



School Leader Update

Iowa Department of Education

January 2008

Resources for Iowa School Leaders

DIRECTOR'S MESSAGE – FROM JUDY JEFFREY

Pilot Projects Help Iowa Department of Education Map Future

The Iowa Department of Education along with our partners in area education agencies (AEAs) and higher education are working as hard as ever to help students achieve. We have embarked on several initiatives that, at first, may seem unrelated. Take a closer look, and you will see a coordinated effort that focuses squarely on student success.

One initiative is the Iowa Core Curriculum. To understand this initiative, we must first look at content standards. In Iowa, we have statewide content standards in math, reading, and science. In 2007, the state legislature required school districts to adopt the [core content standards](#) from Iowa's federally approved standards and assessment system. While important, standards are just the start of curriculum reform. How it comes to life in the classroom is at the heart of the core curriculum initiative. The core curriculum, which currently districts may adopt voluntarily, provides teachers a tool to help ensure students meet the core standards. But it is much more than that. The core curriculum provides additional guidance on the concepts and skills that are necessary for all students to attain the standards.

This initiative began even before the legislature mandated the state's core content standards. In 2005, the department collaborated with representatives from various education stakeholder groups to construct the core curriculum for high school math, science, and literacy.

In 2007, the state legislature not only mandated the content standards, it also approved expanding the core curriculum to include kindergarten through 8th grade and the subject areas of social studies and 21st century learning skills, including civic, health, technology, and financial literacy, and employability skills. Social studies core content standards will also be provided in the expanded version.

Stakeholder work teams are now identifying the essential concepts and skill sets in these expanded areas and will offer a recommendation to the State Board of Education in April. Teams are also developing model teaching units in high school literacy, math, and science.

In developing a path for enhanced student achievement, the core content standards and core curriculum address what and how students will learn. The Iowa Department of Education is going even deeper by taking on an initiative that addresses the depth of student learning. This initiative is called "authentic intellectual work." In simple terms, the department is helping schools engage students in higher-level thinking and in-depth understanding. Currently, there are teachers in nine high schools participating in authentic intellectual work training to improve instruction and we anticipate the number of participating schools will increase to 40 next year. The ultimate goal is to provide in-state trainers to schools throughout the state that wish to engage in this type of work.

Finally, Iowa is one of 10 states working with the U.S. Department of Education on formative assessment. [Formative assessment](#) is a process of evaluating students during instruction so teachers can make instructional adjustments, if needed. It is assessment *for* learning, not assessment *of* learning. Through the pilot project, teachers are engaged in professional development aimed at improving assessment practices. There are currently four pilot high schools and more may be added next year.

By defining essential skills and concepts, helping schools develop ways to engage students in higher-level thinking, and providing teachers effective tools and frameworks, the department is laying out a road map to improved education in Iowa.

2007 Breaking Barriers Award Winners

Lt. Governor Patty Judge and members of the State Board of Education recently honored five Iowa school districts for improving gaps in student achievement. Charles City, Dubuque, Knoxville, Southeast Polk, and Waterloo community school districts each received a *Breaking Barriers to Learning and Teaching Award*, which was created by the State Board of Education to recognize successful efforts to eliminate achievement gaps by improving instruction, curriculum and programs, and professional development opportunities for school staff.

Districts earned the award if they made significant improvement among any subgroup of students in at least one grade level and subject, without allowing any other subgroup of students to decline significantly.

The State Board of Iowa and the Iowa Department of Education commend these districts for their efforts on providing support to struggling learners, while still addressing the learning needs of its high-achieving students.

4th Annual High School Summit Materials Now Available Online

Selected summit presentations and addresses from the 4th Annual High School Summit are available online from the video section of Iowa Public Television's website: <http://www.iptv.org/video/>.

Some of the presentation and document files from this year's summit are available from the following website: <http://www.aea13.org/IowaHighSchoolProject/>. Additional files from the summit will be posted as they become available.

SCHOOL IMPROVEMENT

Open Enrollment 2007-2008 Transportation Assistance Rate Set at \$376

Eligibility for open enrollment transportation assistance to families that qualify is determined by the *resident* district. Transportation assistance is only available to families that open enroll between contiguous districts. The cost incurred by the resident district should be deducted from the per pupil tuition.

The resident district has the authority to determine how the assistance will be provided. The resident district may meet its statutory obligation in one of three ways:

- The resident district may provide transportation for the pupil(s) to a stop on the bus line of the receiving district.
- The resident district may allow the receiving district to enter the resident district to pick up the pupil(s) if the receiving district requests this arrangement.
- The resident district may provide a parent/guardian with reimbursement at \$376 for up to four children per family — one secondary and up to three elementary children.

For more information about open enrollment, please contact Lois Irwin at 515-281-8582 or lois.irwin@iowa.gov.

QUALITY TEACHING

2008 Winter Institute to be Held

School Administrators of Iowa (SAI) and the Iowa Department of Education (DE) will be hosting the 2008 Winter Institute. For registration information, visit <http://www.sai-iowa.org/events.html>. This is a one-day event that is repeated in the following regions:

- West Des Moines, Marriott: February 19
- Coralville, Marriott: February 20
- Storm Lake, Kings Point Resort: February 21

The session will include:

- Technical assistance regarding the new requirements for the Attendance Center Plans and Individual Teacher Development Plans

- Frequently Asked Questions about the Teacher Quality Act
- Updates from the DE about the Iowa Core Curriculum

If you have any questions, please contact Deb Hansen at deb.hansen@iowa.gov or 515-281-6131.

Effective Practices in Secondary Literacy workshop scheduled

The *Effective Practices in Secondary Literacy: Instruction at the Core of Improved Student Learning in Middle and High School Literacy* workshop will be held January 22 in West Des Moines and January 24 in Cedar Rapids. The workshop will emphasize effective practices in literacy instruction and in leading instructional change at the middle and high school levels.

Presenters will connect the characteristics of effective instruction to Iowa's state initiatives in secondary literacy and the Iowa Core Curriculum. In addition, practitioners engaged in Question-Answer Relationships (QAR), a component of Questioning as Thinking, and Concept Oriented Reading Instruction (CORI) will provide an overview of each initiative as well as address the school improvement components necessary to implement and sustain an initiative with integrity.

January 14 is the deadline to register for this workshop. There is no fee, but you do need [to register](#). If you have any questions, please contact Deb Hansen at deb.hansen@iowa.gov or 515-281-6131.

Second Chance Reading Academy Offered

This winter, the Iowa Department of Education (DE) will be offering a Second Chance Reading (aka Second Chance to Read) Academy. This session is being provided to assist districts that have had mid-year personnel turnover or have an urgent need to prepare a Second Chance Reading (SCR) teacher.

The DE will also offer a Second Chance Reading Training-of-Trainers sometime in June. To participate, individuals must have completed the initial SCR training and submit a completed application.

Second Chance Reading is a program that provides a specific course for struggling readers at the middle and high school levels. Second Chance Reading focuses on comprehension skills, vocabulary development, and fluency in both fiction and non-fiction textual materials.

For more information, contact Janet Stos at janet.stos@iowa.gov or 515-281-0127.

LEGAL LESSONS

The contact for all Legal Lessons items is Carol Greta, carol.greta@iowa.gov; 515-281-8661. Past Legal Lessons articles about topics that are universally true and always relevant can be found on the Iowa Department of Education website at <http://www.iowa.gov/educate/content/category/11/411/985/>. You can also view appeal decisions rendered by the State Board of Education or the director of the Iowa Department of Education between 1991 to present at <https://www.edinfo.state.ia.us/web/appeals.asp?>.

Summary of Accreditation Rule Changes

The following link contains the updated version of accreditation (chapter 12) rules: <http://www.legis.state.ia.us/Rules/Current/iac/281iac/28112/28112.pdf>. Below are the changes to chapter 12 rules adopted by the State Board in 2007. (Many other rules in other chapters were amended; these are just the accreditation rules.)

RULE	CHANGE
12.1(1)	Adds sexual orientation, gender identity, and socioeconomic status as protections to students for equal opportunity to courses and programs
12.2	Prekindergarten programs include all state-funded preschool programs for accreditation purposes
12.2	"At-risk student" may include a student with disabilities
12.2	"Library program" defined (see also 12.3(12))
12.2	"School counseling program" defined (see also 12.3(11))
12.3(6)	Adds sexual orientation and gender identity to student responsibility and discipline policies
12.3(11)	Adds the new mandatory standards for a K-12 comprehensive school counseling program

12.3(12)	Adds the new mandatory standards for a K-12 library program
12.3(13)	Adds the new mandatory anti-harassment and anti-bullying policy
12.4	(Districts only) requirement to have a school nurse
12.4(11)	Teacher files DO NOT need to include their transcripts
12.8(1)"a"(2)	Adds a new school improvement advisory committee (SIAC) duty to make recommendations to local school board about harassment or bullying prevention goals, programs, training, and other initiatives
12.8(1)"c"(2)	Adds that local standards and benchmarks shall include Iowa's core content standards as approved by the U.S. Department of Education and requires assessments to be aligned to same
12.8(4)"b"(5)	Adds authority to Iowa Department of Education to conduct a Phase II visit upon recommendation of School Budget Review Committee
12.3(7) 12.3(10) 12.5(17)	Rescinded

Student Records

Student records are the property of the school, not the student. When a student transfers to School B from School A, School A sends a COPY ONLY of the elements of the student's permanent file to School B. School A retains the original permanent file, and School B uses the copy sent to it as the building block on which School B builds its own permanent file for the student. For additional information about student records, please see the online Legal Lesson at <http://www.iowa.gov/educate/content/view/1160/985/>.

Open Enrollment Appeal Decision

At its December 13 meeting, the State Board issued new criteria for analyzing late-filed open enrollment requests that allege repeated acts of harassment. This was the first such appeal to the State Board following the enactment of the new anti-bullying/anti-harassment law and its definition of bullying and harassment. (To read the State Board's full decision from December 13, go to:

<http://www.iowa.gov/educate/images/stories/appeals/janett.pdf>)

Accordingly, the new criteria are as follows:

- 1:** The harassment must have occurred after March 1 or the student or parent is able to demonstrate that the extent of the harassment could not have been known until after March 1.
- 2:** The harassment must be specific electronic, written, verbal, or physical acts or conduct toward the student which created an objectively hostile school environment that meets one or more of the following conditions:
 - (1) Places the student in reasonable fear of harm to the student's person or property.
 - (2) Has a substantially detrimental effect on the student's physical or mental health.
 - (3) Has the effect of substantially interfering with a student's academic performance.
 - (4) Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.
- 3:** The evidence must show that the harassment is likely to continue despite the efforts of school officials to resolve the situation.
- 4:** Changing the student's school district will alleviate the situation.

A parent or guardian who files an application for open enrollment after the March 1 deadline and alleges repeated acts of harassment is entitled to a hearing before the resident school board to try to prove that the application should be granted. The new criteria should be used by local boards, school officials, and the State Board of Education.

School in a Disaster Area Reminder

When Governor Culver or President Bush, or both, declare certain areas to be "disaster areas," that declaration merely entitles the inhabitants to state and/or federal assistance. It does NOT mean that the district is excused from making up any lost school days!

Rules Proposed for Adoption

The following chapters of Iowa Department of Education (DE) administrative rules are in the early stages of formal rulemaking at the present time:

- Chapter 17, open enrollment denials based on voluntary diversity (desegregation) plans.
- Chapter 83, educator quality rules
- Chapter 36, academic eligibility for interscholastic sports

For additional information about these rules, please see [Rules to be Adopted](#).

EARLY CHILDHOOD PRESCHOOL PROGRAMS

Statewide Voluntary Preschool Program for Four-Year-Olds Assistance Offered

The Iowa Department of Education (DE) is providing technical assistance to districts planning to apply for Statewide Voluntary Preschool Program for Four-Year-Olds funding for the 2008-2009 school year. They include:

- Regional Collaboration Summits hosted by area education agencies (AEAs) in January. Districts may register teams of five members with their AEA at the following sites.

<u>Date</u>	<u>Site</u>	<u>Contact for Registration</u>
1/9/08	Cedar Falls AEA 267	Virgene Hopkey Alison Bell
1/15/08	Urbandale AEA 11	Cathy Eddy
1/16/08	Council Bluffs AEA 13	Pam Elwood
1/25/08	Dubuque AEA 1	Barb Olson

- An Iowa Communications Network (ICN) session regarding assessing community needs is scheduled for February 1 from 1:00 – 3:00 p.m. Registration information will be posted on the DE website.
- A teleconference reviewing the rules and requirements is scheduled for Tuesday, Feb. 26 from 1:00 – 3:00 p.m. The same teleconference will be replicated Thursday, Feb. 28 from 10:00 a.m. – 12:00 p.m. Directions for participation will be posted on the DE website.

Application writing guidance will be provided this spring after the 2008-2009 application is posted. Additional guidance is also available at <http://www.iowa.gov/educate/content/view/940/1103/1/3/>. Districts that received funding during the 2007-2008 school year do not need to reapply for future funding. The Annual Preschool Certified Enrollment Count will generate subsequent funding. Districts that have already received funding will be invited to attend training on quality early childhood curriculum scheduled for February 19-20. Registration information will be forthcoming from the DE. If you have any questions, please contact Lorri Cooper (lorri.cooper@iowa.gov or 515-281-3033) or Susan Ward (susan.ward@iowa.gov or 515-281-4709).

TRANSPORTATION

Hybrid Electric School Buses Ceremony Rescheduled

The ceremonies officially unveiling the two new hybrid electric school buses in use in Iowa have been re-scheduled for January 24th. Dignitaries and school district officials will preside over the ceremonies scheduled for 9:00 a.m. in Nevada and 2:00 p.m. in Sigourney. The buses were delivered to the school districts in mid-

December and are currently in service. Contact Max Christensen at 515-281-4749 or max.christensen@iowa.gov for questions about the program or the upcoming ceremonies.

STUDENT HEALTH AND NUTRITION

Free and Reduced Lunch Verification Summary Reports Reminder

Free and Reduced Verification Summary Reports for the School Meal Programs are due online to the web based CNP 2000 system no later than January 15, 2008.

Local educational agencies that have not submitted their reports by this date may have claims held until the reports are done. Please contact Nancy Christensen with the Bureau Nutrition, Health and Transportation Services at nancy.christensen@iowa.gov or 515-281-5663 if you have questions or if you experience problems.

Norovirus School Prevention and Management

As a result of confirmed cases of norovirus in Iowa, schools have been identified as potential sites for norovirus outbreaks. The Iowa Department of Education and the Department of Public Health are sponsoring an Iowa Communications Network (ICN) session about this topic on Monday, Jan. 28 from 2:00 – 3:00 p.m.

This ICN session will identify measures that can significantly reduce the risk of a norovirus outbreak. The session will:

- Explain the epidemiology of norovirus
- Describe key steps in managing an outbreak of norovirus within a school setting
- Discuss recommended environmental cleaning steps used during a norovirus outbreak, and
- Identify additional resources for school officials.

To register for session and site at Iowa Public TV K-12 Connections, go to http://www.iptv.org/iowa_database/event-detail.cfm?ID=8503/. If you have any questions about this session, please contact Charlotte Burt at charlotte.burt@iowa.gov or 515-281-5327.

CALENDAR

Deadlines and Dates to Remember

January 8	Rule Chapter 83 (Teacher Quality) Public Hearing 1:00 p.m. in Grimes Building-State Board Room, Des Moines
January 8	Rule Chapter 17 (Desegregation) Public Hearing 2:00 p.m. in Grimes Building-State Board
January 14	Deadline to register for <i>Effective Practices in Secondary Literacy: Instruction at the Core of Improved Student Learning in Middle and High School Literacy</i> workshop scheduled for January 22 (Register for this event ; click on “Sign Up”) and January 24 (Register for this event ; click on “Sign Up”).
January 18	Iowa Quality Preschool Standards ICN session
January 22	<i>Effective Practices in Secondary Literacy: Instruction at the Core of Improved Student Learning in Middle and High School Literacy</i> workshop – West Des Moines
January 24	<i>Effective Practices in Secondary Literacy: Instruction at the Core of Improved Student Learning in Middle and High School Literacy</i> workshop – Cedar Rapids

- February 1 *Statewide Voluntary Preschool Program for Four-Year-Olds: Assessing Community Needs* ICN session; 1:00 – 3:00 p.m. Registration information will be posted on the Iowa Department of Education website.
- February 19-20 Statewide Voluntary Preschool Program for Four-Year-Olds: Quality early childhood curriculum training for current funded districts. (Registration information to come, please see “[Statewide Voluntary Preschool Program for Four-Year-Olds Assistance Offered](#)” article above.)
- February 26 Statewide Voluntary Preschool Program for Four-Year-Olds rules and requirements teleconference; 1:00 – 3:00 p.m. Directions for participation will be posted on the Iowa Department of Education website.
- February 28 Statewide Voluntary Preschool Program for Four-Year-Olds rules and requirements teleconference; 10:00-12:00 p.m. Directions for participation will be posted on the Iowa Department of Education website.

You can view a complete Iowa Department of Education calendar of events at <http://www.iowa.gov/educate/calendar/calendar.html>.

SCHOOL LEADER UPDATE is produced monthly by the Iowa Department of Education for school leaders of Iowa. Comments and submissions should be sent to Elaine Watkins-Miller at elaine.watkins-miller@iowa.gov or 515-281-5295.

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, email: OCR.Chicago@ed.gov.

Rules Proposed for Adoption

The following chapters of the Iowa Department of Education (DE) administrative rules are in the early stages of formal rulemaking at the present time:

1. Chapter 17, open enrollment denials based on voluntary diversity (desegregation) plans

Only six districts presently have the ability to legally deny open enrollment requests based on desegregation plans. If any of those districts desires to maintain that ability it must submit a new "diversity" plan with the DE that has been adopted by its local board by March 1, 2008. These rules were published in the December 19 *Administrative Rules Bulletin* of the Iowa Legislature, available online at <http://www.legis.state.ia.us/Rules/Current/Bulletin/IAB071219.htm> (scroll down to Iowa Department of Education rules) OR go to <http://www.iowa.gov/educate/content/view/1130/104/> and click on Tab L. This is less cumbersome than looking through the *Administrative Rules Bulletin*, but this version may be stylistically incorrect because the rules at Tab L are in the format pre-editing.

Public hearing on these rules will be January 8 from 2:00 to 3:00 p.m. in the State Board Room at the Grimes State Office Building in Des Moines. These amendments are on track to be adopted by the State Board at its meeting on February 6.

2. Chapter 83, educator quality rules

This chapter of rules now includes the standards and criteria for area education agency (AEA) employees who meet the statutory teacher quality definition of "teacher," as well as the new standards and criteria for administrators under Iowa Code chapter 284A, Administrator Quality. These rules were published in the December 19 *Administrative Rules Bulletin* of the Iowa Legislature, available on-line at <http://www.legis.state.ia.us/Rules/Current/Bulletin/IAB071219.htm> (scroll down to Iowa Department of Education rules) OR go to <http://www.iowa.gov/educate/content/view/1130/104/> and click on Tab J. This is less cumbersome than looking through the *Administrative Rules Bulletin*, but this version may be stylistically incorrect because the rules at Tab J are in the format pre-editing.

Public hearing on these rules will be January 8 from 1:00 to 2:00 p.m. in the State Board Room at the Grimes State Office Building in Des Moines. These amendments are on track to be adopted by the State Board at its meeting on February 6.

3. Chapter 36, academic eligibility for interscholastic sports

On December 13, the State Board voted to give public notice of its intent to amend the academic eligibility rule and to make other changes to the chapter of rules that govern interscholastic athletic competition. These rule changes are scheduled to be adopted by the State Board at its April 3 meeting. To read the changes in full, go to <http://www.iowa.gov/educate/content/view/1145/1495/> and click on Tab E.

The primary change is to remove the requirement that the period of ineligibility be recognized only in a sport in which the student was a bona fide competitor. The second major amendment changes the period of ineligibility from 20 school days to 30 calendar days. A student who does not pass all credited coursework now is ineligible for 30 calendar days in the next interscholastic athletic activity in which the student participates.

Other changes in the chapter 36 rules are as follows:

1. A new paragraph was added to remind member schools that all failing grades, even those remediated by the student for transcript purposes only, must be reported to a member school to which the student transfers.
2. The word "compete" is defined to include dressing in full uniform and participating in pregame warm-ups with their teammates. A student who is ineligible either because of the transfer rule or academic rule may practice with the team, but may not participate in pregame warm-ups and may not be in full uniform during competitions.
3. Member schools are prohibited from allowing a student to compete in interscholastic competitions in the absence of reasonably reliable proof that the student is eligible to compete. (When a student transfers in, it is the obligation of the new school to withhold the student from competition until the school is certain that eligibility is not a question.)

A public hearing will be held on February 5, 2008, from 2:00 to 4:00 p.m., originating in the Iowa Communications Network (ICN) Room on the second floor of the Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa, at which time persons may present their views either orally or in writing.

The remote ICN sites are as follows:

Dubuque Community School District
2300 Chaney - Forum Building
Dubuque

Decorah High School
100 East Claiborne Drive
Decorah

Mason City High School
1700 Fourth SE, Room 113
Mason City

West Lyon High School
1787 Hwy 182 N
Inwood

Paullina-South O'Brien High School
307 W Groesbeck
Paullina

Paton-Churdan High School
606 Adrian St
Churdan

Laurens-Marathon High School
300 W Garfield
Laurens

Marshalltown High School
1602 S 2nd Ave
Marshalltown

Iowa Falls High School
1903 Taylor
Iowa Falls

Cedar Falls High School
1015 Division Street
Room Number: 148
Cedar Falls

West High School
Baltimore & Ridgeway
Waterloo

North High School
4200 Cheyenne
Sioux City

AR-WE-VA-High School
108 Clinton
Westside

Fort Dodge High School
819 N 25th St, Room 12
Fort Dodge

Bettendorf High School
3333 18th Street
Room Location: Media Center
Bettendorf

Muscatine High School
2705 Cedar
Room Number: 135
Muscatine

Cedar Rapids Community School District
346 2nd Avenue SW
Administration Building, Room #150
Cedar Rapids

Lone Tree Jr-Sr High School
303 S Devoes Street
Lone Tree

Ottumwa High School
501 E 2nd
Vocational Tech. Bldg, Room 157
Ottumwa

Central Decatur High School
1201 NE Poplar
Leon

Clarinda High School
100 N Cardinal Dr
Clarinda, IA

Lineville-Clio High School
200 W 6th St
Lineville

Burlington High School
421 Terrace Drive
Burlington

Fort Madison High School
20th St & Ave B
Ft Madison

Des Moines Central Campus
1800 Grand Ave
Des Moines

Carroll High School
2809 N Grant Rd
Carroll

Audubon High School
800 3rd Avenue
Room Number: 206
Audubon

Knoxville High School
102 N Lincoln St
Knoxville

Lewis Central Middle School
3601 Highway 275
Room Location: Media Center
Council Bluffs

Creston High School
601 W Townling
Creston