



A MONTHLY JOURNAL
FOR IOWA EDUCATORS

School Leader Update

August 2012

Insight into the Core standards

All school districts now have access to the StandardsInsight Tool.

StandardsInsight was developed to provide an in-depth look into the Common Core State Standards. This tool has dissected the Common Core Standards into several categories. Content in StandardsInsight has been adjusted to reflect Iowa Core standards. A webinar provides information on how to access the tool:

<http://misiciowa.org/StandardsInsight.html>.

Identify administrators in your district who will view this initial webinar. A second webinar for teachers will be available soon. Questions? Contact the Department's Deb Hindman at 515-281-6235.



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Let's expand teacher leadership in Iowa

Welcome back from a well-deserved summer break!

As classrooms and lesson plans are prepared for the start of the 2012-13 school year, I'm reminded of the huge impact our teachers have on students.

It's no secret that teachers are the single most important ingredient in a child's education outside the home. So, as we continue to work together to put Iowa on the path to world-class schools, it's a given that we must improve the quality and capabilities of the teachers we have in our classrooms.

One way we do that is to expand teacher leadership roles in our state. Teacher leadership traditionally has meant mentoring new teachers, serving on school committees, and heading up academic departments. Now we want to build on that important work by creating teacher leadership roles. This approach will help us attract talented people to work in education, to put a structure around how teachers collaborate, to recognize exceptional teaching talents, and to curb some of the off-ramps out of education.

There are a lot of ways out, but not a lot of ways up, through teaching. Some educators go into administration; others leave teaching completely. We must create pathways so that our educators stay connected to teaching and so that our most effective teachers can support their colleagues and really elevate teaching as a whole in their schools.



Jason Glass, Director

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An opportunity for students to learn about politics

The state of Iowa has accepted an invitation to participate in the U.S. Senate Youth Program (USSYP), sponsored by the William Randolph Hearst Foundation. The program is designed to give young Americans a working knowledge of American political life.

Each year, two Iowa students have the opportunity to spend a week in Washington, D.C. The William Randolph Hearst Foundation pays all expenses. In addition, the two Iowa high school representatives each receive a \$5,000 scholarship.

Selection of the two Iowa representatives is based on the outstanding ability and demonstrated leadership qualities of elected junior and senior high school student officers for the 2012-13 school year.

Each high school may nominate up to three students. Student application materials are available here: http://educateiowa.gov/index.php?option=com_content&view=article&id=939&catid=671&Itemid=1225.

Completed applications must be submitted to each



Iowa's 2011-12 representatives pose with Senator Charles Grassley.

Area Education Agency's USSYP contact by 4 p.m. Oct. 5.

Nominees take a qualifying examination (specific dates determined by each AEA) on the U.S. Constitution and government. The award recipients are announced in December.

For more information, contact your AEA USSYP person, or the Iowa Department of Education's Cheryl.Mullenbach@iowa.gov.

... Continued from page 1, **Let's expand teacher leadership in Iowa**

This concept of teacher leadership roles is gaining traction nationally. Last December, the National Education Association announced its support for a career path with different compensation and leadership roles for novice, professional and master teachers. In Iowa, teacher leadership will be at the heart of Governor Branstad's 2013 legislative package. It also is the centerpiece of the [Iowa Teacher and Principal Leadership Symposium](#) on August 3 at Drake University. If you aren't signed up for the symposium, you can watch it live online at: <https://educateiowa.eduvision.tv/SchoolLiveSchedules.aspx>

Thanks for all you do on behalf of our state, our schools and our students. And welcome back to school. It's going to be a great year.

A handwritten signature in black ink that reads "Jason S. Slaw".

ICN sessions scheduled for Microsoft settlement updates

There will be an Iowa Communications Network session for all participants in the Microsoft Cyber Pres program on Aug. 28, Aug. 30, and Sept. 5 from 3:30 to 4:30 p.m.

This session's title is "Microsoft Settlement Updates, 2012." The session will contain information regarding vouchers and claims, external evaluation participation information and a procedure for amending your application. A representative from the claims administrator will be part of the session to help answer some of your questions.

The registration for this session will open on Aug. 9 and can be found at http://www.iptv.org/iowa_database/event-detail.cfm?ID=11732.



Each session is limited to 65 participants and is set up for the eastern district (AEAs 1, 9, 15, and 10) on Sept. 6, central district (AEAs 267, 11) on September 7, and western district (AEAs 8, 12, 13) on Sept. 8. Registration closes Aug. 19.

One important item is regarding addendums to your application, since all the succeeding school years' changes can be made only during the months of August, September, and October of that year. Changes to the hardware, software and teaching strategies can be made each year of the program, so it is important for districts and buildings to plan for each upcoming school year and make the necessary changes. The reason for this is to reduce administrative cost and to make the process as smooth as possible.

Addendums can be made by sending an email to John O'Connell (email addresses are listed at the end of this article). The building/district makes the change in one of the three allowed areas and sends an email to John stating what has changed for each building. John will follow with an email approving the addendums or asking for clarification.

Finally, please notify us if your administration or contact information for this program has changed.

You can check the contact information by going on the application site at www.edinfo.state.ia.us. Login and select the district name to see if the contact information needs to be changed or if there has been an administrative change at any of the eligible schools in your district.

Please notify John to make the district contact change. This is important since this is the person contacted directly by the claims administrator, the external evaluator and John.

If there has been an administrative change, just send John the district name, the name of the building, the new administrator's name and email address.

John can be reached at john.oconnell@mchsi.com, john.oconnell@iowa.gov or at 515-249-0334.

New data collection for bullying/harassment

The Iowa Department of Education will launch a new data collection system for bullying and harassment reports from all public and accredited nonpublic schools in Iowa in the 2012-13 school year.

Beginning Aug. 24, the Department will conduct three webinar sessions for district employees who are responsible for reporting bullying and harassment incidents to the Department. Typically, this reporting has been part of the spring Basic Educational Data Survey (BEDS).

The purpose of these sessions is to introduce schools to the new reporting system features and to provide guidance on reporting and using data from the system to help district efforts in addressing bullying.

The webinar sessions are scheduled for the following dates and times (you need attend only one session):

Friday, Aug. 24, 1-2 p.m. [Register](#)

Friday, Sept. 7, 1-2 p.m. [Register](#)

Friday, Sept. 14, 1-2 p.m. [Register](#)

Each session will include step-by-step instructions followed by a question-and-answer period. Handouts for the webinar sessions will be made available Aug. 23 on the Department's [Anti Bullying Anti Harassment Webpage](#).

If you are not able to attend one of the sessions, a pre-recorded webinar will be available beginning Sept. 15.

For more information, contact the Department's Penny Bisignano at 515-725-2142 or penny.bisignano@iowa.gov or Barb Anderson at 515-664-6732 or barb.anderson@iowa.gov.

School Leader Update August 2012

Task forces created; work begins as part of 2012 Legislature's education bill

The Iowa Department of Education has assembled six task forces as part of Senate File 2284, the education package adopted by Iowa legislators in the 2012 session. The task forces will cover a lot of ground through the fall, including such areas as teacher leadership, educator evaluations, and the concept of a longer school day or school year.

The task forces are:

- Competency-Based Instruction Task Force
- Cross-Agency Assessment Instrument Planning Group
- Instructional Time Task Force
- Statewide Educator Evaluation Task Force
- Task Force on Teacher Leadership and Compensation
- Teaching Standards and Criteria Review Task Force

Descriptions of each task force have been posted to the following link; details about membership and meetings will continue to be updated as information becomes available: http://www.educateiowa.gov/index.php?option=com_content&view=article&id=2649&Itemid=5158.

New special education teachers?

Get your new special education teachers signed up for the Iowa Department of Education's e-newsletter *Each and Every Child*. The monthly publication focuses on issues that are particularly relevant to those within the special education community, from teachers to parents. The newsletter also is used by general education teachers, who need to keep up with their special education peers. To get them signed up, send their names and email addresses to jim.flansburg@iowa.gov.

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Each and Every Child

Quick news for Parents, Educators and Students

Are you ready for school?

It's hard to believe another summer is drawing to a close. Educators and parents alike are turning their thoughts to back-to-school plans. To ensure the smoothest transition for the student, parents and teachers have specific tasks they need to complete. This issue contains short check-lists for all parties involved.

May this new school year be wonderful for all!

Educators: Ready, set, prepare
For educators, the sooner you get a jump on planning for the year, the better for parents, students – and yourself.

- Make sure your current class roster is up to date and turn in as much about your students and families that you can before classes start.
- Call the parents and introduce yourself; share a short biography, your work phone number and email address.
- Drive through the students' neighborhoods so you get a sense of where the children are coming from.
- Review all IEPs and other related student records.
- Determine if you need professional development related to any services listed on the IEPs.
- Make sure you have all the assistive technology necessary to carry out IEP services.
- Touch base with your special education support team (psychologist, social worker, consultant, occupational/physical therapists, speech-language pathologist) at the beginning of the year. Establish lines for your students who need these services.
- Meet with your general education co-teachers and share information on schedules, students and IEP services.
- Talk to all additional school staff who will be working with your students so that they know the students' needs and IEPs before the school year starts.

Parents: A critical role
Parents are a child's most effective advocate and can play a crucial role in making certain that a child's educational needs are being met. By being proactive, parents can increase the likelihood that their child will begin the school year with all the necessary supports in place for a successful year. Before school starts:

- Review your child's IEP or Section 504 Service Agreement. Know what the plan provides for all services and accommodations. Be certain that the school and teacher follow the plan and that any additional services are in fact being provided.
- Request an IEP meeting early on if concerns arise or if there are outstanding unresolved issues from a previous IEP meeting.
- When teacher placement has been confirmed, consider sending the teacher an email detailing the child's special needs and indicating a desire to establish a positive working relationship.
- Set up a meeting with the new teacher to answer questions, discuss the child's unique needs and *Continued on next page*



It's easy being green: Some webinars to make it happen

Schools that want to go green are invited to sign up for webinars through the U.S. Department of Education Green Ribbon Schools (ED-GRS). Each year, awards recognize public and private elementary, middle and high schools from participating states that demonstrate the highest combined achievement toward the goals of the program's three pillars: the school has a "net-zero" environmental impact; the school has a positive impact on the health of staff and students; and 100 percent of the school's graduates are environmentally and sustainability literate.

Green Ribbon Schools (GRS) is a voluntary awards program for K-12 schools that are exemplary in reducing environmental impact and costs; improving the health and wellness of students and staff; and providing effective environmental and sustainability education, which incorporates STEM, civic skills and green career pathways. The GRS award program will celebrate schools that have adopted best practices in recycling; transportation; dining services; energy, water and indoor air quality management; and facilities and grounds maintenance, in addition to incorporating outdoor and nature education into their academic programming.

The Green Strides Webinar Series: For All Schools Moving Toward the Pillars

The tentative webinars will feature experts from the EPA and other federal programs. To register for webinars, go to this website: <http://www2.ed.gov/programs/green-ribbon-schools/index.html>. The schedule is below:

- Aug. 1, 2-3 p.m.: Improving Air Quality with Transportation Changes
- Sept. 5, 2-3 p.m.: School Siting and Community Planning
- Sept. 12, 2-3 p.m.: Asthma Management in Schools
- Sept. 19, 2-3 p.m.: The School Flag Program
- Sept. 26, 2-3 p.m.: The Sun, UV and You: EPA's SunWise Program
- Oct. 10, 2-3 p.m.: Why Environmental Health in School Matters
- Oct. 17, 2-3 p.m.: Presidential Youth Fitness Program
- Nov. 7, 2-3 p.m. Integrated School Health Tools for Districts
- Feb. 6, 2013, 2-3 p.m. Tools to Reduce Waste in Schools
- March 6, 2-3 p.m. Integrated Pest Management in Schools
- April 3, 2-3 p.m. The Three T's of Reducing Lead in Drinking Water in Schools
- April 10, 2-3 p.m. Chemical Safety in Schools
- May 8, 2-3 p.m. Drinking Water Best Management Practices for Schools and Child Care Facilities

The Iowa Department of Education will be participating in the GRS Awards Program during the 2012-13 school year and will release information to public and nonpublic schools about the GRS application process this fall. Visit the ED-GRS website to learn about the GRS program: <http://www2.ed.gov/programs/green-ribbon-schools/index.html>. For more information about the application process, contact Gary Schwartz, facilities consultant, at 515-281-4743 or gary.schwartz@iowa.gov.

Upcoming school year

Site visits in the coming year?

Training sessions will be held in September and October for districts and schools having site visits during the 2012-13 school year. These sessions will provide pertinent information and will help guide preparation for the visits.

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. 20, from 1 to 4 p.m.

Local Site Visit Training Opportunities			
Consultant	Date	Time	Location
Holly Barnes	9/5	1-4	Keystone AEA, Elkader, Room D 5
Barb Byrd	9/11	9-12	GP AEA, Ottumwa office-Conference Room A
	9/12	9-12	GP AEA, Burlington office-Conference Room C
Elizabeth Calhoun	9/6	12:30-2	NW AEA-Le Mars CSD, Administrative Offices
Holly Barnes	9/13	9-12	Mississippi Bend AEA, Bettendorf-Yoder Room
Eric Heitz	8/30	9-11:30	AEA 267 Cedar Falls-Seminar Room F
Eric Heitz	8/30	1-3:30	AEA 267 Marshalltown-Tech Lab
Eric Heitz	9/12	9-11:30	AEA 267-Clear Lake-Seminar Room C
Fred Kinne	9/4	8:30-11	GW AEA Conference Center-Cedar Rapids
Cindy Butler	9/5	12:30-2	Prairie Lakes AEA-Pocahontas, Twin Lakes Conference Room
Beth Happe	9/4	1-3	Heartland AEA-Johnston-Room 13 A & B
Janet Boyd	9/12	9-11	GH AEA, Creston CSD Boardroom-801 N Elm Street
Janet Boyd	9/13	9-11	GH AEA, Iowa Western Community College, Harlan, Room 113

Open enrollment guidance

The open enrollment handbook for the 2012-13 school year and application for the 2013-14 school year are available online at the following link:

http://educateiowa.gov/index.php?option=com_content&view=article&id=649&Itemid=1336

For more information, contact Eric Heitz at 515-281-4726 or eric.heitz@iowa.gov.



Upcoming school year

Department offers waivers, exemptions

The Iowa Department of Education offers five waivers or exemptions with varying requirements:

Chapter 12 Exemption for 2013-14: Due Jan. 1, 2013

New Innovative Calendar for 2013-14: Due Nov.1

Continued Innovative Calendar for 2013-14: Due Nov. 1

Early Start Date for 2013-14 (Completed on the District's 2013 Spring BEDS Report)

Foreign Language for 2012-13

Waiver/ Exemption	Form	Board Approval or Hearing	Deadline
Chapter 12 – General Accreditation Standards 281-IAC 12.9	Paper document located at: http://www.educateiowa.gov/ index.php? op- tion=com_content&task=view&i d=483&Itemid=530	Board minutes that demon- strate the local school board has approved the request.	Jan.1 preceding the school year for which the waiver is requested.
New Innovative Calen- dar and Continued Innovative Calendar 279.10	Paper document located at: http://www.educateiowa.gov/ index.php? op- tion=com_content&task=view&i d=483&Itemid=530	Documentation of public hearing.	Nov.1 preceding the school year for which the waiver is re- quested defined in the Code of Iowa.
Early Start 279.10(4)	Web-based document located on the Spring BEDS Report located at: https://www.edinfo.state.ia.us/ securelogin.asp	Assurances that the school district has held a public hearing and that starting school on the earliest start- ing date specified in Iowa Code section 279.10 sub- section 1 will have a signifi- cant negative educational impact.	June 15 preceding the school year for which the waiver is requested defined in the Code of Iowa.
Foreign Language 256.11(5)(f)	Paper document located at: http://www.educateiowa.gov/ index.php? op- tion=com_content&task=view&i d=483&Itemid=530	Minutes that demonstrate the local school board has approved this request to be waived from the 3rd and 4th sequential units of foreign language.	

*Continued on
the next page*

Nutrition, Health and Transportation

And the winner is...

A school bus technician from Dallas Center-Grimes Community Schools has been named the winner of the fourth annual “Best of Technician’s Training & Competition.” John Maxwell received the best score among 19 Iowa participants, and now advances to the national competition to be held in September in Rocky Mount, N.C. The competition is sponsored by the Iowa Department of Education, in association with the Iowa Pupil Transportation Association, the school bus dealers in Iowa, and other various sponsors. The “Best of the Best” competition helps recognize school bus technicians/mechanics for the important safety role they play in school transportation. The competition included a half day of training, a 50-question written knowledge exam along with a “hands-on” competition in which participants had to put their training to the test to determine the correct repair procedures at three different work stations. Congratulations to John Maxwell and Dallas Center-Grimes Community Schools!



Above, John Maxwell, Dallas Center-Grimes Schools, was named winner of the 2012 “Best of the Best” Competition. On the left, participants and several sponsors pose for a group photo during the 2012 Best of the Best competition.

Department offers waivers, exemptions

Continued from previous page

Common requirements for a public hearing include:

1. Prior publication of date, time and place of hearing.
2. Purpose(s) of the hearing shall be included in the notice.
3. The specifics of the notice vary. See authoring statutes at: <http://www.legis.state.ia.us/IACODE/2003SUPPLEMENT/tablesandindex/> by entering the appropriate chapter and sections. The public hearing is an opportunity for the public to provide input on the proposed issue. It can be part of the regular board meeting, or it may be a special board meeting. In either case, the minutes of the meeting shall document that the public was given an opportunity to comment regardless of whether anyone attended or provided input. For more information, contact the Department’s Rebecca Griglione at 515-281-3170 or Rebecca.griglione@iowa.gov.



Nutrition, Health and Transportation

School Wellness policy updates

Schools promote healthy students by supporting wellness, good nutrition and regular physical activity as a part of the total learning environment. Improved health optimizes student performance potential.

With the passage of the [Healthy Hunger Free Kids Act of 2010](#), the U.S. Department of Agriculture recently updated its model Local Wellness Policy (LWP) to include new policy requirements for school districts. The LWP is to:

Include goals for nutrition promotion; permit physical education teachers and school health professionals to participate in the development of the LWP; provide for continued participation, by the Wellness Committee, in implementation and periodic update and review of the LWP; inform and update the public (including parents, students and others in the community) about the content and implementation of the LWP; and measure periodically and make available to the public an

assessment on the implementation of the LWP, including the extent to which schools are in compliance with LWP, the extent to which the local LWP compares to the model LWP, and to describe the progress made in attaining goals of the LWP.

The Iowa Association of School Boards, in collaboration with the Iowa Department of Education's Bureau of Nutrition and Health Services, updated its sample policy found at <http://www.ia-sb.org/PolicyLegal.aspx>, under *Policy Issues*, to include the new requirements.

It's recommended that school boards make and implement the changes to comply with new federal requirements. The Bureau of Nutrition and Health Services, along with School Improvement, will look for these updates during school review visits. Contact Patti Delger at patti.delger@iowa.gov for additional information.

Here's how to share the word about meal changes

Four new videos are now available to assist in communicating changes in the school lunch program.

Each video targets a different age group: elementary, middle school, high school, and adult.

The videos range from four to seven minutes. They are available at www.educateiowa.gov/index.php?option=com_content&view=article&id=2666.



Please plan on how to use these resources and share them with groups or organizations that may be interested. For more information, contact Ann Feilmann at ann.feilmann@iowa.gov.



Legislative Update

Contact Mike Cormack for all legislative items: mike.cormack@iowa.gov or 515-281-3399.

Cormack at the Capitol Potlucks, sports — and education

After nine months of long-distance commuting to work, my wife and I have purchased a home in Polk County. In an extremely kind gesture, the people of Massena, where I taught since 2002 and lived since 2003, held a potluck for us. I doubt the heartfelt gesture is unique in Iowa, a place where a health crisis ensures casseroles and cards arrive at your house. It reminds me of the special responsibility that each of us has to provide an outstanding educational system to the people of Iowa.

As the policy liaison at the Iowa Department of Education, I have added some responsibilities as a rules coordinator and ex-officio member of the governing boards of the Iowa High School Athletic Association and Iowa Girls High School Athletic Union (IGHSAU). After serving 12 years in elected office where I often was at odds with administrative rules, now I get to work with them. Administrative rules are where laws are put into action by an agency. It's a learning process, though admittedly it feels as if I am atoning for past sins as a former House member and mayor. I have a steep learning curve but know that one basic philosophy should result from this process: the final result that meets legislative intent. I welcome your input as we formulate rules in a wide range of educational topics that impact Iowa schools.

As mayor, I could not vote on issues that came before the city council. I had the ability to cast a veto, though I never used it in four years. Hopefully that experience has given me the ability to function properly as a non-voting member of each athletic board. I am allowed to provide input at each meeting (which essentially puts me on par with the representation of Guam and Puerto Rico in the U.S. Congress). As a former coach and middle school athletic director, I feel privileged to be a part of both groups, and I hope to do positive work that helps our Iowa student athletes.

As a new board member, I was able to participate in the IGHSAU board meeting held July 20 in Fort Dodge. It was not lost on me that I was able to participate as an official member at my first board meeting and, later that day, hand out my first tournament trophy, in my hometown. The State Softball Tournament is an important part of the tradition of Fort Dodge. I was able to participate in the ceremony that concluded the Class 1A championship between Martensdale-St. Marys and Earlham. My congratulations to both teams for a well-played 1-0 extra innings game, which featured great play and sportsmanship from each. Martensdale-St. Marys should be proud of the softball championship, but Earlham also played like a champion. I give my thanks to both schools for welcoming me to this position with such a nicely played game.

Iowa communities are defined by both their schools and the activities that take place in those schools. With about 350 school districts, countless Iowa educators are preparing to start a new school year in August where they will have the honor to teach, coach and lead young Iowans. Good luck in that work, and hopefully a potluck or two will take place in your town to remind you of how special our state is.



Reorganizing or sharing your district soon?

Is your district planning to reorganize in the next few years? Or has your district entered into a new whole-grade sharing arrangement, terminated a whole-grade sharing arrangement, or changed the shared grades in your existing whole-grade sharing arrangement?

If so, please contact the Department's Joyce Thomsen with that information, and keep her informed periodically of your progress. Joyce can be reached at joyce.thomsen@iowa.gov or 515-242-5612.

Calendar

- August 1 • Special Education District Court Placed Claim due
- August 1 • Special Education Foster Care Claim due
- August 1 • Special Education Provided to Nonpublic Schools Claim due
- August 1 • Progress Report Toward Reorganization due
- August 1 • Foster Care Claim Site closes
- August 1 • Foster Care Claim due

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



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