



A MONTHLY JOURNAL  
FOR IOWA EDUCATORS

# School Leader Update

August 2013

## 90+ schools join in Rtl partnership

Collaborating for Iowa's Kids (C4K) is pleased to announce more than 90 schools that have accepted invitations to partner with the state to refine statewide implementation of Response to Intervention focused on early literacy within the Iowa Core.

Districts and elementary schools invited to be part of this first phase this fall will be supported by the following:

- Access, training and support to use Iowa TIER (Tools for Innovation in Educational Results, Iowa's new data system to support data-based decision-making);
- Access, training and support in the use of Iowa's Universal Screening and Progress Monitoring Assessments;
- Processes, tools and coaching to support consensus, leadership, resource mapping, collaborative

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## Here's to a great school year

August is upon us, and the anticipation for the start of the school year is growing across the state.

This is especially true in the Magee household, which consists of an elementary student, a middle school student, a high school student, an elementary teacher, and yours truly. Good luck to all of you as we continue the important work of educating Iowa's children.



*D.T. Magee,  
Interim Director*

As a father, my greatest hope for my kids at the start of each school year is that they are met each day by educators who care enough to challenge them to maximize their potential and develop into lifelong learners.

I don't know what my children will do as they become adults, which is why I want them challenged to be the best they can be each and every day. Who among us can pick out, with certainty, the future leaders that will emerge from our student population?

We don't know what future potential exists within each child we serve. As a result, all of our children deserve to be educated as if they will become the most important leaders for our state and country.

On another note, let me take a moment to thank everyone who has submitted questions to the Department about all of the legislative changes impacting the education system in Iowa. I want to specifically highlight Teach Iowa, which serves as an online marketplace for education jobs in Iowa.

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# Teach Iowa site ushers in new era for education job market

Searching for an education job or candidate is about to get easier in Iowa.

On August 5, the state is launching a new online education job posting System (check your email that day for site information). The Teach Iowa system simplifies the search for education jobs and employees, expands the pool of job candidates statewide, and makes hiring and applying for jobs more efficient. The system is provided at no charge to employers and applicants.



Teach Iowa displays all job listings in public schools, area education agencies, and participating nonpublic schools, as well as positions at the Iowa Department of Education and at the Board of Educational Examiners. Job postings are updated in real time, and individuals can apply for jobs through an online application process. In the past, schools lacked one marketplace to connect with and recruit teachers and other employees. Teach Iowa broadens and diversifies the pool of job candidates statewide. This gives school administrators the tools they need to choose the right candidate for a position. All hiring decisions remain local. Schools also will be able to verify quickly that a job candidate is properly licensed and endorsed because the system eventually will be tied to state education licensing information.

Teach Iowa reduces costs and saves money for school districts and AEAs to direct to other educational needs. The system is part of the Teach Iowa Initiative, a component of the 2013 education reform law that aims to attract top talent into the teaching pipeline. The new education reform law requires public schools and AEAs to post all job vacancies to the system starting August 5. The system is optional for nonpublic schools.

Teach Iowa is managed by the Iowa Department of Education and the Board of Educational Examiners. For more information, contact Marietta Rives at [marietta.rives@iowa.gov](mailto:marietta.rives@iowa.gov) or 515-281-6038 or Julie Carmer at [julie.carmer@iowa.gov](mailto:julie.carmer@iowa.gov) or 515-281-7144.

## If you're starting the year with a substitute teacher...

The Board of Educational Examiners has received questions regarding starting the school year with substitute teachers.

If a district cannot find a teacher who is properly licensed for a specific position, a substitute should not be used. Districts should instead find licensed candidates willing to pursue the necessary coursework and apply for conditional licensure. Districts also may not use a substitute teacher to temporarily cover a position while a 2013 graduate waits to pass the required assessments for licensure. School districts may only start the year with a substitute teacher under the following conditions:

- A substitute may fill in for a regularly licensed and contracted teacher who is on extended leave but will be returning.
- A substitute may fill an unusual last-minute resignation or last-minute new section until the position can be filled. A diligent search will need to be conducted immediately.

For more information, contact Joanne Tubbs at [joanne.tubbs@iowa.gov](mailto:joanne.tubbs@iowa.gov).



## Funds are available for STEM initiatives

School districts may apply for up to \$50,000 to help redesign their learning systems to strengthen science, technology, engineering and mathematics (STEM) education.

The funds can be used to pay for furniture, technology and equipment costs associated with a redesigned learning environment, travel expenses for district teams or designees to visit one or more exemplary STEM school models, professional development for STEM teachers, or other related costs.

School districts will be asked to match the investment through local cost-share for the project proposals. Community-based partnerships of businesses, higher education institutions and out-of-school organizations will be required of successful applicants. These community partnerships will serve as a mechanism to ensure STEM career and college readiness for all of Iowa's young people.

The grants became available after an executive order was signed by Gov. Terry Branstad calling for creating a framework in which districts statewide can provide a world-class education, encourage innovation and enhance economic development. The Iowa Governor's STEM Advisory Council designated the matched portion of the state legislative funding to promote Redesigned STEM Learning Environments. The number of proposals accepted will depend upon available funds and proposal requests.

Formed in 2011, the Advisory Council is a 40-member, public-private partnership dedicated to building a strong STEM education foundation for all Iowans.

The request for proposals, as well as more information on STEM education, is available at [www.iowaSTEM.gov](http://www.iowaSTEM.gov).



## Are you ready for competency-based education? Take the survey by Aug. 9

All superintendents should have received an invitation to complete a survey administered by the Competency-Based Education (CBE) Task Force during the last week of July.

The results of this important survey will be used to help the task force understand Iowa's readiness for implementation of CBE across the state and will guide plans for assisting districts to make this transition. CBE is a term used to describe the move in education from a time-based system (e.g., Carnegie unit) to a learning-based system.

If you did not receive the survey or if you have any questions about the study or about how to complete it, contact the Iowa Department of Education's Sandra Dop at [sandra.dop@iowa.gov](mailto:sandra.dop@iowa.gov). If you haven't had the opportunity to complete it, we encourage you to complete and submit it by August 9. For more information, visit the [Iowa CBE Task Force](#) web page. The state guidelines are available at the [Competency-based Pathways page](#).

## Districts in Need of Assistance determination coming in August

In August the Iowa Department of Education will be releasing Adequate Yearly Progress (AYP) results, which determine District and Schools in Need of Assistance (DINA/SINA) lists. In preparation for that information, please communicate within your district as appropriate the following information about DINA plans.

### DINA 3+

We are in the process of working with the U.S. Department of Education to determine next steps for DINA 3+ districts. At this point we will not be requiring districts to complete a DINA plan in C-Plan and will provide additional information on expectations when it is available. Once guidance is available, there will be a transition period to allow districts time to prepare and plan for any action steps that are required.

### DINA 1 and 2

We are working on transitioning questions from the Comprehensive School Improvement Plan Addendum to C-Plan for DINA 1 and DINA 2 districts identified for 2013-14. Our goal is to roll these questions out in C-Plan in mid-August. A copy of these questions may be found on the Department's [website](#).

For additional information, go to [DINA](#) or contact the Department's Karla Day at [karla.day@iowa.gov](mailto:karla.day@iowa.gov) or 515-281-7145.

## Site visit training for 2013-2014

Training sessions will be held in August and September for districts and schools having site visits during the 2013-2014 school year. The sessions will provide pertinent information and 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, Des Moines, on Wednesday, Sept. 12, from 1 to 4 p.m. School improvement consultants will offer site visit trainings in person in each AEA. See table below:

### Site visit training for the 2013-2014 school year

Consultant	Date	Time	Location
Holly Barnes	9/4/13	1:00-4:00	Keystone AEA, Elkader, Room D 5
Barb Byrd	9/11/13 9/12/13	9:30-11:30 1:00-3:00	GPAEA, Burlington office- Conference Room C GPAEA, Ottumwa office-Board Room
Elizabeth Calhoun	9/5/13	12:30 - 2:00	NWAEEA-Le Mars CSD, Administrative Offices (conference room upstairs)
Holly Barnes	9/5/13	1:00-4:00	Mississippi Bend AEA, Bettendorf-Yoder Room
Eric Heitz	8/26/13	9:00-11:00	AEA 267-Clear Lake-Room A
Eric Heitz	8/27/13	9:00-11:00	AEA 267-Cedar Falls-Room F
Eric Heitz	8/28/13	9:00-11:00	AEA 267-Marshaltown-Rooms A & B
Cindy Butler	9/4/13	12:30-2:00	Prairie Lakes AEA-Pocahontas, Twin Lakes Conference Room
Beth Happe	8/28/13	9:00-11:00	Heartland AEA-Johnston-Room 13 A & B
Janet Boyd	9/11/13	10:00-12:00	GHAEA, Iowa Western Community College, Harlan, Room 113.
Janet Boyd	9/12/13	10:00-12:00	GHAEA, Creston CSD Boardroom-801 N. Elm Street

## Considering building safe rooms?

Iowa schools continue to work with the Iowa Homeland Security and Emergency Management Division to develop and fund school safe room projects.

Thus far, 37 safe room projects in Iowa have been approved in 32 school districts for a total amount of \$40 million. The total population that can be protected by these safe rooms is 28,527.

The projects are paid for by the Hazard Mitigation Grant Program.

Safe rooms provide protection to students and staff during tornadoes and high winds. School safe rooms are multi-purpose rooms to include auditoriums, weight/wrestling rooms, classrooms, sports complex areas and school activity rooms.

For funding opportunities, visit the Iowa Homeland Security and Emergency Management [website](#). For more information, contact Dennis Harper at [dennis.harper@iowa.gov](mailto:dennis.harper@iowa.gov) or 515-725-9348 or Linda Roose at [linda.roose@iowa.gov](mailto:linda.roose@iowa.gov) or 515-725-9403.



## Open enrollment handbook

The open enrollment handbook for the 2013-14 school year and application for the 2014-2015 school year are available online at the following link: [http://educateiowa.gov/index.php?option=com\\_content&view=article&id=649&Itemid=1336](http://educateiowa.gov/index.php?option=com_content&view=article&id=649&Itemid=1336).

For more information, contact the Iowa Department of Education's Eric Heitz at 515-281-4726 or [eric.heitz@iowa.gov](mailto:eric.heitz@iowa.gov).

## Microsoft Settlement update sessions set for August

There will be an Iowa Communications Network session for all participants in the Microsoft Cy Pres program August 27-28 from 3:30 to 4:30 p.m. This session's title is "Microsoft Settlement Updates, 2013". The session will contain information regarding vouchers and claims, external evaluation participation information and procedure for amending your application. A representative from the claims administrator will be part of the session to help answer some of your questions. To participate in this session, register [online](#).

To register for this session at the room of your choice, click on the link provided. Read through the description of the event, then click on "register here" and follow the step-by-step instructions. Once your registration is submitted, watch your inbox for a confirmation/denial email. If you are denied, please reply to your denial email with your next choice (or choices) of rooms. Each session is limited to 65 participants and is set up for the eastern district (AEAs 1, 9, 267, 15 and 10) for August 27, and western (AEAs 8, 11, 12, 13) for August 30. Registration closes August 23. The next window for filing an addendum opens on August 1 and runs to March 31. The program ends on June 30, 2014. If you wish to pursue this, the next step is for the contact person to send an email on or after August 1 to John O'Connell ([john.oconnell@mchsi.com](mailto:john.oconnell@mchsi.com), [john.oconnell@iowa.gov](mailto:john.oconnell@iowa.gov) or 515-249-0334) saying that you would like to file an addendum. The product has to be linked to your focus area so it may be purchased for the grade levels that you have identified and for each of the eligible school buildings. Remember, any invoice can only run up to the ending date of June 30, 2014. So watch any subscriptions timelines. If this is a five-year subscription, you would only be able to claim one-fifth of the amount. Iowa Department of Education approval only means that the product is acceptable and linked to your application. A product eligibility list is located on the claims administrator [website](#). This website also includes the process for requesting a product consideration for inclusion.

Contact John O'Connell if you have changed any of your administration or your contact information for this program. In order to check the contact information, you will need to 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; [logon here](#). This is very important since this is the person contacted directly by the claims administrator, the external evaluator and O'Connell. Any changes should be reported to John O'Connell.

### ***Continued from page 1, Director Magee***

Teach Iowa simplifies the job search for employers and employees, expands the pool of job candidates, and reduces costs statewide. I encourage you to check out this new service when it becomes live on August 5. Please check your email that day for a link to the site. Job postings will be updated in real time, and individuals will be able to apply for jobs through the online application process. The site also is staffed by Department employees who are ready to help answer any questions you may have.

Thank you all for the work you do each day. The dedication and devotion of Iowa educators will make all the difference as we continue down the path of creating the best education system in the world.

Have a great school year.



# Early Childhood Preschool Programs

## Signing up for GOLD

Recent legislation indicated that Teaching Strategies GOLD online system should be used to assess every resident prekindergarten student or 4-year-old student enrolled in a district-sponsored program, implying that all preschool children enrolled in a district-sponsored program would be assessed.

Based on new requirements, districts and community partners should renew their existing agreements or register with GOLD by August 9 in order to activate your account before the school year begins. To sign up, complete the [form](#). Teaching Strategies staff will contact you within two weeks of completing the form to set up your agreement.

Districts may access professional development on the GOLD website once the local agreement is complete. Teachers and administrators are strongly encouraged to complete the professional development modules and the interrater reliability assessment. After logging in to Teaching Strategies, click on the Professional Development tab to access these features.

For information about the Statewide Voluntary Preschool Program for Four-Year-Old Children, contact Jennifer Adkins at [jennifer.adkins@iowa.gov](mailto:jennifer.adkins@iowa.gov) or 515-725-2219; Penny Milburn at [penny.milburn@iowa.gov](mailto:penny.milburn@iowa.gov) or 515-281-7844; or Amy Stegeman at [amy.stegeman@iowa.gov](mailto:amy.stegeman@iowa.gov) or 515-725-2273.



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inquiry and Iowa's early literacy framework within the Iowa Core;

- professional development, coaching and support to implement solutions based on building need;
- resource mapping, collaborative inquiry and Iowa's early literacy framework within the Iowa Core;
- assistance to enhance Universal Literacy Instruction; and
- Assistance in building targeted supports for literacy.

C4K is a partnership among the Area Education Agencies, the Iowa Department of Education, and local school districts. The intent of C4K is to work more effectively and efficiently as a full educational system. The C4K initial priority focus, collective efforts and resources are on early literacy with the goal that every Iowa child is a skilled reader by the end of third grade. C4K selected this priority focus because of the integral role literacy proficiency plays for success in all other academic and social areas.



To learn more about C4K and see the list of partner schools (under "The Latest News" tab), visit <https://sites.google.com/aea8.k12.ia.us/c4k>.

# Nutrition and Health Services

## Orientation for new school nurses

A new orientation for school nurses will be held August 5 in Des Moines.

The workshop provides expertise in areas such as communicable disease, immunizations, special health-care needs, medication administration, and emergency procedures. Speakers also will discuss the importance of school health as an essential component of the academic curriculum and its importance in student achievement.

Participants will learn about the role and legal responsibilities as they pertain to the Iowa Nurse Practice Act and Educational Codes of Iowa and be introduced to the Scope and Standards of School Nurse Practice.

Participants will have the option of being paired with an experienced school nurse mentor to assist in the first year of practice. Cost for the session, which runs from 7:30 a.m. to 4:30 p.m., is \$105. For more information and a sign-up document, visit the website of the [Iowa School Nurse Association](http://www.iasna.org).







## Legislative Update

Contact Mike Cormack for all legislative items: [mike.cormack@iowa.gov](mailto:mike.cormack@iowa.gov) or 515-281-3399.

### Cormack at the Capitol Why bacon parachutes worked; ostriches didn't

In our rotation and spin throughout the galaxy, we all try to put some order in what is the wackiness of human life. Early efforts like Hammurabi's Code tried to put some rules into effect with the famous "eye for an eye" adage so that folks weren't clubbing each other over the head over loaves of stolen bread or slanderous messages scrawled out in cuneiform.

Since then, rules have guided us for better or worse throughout many civilizations. I had the honor in one weekend of observing both the inaugural 2013 Bacon Bowl, in which Iowa lost to Utah and had the humiliation of the other team celebrating by proudly holding up bags of bacon on the field, and also zebra and ostrich races in Des Moines. In both the Bacon Bowl and in the exotic animal races, clear rules were shared with the crowd on the awarding of a victor.

As I observed bacon parachutes drifting from the rafters of Wells Fargo Arena with assembled masses scrambling for them and watched hapless jockeys falling off of ostriches and zebras, it appeared that the rules didn't always work as clearly as was intended. For example, ostriches were supposed to run 100 yards, cross the finish line and file into the waiting horse trailer in orderly fashion. But one decided to spin furiously like a top for more than a minute after the race, and another decided to reverse course, run past the starting gate and start a 15-minute process where top-notch professionals in the field tried everything to round up the bird. In the battle of chaos versus order, chaos earned the victory with the wandering ostrich.

With that said, rules are helpful in our world. They are particularly helpful to me, since I'm the rules coordinator at the Iowa Department of Education. Rules are written to help provide clarity and interpretation of our Iowa Code. Without rules of any sort, all of Iowa's 346 districts would be doing their level best to try to understand how to follow the law, but it wouldn't be as easy or consistent to do so. Some laws are clearly written with no room for ambiguity. But many leave details to the administrative process or need to be simplified from technical to practical form. If written correctly, rules should assist the local district.



While we write administrative rules throughout the year, late summer and early fall are the most hectic in the rules-writing process. Rules either are changed or created due to new legislation or circumstances in the field. Earlier this year, we had to create new rules in the area of adult education due to changes in the GED service provider. Other states did the same. The law didn't change but changes in the operations of the vendor did. Mostly though, new laws can force the creation of administrative rules. Sometimes the statute will require an agency to write rules and sometimes the changes simply make the current rules in conflict with the statute. When that is the case, the law always prevails and new rules must be written.

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## Legislative Update continued

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This year, when the operational sharing law was renewed past a scheduled expiration, it was also modified. New categories of employees could be shared. As a result, the administrative rules need to be updated to reflect those changes. That is one of the five administrative rules that went before the State Board of Education August 1. Others include rules that are on the topics of independent agencies accrediting nonpublic schools, school instructional time issues, the new year-long student teaching pilot project, and competency-based instruction.

As rules coordinator, I work with the experts throughout our department who have expertise in a given policy area to write the rules. Sometimes in a solo effort but more often with those experts, I will present those rules at State Board of Education and Administrative Rules Review Committee (ARRC) meetings. The State Board and ARRC will each see those rules. In that process, there is a public hearing where Iowans can visit the Grimes Building in person to give comment or can provide written comment through the hearing date.

The entire process takes 110 days on average from the initial State Board meeting to final adoption. I work with talented word-smiths from the Legislative Services Agency (LSA) who do a great job of making sure all administrative rules are written in common form and style. The red ink I receive back in punctuation and sentence structure remind me that I should have worked harder in high school English class. I have become adept at responding, "I agree," when grammar suggestions arise from the truly good people who work on the rules at LSA.

As the process unfolds, the Legislature through the ARRC determines if the rules move forward or if they need to be delayed or terminated. The 10-member ARRC committee, made up of five legislators from each chamber, must decide if the rules are in the spirit and letter of the law. If they do meet the general fabric of the law, they are allowed to go forward.

New legislation requires the administrative agencies to be narrow in scope in drafting administrative rules, with the law being the basis for the administrative action. I think our rules have been reflective of that, and we will continue to do our best to do that. We benefit from the input of Iowans and have made changes in the rules based on that feedback. I simply believe narrowly written rules, with an open process to review them, serves Iowans best.

By day's end, the best written administrative rules are reliant on how 346 school districts will follow them. We put much behind-the-scenes work. But, we can't plan for every scenario that might take place in every school district. My experience is that laws and rules are reactive much more often than proactive. If a loophole is found in our rules, we will come back and fix them.

We have done our job with the rules, unlike the frenzied ostriches being corralled.

Have a great start to the school year.





## Legal Lessons

Contact Nicole Proesch for all Legal Lessons items: [nicole.proesch@iowa.gov](mailto:nicole.proesch@iowa.gov) or 515-281-8661

### Back to school, back to business

I cannot believe it is already August and schools are preparing to go back in a few short weeks. This year will be the first time that I will experience the end of summer break from a new perspective, not as a student but as a parent.

My first born, Sophia, will begin kindergarten this fall. As we prepare to get her ready for her first day of class, I'm reminded of how my mom prepared me for school. We always looked forward to our back-to-school shopping trips for new clothes, shoes, and school supplies. Sophia already, at the age of 5, loves to shop so this will not be a problem for her. You could also count on my mom taking pictures of my siblings and I with our fingers held up in the air indicating the year of school we were going into.

Here is my kindergarten picture for your entertainment. I am not sure what was going on with my hair, but I don't think I had any control over it at the time. And of course, who can forget early morning trips to Donutland with my dad before school started? My husband plans to take Sophia to Topped Donuts before her big day.



Now as we plan for Sophia to start school, I know her experience will mirror mine and bring her the same fond memories I have. I am emotional about her first day, but I am also excited for the adventures in store for her. So, as we prepare her for a lifelong journey of learning, let me also prepare you for the beginning of this school year.

#### FERPA responsibilities

Federal law requires that school districts annually send parents a notice of rights under the Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA). The law does not state when the notices are to be sent to parents, but at the beginning of the school year makes the most sense. The U.S. Department of Education provides model notices at the links below. Questions about FERPA or the PPRA should be direct to the Family Policy Compliance Office of the U.S. Department of Education at 202-260-3887 or [FERPA@ed.gov](mailto:FERPA@ed.gov). Model notification of rights under FERPA (to be sent to families of elementary and secondary students):

<http://www2.ed.gov/policy/gen/guid/fpco/pdf/ferparights.pdf>

Model Notification of Directory Information under FERPA:

<http://www2.ed.gov/policy/gen/guid/fpco/pdf/directoryinfo.pdf>

PPRA Model Notice and Consent/Opt-Out for Specific Activities:

<http://www2.ed.gov/policy/gen/guid/fpco/pdf/ppraconsent.pdf>

Model Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA):

<http://www2.ed.gov/policy/gen/guid/fpco/pdf/ppranotice.pdf>

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## Common registration issues

### A. Proof of student's date of birth

1. Districts may require some form of proof of date of birth to ensure that child is "school age" (5 on or by September 15 and under age 21).
2. Nothing gives a district the right to require that the proof be a birth certificate.
3. Therefore, reasonable alternatives include an adoption record, certified statement of a physician, or anything reasonably reliable.

### B. Kindergarten, first graders

1. Iowa Code § 282.3 unequivocally states that a child must be 5 on or before September 15 to enter kindergarten and must be 6 on or before September 15 to enter first grade.
2. There is an Iowa [Attorney General's Opinion \(#79-7-3\)](#) stating that neither the Iowa Department of Education nor the local school district has discretion to disregard this law.
3. If the district decides that a child entering school should be in the first grade, the district needs to first enroll the child in kindergarten and then promote the child to first grade. This is solely at the local district's discretion.
4. Section 282.3 itself provides one exception to the requirement that a child be 6 on or before September 15 to enter first grade. If the child completed kindergarten in a school district at another state or in an accredited nonpublic school in Iowa, the child may be enrolled in first grade.
5. The Interstate Compact for the Education of Military Children also provides an exception for a child who moves into Iowa because of the deployment of a parent.

### C. Social Security Numbers

The Department of Education does not require Social Security numbers of students. Neither should schools and school districts other than on the free and reduced-price meal applications.

- D. Legal Names.** Per accreditation rule 12.3(4), students must be registered using the child's legal name (not, for instance, a stepfather's surname).

### E. Addresses

1. Do not accept only a post office box for an address unless it is known for certain that the family resides in the district. Districts have a right to know if those family members truly are residents.
2. In cases where one parent has a No Contact Order protecting him/her from the other parent or from a third party, accept the P.O. Box, but make sure that the parent registering children is a resident of the district. The protected party could, for instance, let the building principal know her street address in return for a guarantee that her child's records will only reflect the P.O. Box.
3. If all else fails, explain that Iowa Code 282.6 mandates that a district charge tuition of non-resident pupils. A district may assume non-residency until proper residency is proven. That should produce some street addresses.

# Legal Lessons continued

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## **Fees**

1. There is no such thing as a “registration fee,” so avoid using that term. The chart of allowable fees is at <https://www.edinfo.state.ia.us/web/appeals.asp?book=25&decision=62>.
2. Fee waivers, full and partial, are governed by Chapter 18 administrative rules, at <https://www.legis.iowa.gov/DOCS/ACO/IAC/LINC/07-10-2013.Chapter.281.18.pdf> A full waiver of all fees shall be granted if the student or the student’s family meets the financial eligibility criteria for free meals, for the Family Investment Program (FIP), for transportation assistance under open enrollment, or if the student is in foster care. A partial waiver is appropriate if the student or student’s family meets the financial eligibility criteria for reduced-price meals, and is based on “a sliding scale related to an ability to pay.” One simple way to justify the amount of a partial waiver is to make sure that it corresponds to the percentage of the reduced-price meal from full-price meal. Finally, each school district has discretion to grant a temporary waiver of one or more fees in the event of a temporary financial difficulty in the student’s immediate family. This temporary waiver may be granted at any time during a school year; the maximum length of a temporary waiver shall be one year.

## **Background checks on School Employees (New!)**

Under the newly passed Iowa Code section 279.69, the Legislature has closed the gap on the requirement for school district employees to have background checks. The newly passed law requires that all school district employees have a background check conducted in compliance with various Iowa laws by July 1, 2014. This new legislation includes other school employees such as cooks, custodians, paraprofessionals, and administrators who are not licensed with the Board of Educational Examiners. These employees must have a background check upon initially being hired and then every five years on the anniversary date of the employee. The law requires the school district to review information in the Iowa court information system, the sex offender registry, the child abuse registry, and the central registry for dependant adult abuse for information regarding the applicant. The school district must pay the costs of the checks and maintain documentation of compliance with this law.

## **Iowa School Safety Coalition (ISSC) Safety Tip**

[ISSC Bulletin #3 - \(Weather\) Safe Rooms & FEMA Funding](#)

## **Students with disabilities**

For legal questions regarding students with disabilities, contact Thomas Mayes at 515-242-5614 or [thomas.mayes@iowa.gov](mailto:thomas.mayes@iowa.gov).

## Calendar

### A limit for online learning through open enrollment

Iowa law caps the overall number of students who may participate in online learning through open enrollment. The exact formula is that no more than eighteen one-hundredths of 1 percent (00.18%) of students statewide may be enrolled in this type of open enrollment arrangement. So, approximately 850 students will be allowed to open enroll statewide in either CAM or Clayton Ridge. To see the number of students per district that may open enroll out to an online school, see the [Certified Enrollment 2012-2013 One Percent spreadsheet](#).

- August 1 • Foster Care Claim Certification Deadline
- September 1 • New Regional Academy Applications Due
- September 1 • Updates to the Vehicle Information System Due

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