based, and having more consistent data statewide so that evaluation can take place at the state level.

Some AEA and school leaders who are studying RtI or developing RtI action plans want to know if their plans align with what the state will support. While there are some differences in how experts package RtI, most models or processes will have a moderate-to-high alignment with evidence-based RtI processes that will be supported by the DE.

The DE has work groups developing data entry and reporting systems, evaluating published assessment tools, and building libraries of proven practices to support universal, targeted and intensive instruction in reading (2012), mathematics (2013), and behavior (2013). Information on RtI will start appearing on the DE website this month, and will be updated frequently with information for parents, teachers, administrators and other stakeholders in education.

## Site visit training for the 2011-12 school year

A site visit training video will be posted on our website by early October for people (district personnel, team members, and Area Education Agency personnel) who are unable to attend the face-to-face trainings listed below. A training audio also will be posted on a combined school improvement/equity visit. The trainings will be posted at the following:

[http://www.educateiowa.gov/index.php?option=com\\_content&view=article&id=2038&Itemid=2683](http://www.educateiowa.gov/index.php?option=com_content&view=article&id=2038&Itemid=2683).

Districts receiving an equity visit are encouraged to attend a face-to-face training opportunity at the Grimes State Office Building, State Board Room, on Wednesday, Sept. 21, from 1 to 3:30 p.m.

School improvement consultants will offer site visit trainings in person in each AEA early in September and October.

See table below:

Local Site Visit Training Opportunities			
Consultant	Date	Time	Location
Holly Barnes	9/7/11	12:30-3:00	Keystone AEA, Elkader, Room D1
Barb Byrd	9/14/11 10/5/11 9/28/11	9:30-11:30 1:00-3:00 9:30-11:30	GPAEA, Ottumwa office GPAEA, Ottumwa office GPAEA, Burlington office
Elizabeth Calhoun	9/1/11	12:30 - 2:00	NW AEA-LeMars CSD, Administrative Offices
Holly Barnes	9/8/11	12:30-3:00	Mississippi Bend AEA, Bettendorf-Cedar Room
Holly Barnes & TBD	9/21/11	9:30-11:30	AEA 267 Cedar Falls office-polycom available for Marshalltown and Clear Lake sites
Holly Barnes & TBD	9/21/11	1:00-3:00	AEA 267 Clear Lake office-polycom available for Marshalltown and Clear Lake sites
Barb Byrd & TBD	10/4/11	9:30-11:30	GWAEA Conference Center-Cedar Rapids
Beth Happe	9/7/11	1:00-2:30	Prairie Lakes AEA-Pocahontas
Beth Happe & TBD	9/6/11	1:00-3:30	Heartland AEA-Johnston-Room 13 A & B
Janet Boyd	9/13/11	10:00-12:00	GHAEA, Harlan, Iowa Western CC-Room 113
	9/14/11	10:00-12:00	GHAEA, Glenwood
	9/15/11	10:00-12:00	GHAEA, Creston

## A few updates on open enrollment

Open enrollment “receiving” districts will bill resident districts at a rate of \$5,883 for the 2011-12 school year. The tuition payments shall be paid to the receiving district on a quarterly basis. Billing for special education students is actual cost calculated at a per diem rate. The following is additional information:

Please note that because of *zero allowable growth* in 2011-12, we have an unusual situation in that the state cost per pupil in the current year is the same amount as the state cost per pupil in the prior year. Also, in many districts, the district cost per pupil in the current year is the same amount as the state cost per pupil in the prior year. Even though this could be confusing, the open enrollment tuition to be paid during the 2011-12 school year is the prior year’s state cost per pupil, which is \$5,883.



**Partial-year billing:** In the event that the pupil who is under open enrollment withdraws from school, moves into the district of attendance, moves out of state, moves to another district in the state of Iowa and elects to attend that district, graduates at mid-year, is allowed to return to the district of residence during the school year, or other similar set of circumstances that result in the pupil no longer attending in the receiving district, payment of cost per pupil will be prorated.

Resident districts cannot be billed for tuition, special education or transportation assistance for students who open enroll after count date.

**Transportation Assistance:** The rate for transportation assistance will be available in December. Students who open enroll from one district to another may be eligible for transportation assistance if they qualify under the federal income guidelines. See the *Open Enrollment Handbook* on the Iowa Department of Education website at [http://www.educateiowa.gov/index.php?option=com\\_content&view=article&id=649&Itemid=1336](http://www.educateiowa.gov/index.php?option=com_content&view=article&id=649&Itemid=1336).

These guidelines are NOT the same as the guidelines for free and reduced fees.

If a student qualifies, the resident district may discharge this obligation in one of three ways:

1. The resident district may actually provide transportation for the pupil(s) to a stop on the bus line of the receiving district.
2. The resident district may allow the receiving district to enter the resident district to pick up the pupil(s) if the receiving district wishes to. (Failure of the receiving district to decide to do this will not discharge the resident district's obligation for transportation assistance.)
3. The resident district may provide a parent/guardian reimbursement a stipend.

For additional information contact Elizabeth Calhoun at 515-281-8170 or [elizabeth.calhoun@iowa.gov](mailto:elizabeth.calhoun@iowa.gov).

## Diversify your foreign language offering: Chinese

Iowa school leaders who want to add Mandarin dialect and Chinese culture to their curricula have an opportunity. The Iowa Department of Education, U.S. Education Without Borders and the Beijing Oriental International Education Consulting Service Company are providing Iowa school districts a teacher exchange program.

Chinese teachers will spend at least a year in an Iowa middle or high school. The local school district hires the visiting teacher in accordance with all other local policies in terms of salary scale, licensure, and local system requirements. In addition, Iowa teachers interested in teaching English in the People's Republic of China are encouraged to explore opportunities through the exchange program.

Districts interested in getting a Chinese teacher – or Iowa teachers interested in teaching in China – may contact Cheryl Mullenbach at 515-494-5610 or [cheryl.mullenbach@iowa.gov](mailto:cheryl.mullenbach@iowa.gov).



## Iowa Energy Summit 2011 comes to Ames in October

Every year, the Iowa Association for Energy Efficiency (IAEE) provides a conference that informs and motivates participants. The 2011 Iowa Energy Summit in Ames is an opportunity to bring several areas of energy efficiency into one venue.



Last year, more than 200 people attended the conference. Participants represented utility companies, engineering firms, facility management, schools, architectural firms, manufacturing, etc. The conference allows participants to expand their knowledge about related topics and provides an update on the work of various organizations striving to improve energy efficiency in Iowa.

The speakers and presenters are carefully selected to give each attendee a broader view to spark new ideas participants can take with them and incorporate into their own new and existing projects. This year come and hear what Bettendorf schools did to reduce energy use by 16 percent and win recognition from ENERGY STAR. Learn about the Iowa B3 Energy Benchmarking system for Iowa's public buildings and much more. Go to the IAEE website at [www.iowaenergy.org](http://www.iowaenergy.org) for the agenda or to register.



# Workplace safety: Important — and required

Though the Iowa Department of Education (DE) does not require safety trainings, other state and federal agencies do require certain trainings. Federal agencies requiring trainings are OSHA and EPA. Iowa Division of Labor Services (<http://www.iowaworkforce.org/labor/iosh/index.html>) is the state agency that requires training to protect employees. Area Education Agencies (AEAs) (<http://www.iowaaea.org/vnews/display.v/ART/4dff799bb056e>) provide many of the required trainings on-line. Training materials also may be purchased by the district if it conducts its own training programs.



Some required trainings:

- **Asbestos Training** required by Environmental Protection Agency and enforced by Iowa Department of Workforce Development – Division of Labor Services (<http://www.osha.gov/dcsp/osp/stateprogs/iowa.html>).

EPA website: [http://www.epa.gov/asbestos/pubs/asbestos\\_in\\_schools.html](http://www.epa.gov/asbestos/pubs/asbestos_in_schools.html).

• **771 CFR § 763.92 Training and periodic surveillance** – The local education agency shall ensure, prior to the implementation of the O&M provisions of the management plan, that all members of its maintenance and custodial staff (custodians, electricians, heating/air conditioning engineers, plumbers, etc.) who may work in a building that contains Asbestos-Containing Building Material receive awareness training of at least two hours, whether or not they are required to work with ACBM. New custodial and maintenance employees shall be trained within 60 days after commencement of employment. Additional training of 14 hours is required for maintenance and custodial staff who conduct any activities that will result in the disturbance of ACBM.

## OSHA Hazard Communication (Worker Right To Know) Certification – 29 CFR 1910.1200 training

(<http://www.epa.gov/epahome/r2k.htm>)

Hazardous chemicals can be found throughout most facilities, inside process laboratories, maintenance shops, out on the production floor and in storage areas. Most offices contain hazardous chemicals in the form of common cleaning supplies. OSHA compliance requires worker right-to-know training (also referred to as Hazcom training) be provided all employees who may be exposed to hazardous chemicals during their normal day-to-day activities or during emergency situations.

*Who must take this course?*

OSHA 29 CFR 1910.1200 (C) states: Each employee who may be "exposed" to hazardous chemicals when working must be provided information and trained prior to initial assignment to work with a hazardous chemical, and whenever the hazard changes. "Exposure" or "exposed" under the rule means that "an employee is subjected to a hazardous chemical in the course of employment through any route of entry (inhalation, ingestion, skin contact or absorption, etc.) and includes potential (e.g., accidental or possible) exposure." Employers shall provide employees with effective information and training on hazardous chemicals in their work area at the time of their initial assignment and whenever a new physical or health hazard the employees have not previously been trained about is introduced into their work area.



*continued from page 7... Workplace safety and regulation and enforcement*

"Lockout/Tagout (LOTO)" (<http://www.osha.gov/SLTC/controlhazardousenergy/index.html>) refers to specific practices and procedures to safeguard employees from the unexpected energization or startup of machinery and equipment or the release of hazardous energy during service or maintenance activities. This requires that a designated individual turns off and disconnects the machinery or equipment from its energy source(s) before performing service or maintenance and that the authorized employee(s) either lock or tag the energy-isolating device(s) to prevent the release of hazardous energy and take steps to verify that the energy has been isolated effectively. Approximately 3 million workers service equipment and face the greatest risk of injury if lockout/tagout is not properly implemented. Compliance with the lockout/tagout standard ([29 CFR 1910.147](#)) prevents an estimated 120 fatalities and 50,000 injuries each year.

The employer shall provide training to ensure that the purpose and function of the energy control program are understood by employees and that the knowledge and skills required for the safe application, usage and removal of the energy controls are acquired by employees. Each *affected employee* shall be instructed in the purpose and use of the energy control

procedure. All other employees whose work operations are or may be in an area where energy control procedures may be utilized, shall be instructed about the procedure and about the prohibition relating to attempts to restart or re-energize machines or equipment that are locked out or tagged out. Retraining shall be provided for all authorized and affected employees whenever there is a change in their job assignments, a change in machines, equipment or processes that present a new hazard, or when there is a change in the energy control procedures.



### **Iowa Occupational Safety and Health Enforcement**

Iowa OSHA enforces 29 CFR 1910, 1926 and 1928 as adopted by reference by the Division of Labor. This agency investigates safety and health complaints in construction and general industry, fatalities/catastrophes and performs general scheduled inspections. For information on how to file a complaint, call 1-800-562-4692 or 515-242-5870.

For information about workplace safety regulation and enforcement, call 515-242-5870 or contact:

Stephen J. Slater Deputy Labor Commissioner Iowa OSHA Administrator	515- 281-3469	<a href="mailto:slater.steve@dol.gov">slater.steve@dol.gov</a>
Jens Nissen, Executive Officer	515-281-3122	<a href="mailto:nissen.jens@dol.gov">nissen.jens@dol.gov</a>
Don Peddy, Executive Officer	515-281-5666	<a href="mailto:peddy.don@dol.gov">peddy.don@dol.gov</a>
Tom Vander Linden, Executive Officer	515-281-7008	<a href="mailto:vanderlinden.tom@dol.gov">vanderlinden.tom@dol.gov</a>
Richard Anderson, Complaint Officer	515- 281-5570	<a href="mailto:anderson.richard@dol.gov">anderson.richard@dol.gov</a>
Kathy Foster, Secretary	515-281-8066	<a href="mailto:foster.kathy@dol.gov">foster.kathy@dol.gov</a>
Patti Sidoner, Administrative Assistant	515-281-8065	<a href="mailto:sidoner.patti@dol.gov">sidoner.patti@dol.gov</a>
Mike Whitmore, Compliance Assistance FAX	515-281-0862 515-281-7995	<a href="mailto:whitmore.mike@dol.gov">whitmore.mike@dol.gov</a>

For information about Voluntary Protection Programs, contact:

Shashi Patel, VPP Team Leader                      515- 281-6369                      [patel.shashi@dol.gov](mailto:patel.shashi@dol.gov)

# Early Childhood Preschool Programs

## Assessing early childhood education

School districts and their stakeholders may now sign up for a web-based online system at a reduced fee to assess a child’s progress based on research-based objectives that embrace widely-held expectations for children birth through kindergarten.



The Iowa Department of Education (DE) has finalized the Teaching Strategies GOLD State Service Umbrella Agreement (the statewide license with Teaching Strategies, Inc.). The agreement provides the GOLD online assessment system and reduces subscriber fees for all state and federally funded early childhood education programs and services, including Iowa school districts, their community partners, Shared Visions, as well as Head Start, Area Education Agencies and other programs in Iowa.

This online system will allow programs, as well as Area Education Agencies (AEAs) and the DE, to assess child progress at the individual, group regional and statewide level. The GOLD online assessment system focuses on 38 research-based objectives for development and learning that are predictors of school success and aligned with the Iowa Early Learning Standards.

GOLD also is a curriculum-neutral assessment, so it may be used with any research-based curriculum. For more information on GOLD online registration and subscribing with Teaching Strategies, Inc., please refer to the Statewide Voluntary Preschool Program website at [http://educateiowa.gov/index.php?option=com\\_content&task=view&id=940&Itemid=1279](http://educateiowa.gov/index.php?option=com_content&task=view&id=940&Itemid=1279).

Contact Judy Russell at 515-281-4705 or [judy.russell@iowa.gov](mailto:judy.russell@iowa.gov) or Penny Milburn at 515-281-7844 or [penny.milburn@iowa.gov](mailto:penny.milburn@iowa.gov) for more information.

## Data & Reporting

### Five-year graduation rate to be included in accountability

The U.S. Department of Education has approved Iowa’s amendment to include a five-year cohort graduation rate in Adequate Yearly Progress (AYP) accountability. The five-year cohort graduation rate is calculated using a similar methodology as the current four-year cohort rate. The five-year cohort rate will maintain the same denominator as the previous year’s four-year cohort rate, simply adding students who graduate in the fifth year to the numerator. The four-year cohort and five-year cohort graduation rate targets are below.

AYP	Four-Year Cohort Data Years	Four-Year Cohort Graduation Rate Target	Five-Year Cohort Data Years	Five-Year Cohort Graduation Rate Target
2011-12	2007-08 to 2010-11	85.0%	2006-07 to 2010-11	85.0%
2012-13	2008-09 to 2011-12	87.0%	2007-08 to 2011-12	87.0%
2013-14	2009-10 to 2012-13	89.0%	2008-09 to 2012-13	89.0%

School districts and schools with four-year cohort graduation rates less than the state goal (95 percent) will be expected to increase each year. A school or district can meet the graduation rate indicator by meeting the state goal, meeting the four-year cohort target for the year, increasing the four-year cohort graduation rate by at least 2 percent over the previous year, or meeting the five-year cohort target for the year. For more information, see Iowa’s updated accountability workbook at [http://educateiowa.gov/index.php?option=com\\_content&view=article&id=655&Itemid=2927](http://educateiowa.gov/index.php?option=com_content&view=article&id=655&Itemid=2927).

## Data & Reporting continued ...

### A change in focus on Iowa Alternate Assessment

If you have quality educators, students will perform well with assessments. And to that end, the Iowa Department of Education (DE) and Area Education Agencies (AEAs) have changed the focus from supporting the process of the Iowa Alternate Assessment (IAA) to quality instruction.

This year, there are several changes being made for the 2011-12 school year. These include:

- Changes to the IAA online reporting system that include technical assistance and tutorials (webinars/screen casts) embedded within the online system;
- Teacher selection of assessment items per content area to monitor and report; no mastered items on each content rating area are assessed;
- Performance data reported in November, January and March;
- Maintaining evidence of instruction throughout the year;
- Assurance process replaced by an audit from the DE;
- Building principals or designees participate in the assurance process through an instructional walk-through tool rather than through online reporting of assurance;
- District assessment coordinators will receive process emails from IAA system.

The DE evaluates the Iowa Alternate Assessment process annually. Since inception in 2001, several changes and enhancements have been made, most recently in 2006. Since 2006, we have evaluated the assessment around (a) effort needed by teachers, (b) effort needed by administrators and (c) results obtained for children. Based on the data, and to eliminate the achievement gap by 2020, the DE and AEA must support teachers around instruction and not participation within a test. Technical assistance and support to AEAs and LEAs in understanding and implementing the enhancements and changes to the 2011-12 IAA include a series of ICN sessions, webinars and supporting documents on the DE IAA webpage at [http://educateiowa.gov/index.php?option=com\\_content&task=view&id=461&Itemid=1576](http://educateiowa.gov/index.php?option=com_content&task=view&id=461&Itemid=1576).



## Data & Reporting continued...

### Application downtime and deadlines

The Iowa Department of Education (DE) last year implemented an application blackout window in order to ensure that our data systems operated at maximum capacity during peak deadlines. While this approach was successful and decreased our system slow times, a number of district leaders complained they could not get to closed applications during this two week window. This year we are going to take a slightly different approach and monitor our systems closely but not shut down applications unless we experience peak volume that requires us to implement our contingency plan.

All applications will be open during the reporting deadlines this fall. However, a contingency plan will kick in if we see periods where DE applications are not responding in a timely manner or systems are overloaded due to high volume. The following plan will be put in place in these circumstances:

- A message will be posted on the Edinfo DE Secure Application homepage to let all users know a blackout window is in place.
- An email will be sent to superintendents to let them know the DE application contingency plan is in place and details (if available) of the down time.
- Non-essential applications will be shutdown until systems are operating normally.

If the system slowness is near a deadline window, the DE will wait until the deadline has passed to restore access to non-essential applications. Contact Jay Pennington at 515-281-4837 or [jay.pennington@iowa.gov](mailto:jay.pennington@iowa.gov) for more information. If you experience application slowness at any time during the fall reporting, it is important to let the DE know. Please provide details such as the name of the application and any error messages you receive.

### Competent Private Instruction test notification for parents



School districts must notify parents of testing times and sites by Oct. 1 if the child is between the ages of 7 and 15 and is not working with an Iowa licensed teacher. A sample form is available in the handbook at [http://www.educateiowa.gov/index.php?option=com\\_content&task=view&id=301&Itemid=1335](http://www.educateiowa.gov/index.php?option=com_content&task=view&id=301&Itemid=1335).

For more information, contact Elizabeth Calhoun at 515-281-8170 or [elizabeth.calhoun@iowa.gov](mailto:elizabeth.calhoun@iowa.gov).

### Annual Progress Report deadline

The deadline for submitting the Annual Progress Report (APR) is Thursday, Sept. 15. The secure website is available for updating all APRs for both public districts and accredited non-public schools. The Iowa Test of Basic Skills/Iowa Test of Educational Development test data for public and accredited non-public schools/districts will be pre-populated around Aug. 26, 2011. If you have any questions regarding APR, please contact Holly Barnes at 515-242-6173 or [holly.barnes@iowa.gov](mailto:holly.barnes@iowa.gov).

## Data & Reporting continued...

### Deadline looms for School Improvement Plan

All districts and accredited non-public schools are required to certify their 2010-11 Comprehensive School Improvement Plan (CSIP) by Thursday, Sept. 15, in order to update the assurance form. The District Developed Special Education Service Delivery Plan also is due. The CSIP and this plan are not in the same form, but you may toggle between them while working in either form.

The CSIP is moved forward from year to year or “ported” for you. You no longer need to do this step. If you wish to “start from scratch,” please contact the consultant listed below. You are free to make any adjustments you wish to the CSIP throughout the year.



The 2010-11 CSIP will not allow you to certify until September 1, 2011 in order to include all of the required assurances.

If you need assistance with your CSIP, please contact the School Improvement Consultant assigned to your AEA first. If you need further assistance, contact Holly Barnes at 515-242-6173 or [holly.barnes@iowa.gov](mailto:holly.barnes@iowa.gov) or Isaiah McGee at 515-725-2866 or [isaiah.mcgee@iowa.gov](mailto:isaiah.mcgee@iowa.gov).

### New Medicaid cost rates for 2011-12

The new Medicaid cost rates for fiscal year 2011-12 for Local Education Agencies (LEAs) and Area Education Agencies (AEAs) are now available. Rates have been sent to the LEA and AEA business managers and have been posted on the Iowa Department of Education website at [http://educateiowa.gov/index.php?option=com\\_content&task=view&id=717&Itemid=1597](http://educateiowa.gov/index.php?option=com_content&task=view&id=717&Itemid=1597). School administrators and AEA special education directors seeking Medicaid reimbursement for Individualized Education Program (IEP) services must use the new Medicaid cost rates for fiscal year 2011-2012 for Medicaid claims with dates of service on or after July 1, 2011.

The state share to be paid back is 37.37 percent for claims paid in July, August and September 2011. The state share to be paid back is 39.29 percent for claims paid October 2011 through September 2012.

For more information, or to request a training or orientation session at your site, contact Jim Donoghue, Medicaid consultant, at 515-281-8505 or [jim.donoghue@iowa.gov](mailto:jim.donoghue@iowa.gov).

### Title 1, Districts in Need of Assistance application on Edinfo

Beginning this fall, the submission of the Schools in Need of Assistance and Districts in Need of Assistance (SINA/DINA) plans will be electronic through Ed Info. SINA/DINA plans are due by Nov. 1. Schools/districts that have a current SINA/DINA plan in place will be able to copy and paste information from your current plan to the new SINA/DINA application. For additional information about the SINA/DINA process, please click [here](#).

For more information or assistance completing the SINA/DINA plan, contact Karla Day at 515-281-7145 or [karla.day@iowa.gov](mailto:karla.day@iowa.gov) or Susan Selby at 515-281-4732 or [susan.selby@iowa.gov](mailto:susan.selby@iowa.gov).

# Grants & Funding

## ARRA funds update

As of June 2011, most ARRA funds were fully disbursed to you as sub-recipients. This note summarizes some details worth noting as funding disbursements are completed.

### ***Final Date for Spending***

ARRA funds in the following categories must be obligated for activity that will have occurred on or before *September 30, 2011*. These ARRA funds cannot be spent on any activities that occur after that date.

ARRA Education Stabilization – State Aid (FY09, FY10, & FY11)

ARRA Education Stabilization – Instructional Support (FY10)

ARRA Education Stabilization – Professional Development (FY10)

ARRA Government Services Stabilization – State Aid (FY11)

ARRA Title I – Basic Grants

ARRA Homeless Youth Grants

ARRA IDEA Part B Grants

ARRA IDEA Part B Preschool Grants

ARRA IDEA Part C Grants

ARRA EETT Technology Grants

Because of exceptions in the federal regulations, if you are a grant sub-recipient in the following funds, the Sept. 30 deadline does not apply:

ARRA Title I – School Improvement Grants

ARRA Iowa Teacher Quality Partnership Grant

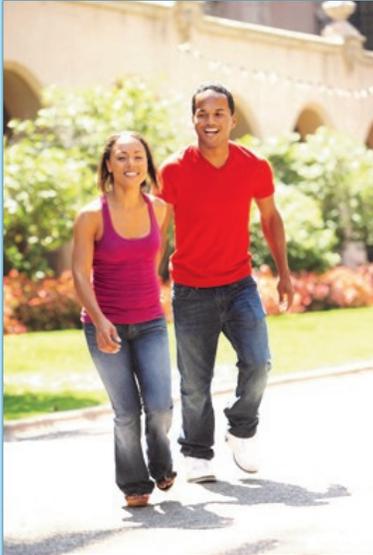
### ***Ed Jobs Fund***

The Ed Jobs funding has many similarities to ARRA funding but is technically not ARRA funding. The deadline to spend Ed Jobs funds is September 30, **2012**, meaning that these funds must be spent on activities that occur on or before that date.

### ***Quarterly ARRA Section 1512 expenditure and jobs reporting***

Quarterly reporting continues until funds are expended locally. *Since funds must be obligated for activities that occur on or before September 30, 2011, reports should be submitted as final this next cycle.* You still have until December 31, 2011 to liquidate these funds against the obligations.

# Student Health and Nutrition



## Iowa School Breakfast Challenge

We know that eating breakfast supports academic achievement and child health and wellness. Research indicates that students who eat breakfast have fewer absences, have fewer health issues and have better grades in class.



Still, Iowa ranks 48<sup>th</sup> in the nation in the average daily number of children receiving free or reduced price breakfasts for every 100 children receiving free or reduced-price lunches.

To change that, the Iowa Department of Education and the Midwest Dairy Council has a challenge. The challenge is for schools to increase daily school breakfast participation in their districts by 20 percent or more by May 2012. All districts are automatically a part of

the challenge. District Average Daily Participation (ADP) will be compared with 2010-11 ADP.



Four Gold Awards of \$4,000 each and four Silver Awards of \$2,500 each will be awarded to the districts with the greatest percentage increase.

Additional challenge information and resources on how to increase your

school's breakfast participation can be found at [www.tinyurl.com/nutritionprogram](http://www.tinyurl.com/nutritionprogram) under Iowa School Breakfast Challenge.

## WALKING WORKS Wellness Webinar

Join the upcoming school worksite wellness webinar on Wednesday, Sept. 14, from 3:30 to 4:30 p.m.

Learning how to implement a walking program for school staff can energize the community and set a good example for the student body.

Resources that will be highlighted during the webinar include a Walking Tool-Kit for Schools, Live Healthy Iowa's team-based challenge called "The Next Step," and the "Start Somewhere Walk" from the Healthiest State in the Nation initiative.

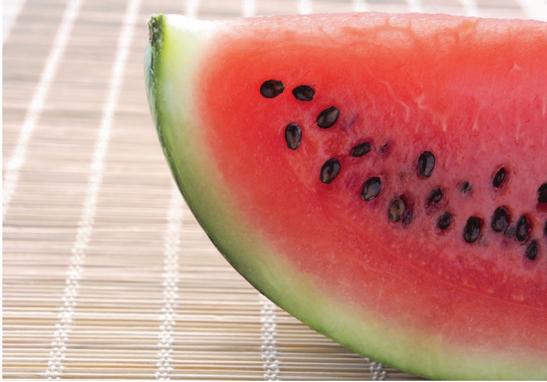
For more information, contact Carrie Scheidel at 515-281-4758 or [carrie.scheidel@iowa.gov](mailto:carrie.scheidel@iowa.gov).



## Student Health and Nutrition

### Summer food service program success

The Summer Food Service Program, administered by the Iowa Dept of Education (DE), provides federally-funded breakfasts, lunches, snacks and suppers to help children eat nutritious meals during the summer months across the country. This summer



254,247 lunches were served in June, an increase of 25 percent from 2010.

The DE formed a new partnership this summer with the Midwest Dairy Council to develop the “Fuel Up for Summer Fun” Initiative, which aims to increase participation in the summer feeding program across the state. The initiative included the development of a promotional tool kit to help promote feeding sites, as well as mini-grants to implement nutrition and physical activity events.

The Summer Food Service Program depends on the participation of organizations throughout Iowa. In 2011, 101 sponsors, 12 of them new, served meals at more than 251 sites. Still, many low-income children in Iowa are not taking advantage of the free summer meal program. According to 2010-11 data, 190,000 Iowa children are eligible for free and reduced-priced meals. About 14,000 Iowa children participated in SFSP in 2011 — only 7 percent. More sponsors are needed to make the free meals more accessible to children. Organizations eligible to sponsor the program include schools, nonprofit residential summer camps, government agencies and tax-exempt organizations. It is not too early to start planning for 2012! For more information about the Summer Food Service Program in Iowa, contact Carrie Scheidel at 514-281-4758 [carrie.scheidel@iowa.gov](mailto:carrie.scheidel@iowa.gov).

#### ***continued from page 1 ... Norwalk teacher is 2012 Iowa Teacher of the Year***

“P.E. is so much more than rolling out a ball and playing a game. It’s about fitness, health, teamwork and communication – real-life skills that students will take far beyond my class.”

Campbell’s leadership extends well beyond the walls of the gymnasium. She helped create a mentoring program for first-year teachers in the Norwalk school district. She trains other Norwalk teachers to use activities that help students focus in the classroom. In 2010, her P.E. program was named an observation school through PE4Life, a nonprofit organization that strives to improve children’s health and wellness through quality physical education. Campbell has been a teacher for 15 years. She worked in Eldora-New Providence schools before coming to Norwalk in 1998. Norwalk Superintendent Denny Wulf called her “a driving force in Norwalk education.”



Finalists for the Iowa Teacher of the Year award are: Brenda Becker, a science teacher at Maquoketa Valley Middle School in Delhi; Amy Lockhart, a 4<sup>th</sup> and 5<sup>th</sup> grade teacher at Northern University School, formerly the Malcolm Price Laboratory School, on the University of Northern Iowa campus in Cedar Falls; Vickie Weber, an English/language arts teacher at Springville High School in Springville; and Deadra Stanton, a language arts teacher at Mason City High School in Mason City. Campbell and the finalists will be honored at a luncheon on October 28 at the Hotel Fort Des Moines. Campbell’s tenure as Iowa Teacher of the Year will run from January to December of 2012.



## Legal Lessons

The contact for all Legal Lessons items is Carol Greta ([carol.greta@iowa.gov](mailto:carol.greta@iowa.gov) or 515-281-8661).

### **Implementation of Constitution Day Week of September 17**

United States Constitution Day is September 17 of each year. Congress enacted legislation requiring all public schools to set aside one day during the week of September 17 (which is a Saturday in 2011) to teach all students about the U.S. Constitution and about citizenship. This year is the 224<sup>th</sup> anniversary of our national Constitution. Compliance is mandatory. Implementation details are left to local control. The U.S. Department of Education has more information and resources regarding how to commemorate Constitution Day at [http://free.ed.gov/resource.cfm?resource\\_id=1792](http://free.ed.gov/resource.cfm?resource_id=1792). The DE's Social Studies Consultant is Cheryl Mullenbach, 515-494-5610 or [cheryl.mullenbach@iowa.gov](mailto:cheryl.mullenbach@iowa.gov). Questions about Constitution Day may be directed to Cheryl. She has several resources on the Social Studies page on the DE's Website at [http://educateiowa.gov/index.php?option=com\\_content&view=article&id=1405&catid=449&Itemid=2453](http://educateiowa.gov/index.php?option=com_content&view=article&id=1405&catid=449&Itemid=2453).

### **Senior Year Plus Program Issues**

As the Senior Year Plus legislation starts its fourth year, below are highlights regarding either amendments to the law or additional information about various aspects of SYP programming:

- 1. Concurrent enrollment courses and withdrawals.** Questions have come up regarding students who withdraw from a concurrent enrollment course.
  - a. Effect on student grades.** The district and community college should include in their concurrent enrollment agreements provisions about deadlines for dropping such courses so that students and their families are clear as to when a withdrawal will result in a failing grade. If the district and college have different drop dates, they do not need to be reconciled. However, the district needs to communicate to the student that meeting the college's drop date may prevent an "F" on the college transcript, but not on the high school transcript if the high school has an earlier drop date.
  - b. Effect on supplementary weighting.** A school district may obtain supplementary weighted funds only for those students of the district who are enrolled in a concurrent enrollment course for the entire duration of the course.
  - c. Concurrent enrollment courses and secondary credit only.** A student may NOT be enrolled in a concurrent enrollment course for secondary credit only. This would essentially be auditing the course with respect to college credit, and the law prohibits this. This means that a student may not be either allowed to enroll in a concurrent enrollment course from the start of the course merely for secondary credit or may not drop the course at any time from postsecondary credit consideration.
- 2. Transportation obligation.** The SYP law (Iowa Code chapter 261E) was amended to clarify that students enrolled in PSEO courses must provide their own transportation to and from the PSEO course. However, because districts receive supplementary weighting for concurrent enrollment courses, districts must make transportation to and from concurrent enrollment courses available to students. (Students may still choose to provide their own transportation to and from concurrent enrollment courses.)
- 3. Home schoolers.** Another amendment to the law gives students under Competent Private Instruction (home schooled students) additional means by which to show proficiency. A student under CPI must demonstrate proficiency in reading, mathematics, and science, but may do so by any of the following means:

# Legal Lessons continued

- a. By testing at or above the 41<sup>st</sup> percentile on ITEDs; or
- b. By submitting a written recommendation of the licensed teacher who supervises the student’s instruction; or
- c. By testing at or above the 41<sup>st</sup> percentile on another annual achievement evaluation approved for CPI students (this includes any test on the list at [http://educateiowa.gov/index.php?option=com\\_content&task=view&id=301&Itemid=1335](http://educateiowa.gov/index.php?option=com_content&task=view&id=301&Itemid=1335)); or
- d. With a composite score of at least 21 on the ACT; or
- e. With a total combined score of at least 141 in critical reading, mathematics, and writing skills on the PSAT; or
- f. With a total combined score of at least 990 in critical reading and mathematics on the SAT; or
- g. By meeting any other proficiency standard approved by the local school board for all regularly enrolled students.

## **Residency Issues**

Notwithstanding open enrollment, every Iowa resident between the ages of 5 and 21 who has not yet met high school graduation requirements may access a tuition-free education from one and only one school district, that being the school district in which the student is a resident. Iowa Code sections 282.1 and 282.6 provide a definition of resident.

“Resident” means a child who is physically present in a district, whose residence has not been established in another district by operation of law, and who is in the district for the purpose of making a home and not solely for school purposes, or is homeless or lives in a juvenile detention center or correctional facility in the district.

The majority of the time, decisions regarding residency depend on the phrase “is in the district for the purpose of making a home and not solely for school purposes.” With that in mind, here is a matrix regarding common residency issues that face districts. The purpose of the matrix is to assist districts in making residency determinations.

NOTE: Section 282.1 gives local school boards authority to declare students “temporary residents” of the district. This does NOT allow a district to count the “temporary” resident for state aid. But if a local board uses the option to declare one or more students “temporary residents,” the Department does not mandate that the district charge tuition of the students.

Situation	Resident? Enroll?	Other remarks
Student lives with someone other than parent/guardian because of family problems or personal problems – not for school reasons.	Yes – student is a resident and must be enrolled tuition-free, without requiring guardianship papers.	Emergency contact – must be someone who can make a decision about the student (parent or court-appointed guardian, e.g.) OR who can quickly contact the decision-maker.  Report cards, communiqués from school still go to parent, unless parent gives written permission to school to send documents to person with whom student resides.
Same as above, BUT student is in district for school purposes (athletics, other extracurriculars, not doing well in former school).	Not a resident; per Iowa Code § 282.6 the district MUST charge tuition and MAY NOT include student on certified enrollment.	Same comments as above.

*Continued on page 18...*

# Legal Lessons continued

## Residency issues continued...

Situation	Resident? Enroll?	Other remarks
Same as first row, BUT student is in district neither for school purposes nor because of personal or family problems (e.g., student is playing in a hockey league).	<p>DEPENDS.</p> <p>Factors to consider include:</p> <ol style="list-style-type: none"> <li>1. Does student intend to return to parent's home in near future? How frequently does child return to parental home to visit?</li> <li>2. Does parent furnish significant financial support for child?</li> <li>3. Does parent still have authority over child?</li> </ol> <p>MOST of the time, these students are NOT going to be residents and must be charged tuition. An exception may exist for a student who is 18 or older and who sets up his/her own household (all above questions would have to be answered in the negative).</p>	<p>Same comments as previously.</p> <p>Creating a legal guardianship does NOT affect whether the student is a resident. It merely clarifies who gets information from the district and who can make decisions for a minor child.</p>
Student lives with parent(s) in District A, but is with a relative (not a parent) before and/or after school in District B.	This does not establish residency in District B.	If parents want student to attend District B, they must file an open enrollment request.
Student resides with court-appointed guardian.	Doesn't automatically make the student a <b>resident</b> for purposes of 282.6; still need to determine WHY the student is in the district.	The rights of a court-appointed guardian are superior to those of the parents; guardian is emergency contact and is the recipient of all documents from school. Therefore, make sure this is a legal guardianship (as evidenced by a court order signed by a judge or by "letters of appointment" signed by clerk of court with seal of court).
Student splits time equally between parents who live in different districts.	Student is a resident of both districts, but only one district gets to include the student in its September count. It's permissible for the districts to determine which one will count the student and that district can reimburse the other.	This really gets fun when the child needs special education.
Family moves into district from another country.	Children in the family are residents of district, regardless of whether they are aliens and even regardless of whether the family's presence in the U.S. is legal.	<p>U.S. Supreme Court ruled in 1972 that a free education must be provided to <u>resident</u> children, even if they are illegal aliens.</p> <p>A district CANNOT require any documents from this family that it would/could not request from any other family. That is, you may ask for proofs of birthdates and relevant health information. Period.</p>

Continued on page 19...

Residency issues continued...

Situation	Resident? Enroll?	Other Remarks
Student with dual citizenship (of which U.S. citizenship is included) moves into district.	Whether this student is a “resident” depends on why the student is in the district. If living with a parent for purposes of making a home, the student is a resident. If living with another relative or even a guardian for purposes of going to school, the student is not a resident.	This student will not have a visa, because the student is a citizen. But remember that citizenship is not relevant to the issue of who is a resident.
Family refuses to give street address, just gives P.O. box.	282.6 requires district to charge tuition; without proof of residency (P.O. Box is NOT proof of residency in district), charge tuition and hope that gets the parents’ attention.	There are legitimate reasons why a family would want its street address kept confidential; however, districts must have proof of residency and can still take measures to protect this information.
Student lives with a foster family.	Is a resident of the district for purposes of receiving a tuition-free education.	Under Iowa law, foster parents are not guardians (unless there is a separate order). DHS is custodian for placement in foster care; unless parental rights have been terminated by a court, the natural parents still have right to participate in meetings and receive reports.  Call local DHS office (the one that made the placement) to get some guidance in writing.

**Training for Level One Investigators**

The annual training for Level One investigators of allegations of abuse against a student by a school employee (Chapter 102 training) will be Monday, October 3, from 9 to noon. The training will originate at the Heartland AEA Office in Johnston; remote ICN sites are tentatively scheduled as follows:

Ames High School	Kirkwood CC1 in Cedar Rapids	Des Moines Hoover High School	Pocahontas AEA
Ankeny High School	Clear Lake AEA	Dubuque AEA	Sioux Center AEA
Audubon High School	Council Bluffs AEA	Elkader AEA	Sioux City AEA
Bettendorf AEA	Creston AEA	Marshalltown AEA	Waukee High School
Boone High School	Sioux Center AEA	Newton High School	Winterset High School
Burlington AEA	Cedar Falls AEA	Ottumwa AEA	Fort Dodge, St. Edmond High School

Grant Wood AEA schedules the ICN sites. Questions about sites are to go to Tammy Carolan at [tcarolan@aea10.k12.ia.us](mailto:tcarolan@aea10.k12.ia.us). All other questions about the training go to Sherry Sines at [ssines@aea10.k12.ia.us](mailto:ssines@aea10.k12.ia.us).

The Chapter 102 Manual (“Blue Book”) was updated in January. The new version (dated January 2011) may be found at [http://educateiowa.gov/index.php?option=com\\_content&view=article&id=860:chapter-102-level-i-investigator-manual&catid=411:legal-lessons](http://educateiowa.gov/index.php?option=com_content&view=article&id=860:chapter-102-level-i-investigator-manual&catid=411:legal-lessons).

## Teacher Town Hall

Iowa educators can join in the NBC News Education Nation Teacher Town Hall through a web chat that will coincide with the nationally-televised live event on Sunday, September 25.

This may be something you want to share with your teachers. Educators from across the country will discuss the challenges and opportunities facing schools during the Teacher Town Hall, which starts at 11 a.m. NBC News anchor Brian Williams will moderate.

Go to [www.educationnation.com](http://www.educationnation.com) to register for the web chat.

## Calendar

- September 1 • Last Day to file a timely application for kindergarten open enrollment for the 2011-12 school year
- September 2 • EASIER Certified Enrollment TEST site opens
- September 15 • Date student must be school age for Certified Enrollment
- September 15 • CAR, SES, APR and CSIP due
- September 15 • Annual Transportation Report due
- September 21 • Approve EASIER files into Certified Enrollment
- September 30 • Districts must notify all parents in the district of the following dates, according to Rules 291-IAC 17.3(2). Open enrollment; transportation assistance; right to appeal to State Board if original request to open enroll was based on repeated acts of harassment or serious health condition of the student; possible loss of athletic eligibility for open-enrolled students.
- October 1 • Board resolutions to study reorganization due
- October 1 • Empowerment (ECI) Payment Schedule
- October 1 • Whole Grade Sharing count date for first semester tuition
- October 3 • EASIER / Certified Enrollment COLLECTION site opens

*It is the policy of the Iowa Department of Education not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, gender, disability, religion, age, political party affiliation, or actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.). If you have questions or grievances related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, Des Moines, IA 50319-0146, telephone number 515/281-5295; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661, telephone number 312-730-1560, fax 312/730-1576, e-mail: [OCR.Chicago@ed.gov](mailto:OCR.Chicago@ed.gov)*



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