School Leader Update

Iowa Department of Education June 2007 Resources for Iowa School Leaders

NEWS FROM THE DE

USDE Approves Iowa's Growth Model

The U.S. Department of Education (USDE) has approved the Iowa Department of Education's application to use a growth model to partially determine if students across Iowa are making progress toward academic proficiency. Iowa is approved to immediately use the growth model for No Child Left Behind (NCLB) accountability reporting.

The USDE has approved the Iowa growth model for only grades three through eight. In addition, districts will not be able to use a confidence interval in the growth model pilot.

More information regarding the growth model and its effect on school districts will be provided in a later issue of the *School Leader Update*.

DE Provides Four-Year-Old Voluntary Preschool Program Information Online

In order to provide school leaders with a full range of easily accessible information about the new Statewide Voluntary Preschool Program for Four-Year-Old Children, the Iowa Department of Education (DE) is providing information in one location on its website.

Information includes a brief summary of the legislation, information on who can apply for funds, application requirements, technical assistance, guiding practices, a calendar of events, supporting links, and contact information. *Please note that the grant application will be available online the afternoon of June 1*.

All this information may be found at http://www.iowa.gov/educate/content/view/940/1103/. In addition, a quick link to the site can be found on the DE's homepage (http://www.iowa.gov/educate/) under "Latest News."

Please know that the Iowa State Board of Education approved emergency rules for the Voluntary Preschool Program for Four-Year-Old Children on May 29. The rules are now online. A public hearing will be held on July 10, 2007, from 9 a.m. to noon, originating in the ICN Room (Grimes Building) at which time persons may present their views either orally or in writing. The State Board will then adopt final language in late July.

Anti-bullying/harassment Sample Policy Available Online

The 2007 Iowa Legislature recently adopted a new law that requires school districts to have anti-harassment and anti-bullying policies. The Iowa Department of Education (DE) and the Iowa Association of School Boards (IASB) have provided a sample policy that addresses the requirements in the new legislation. The sample policy is available online at http://www.iowa.gov/educate/content/view/942/1106/. It is also available at http://www.iowa.gov/educate/content/view/769/917/1/4/. Please note that the sample policy is just that – a sample. It is recommended that school districts consult their legal counsel in developing local policies. This sample policy is also on the Iowa Association of School Boards' website at www.ia-sb.org.

Mary Gannon and Carol Greta taped two one-hour-long Iowa Communications Network (ICN) non-interactive sessions on the new law (Senate File 61) on May 24. Any school official who could not attend an ICN session (both sessions were identical in content) may contact Trista Peitzman of Iowa Public Television (IPTV) via email at trista@iptv.org about other sessions that will be scheduled.

For questions, please contact Mary Gannon (515-288-1991 or mgannon@ia-sb.org) or Carol Greta (515-281-8661 or carol.greta@iowa.gov).

REVISED Iowa Youth Survey District Reports Emailed to Superintendents

Revised 2005 Iowa Youth Survey district reports were emailed to all participating district superintendents during the week of April 23. The email message was sent by Pam Pfitzenmaier and contains two attachments: a memo describing the revisions and the revised district report. Please note that districts will not receive a hard copy of the revised report. Superintendents are encouraged to share the revised report with their staff and community.

Revised state and county reports can be found at www.iowayouthsurvey.org and revised area educational agency (AEA) reports are posted on the DE's website at www.iowa.gov/educate/content/view/503/919/1/1/. For additional information, contact Janell Brandhorst (515-281-5288 or Janell.Brandhorst@iowa.gov) or Jane Todey (515-281-8514 or Jane.Todey@iowa.gov).

Teacher of the Year Nominations Due

The nomination deadline for the 2008 Teacher of the Year has been extended from May 1 to June 29.

Anyone, including school administrators, colleagues, students, parents, college faculty, and associations, may nominate teachers for the award. Winners are chosen by a committee that includes representatives of the Iowa Department of Education (DE), the Iowa State Education Association (ISEA), the School Administrators of Iowa (SAI), the Parent Teachers Association (PTA), the past Iowa Teacher of the Year, and representatives from higher education institutions.

The Iowa Teacher of the Year may serve as the Iowa Ambassador to Education, acting as an education liaison to primary and secondary schools in this state.

The Iowa Teacher of the Year Award was established in 1958 and is sponsored by the DE through an appropriation from the Iowa legislature. The award provides an opportunity to recognize an outstanding Iowa teacher.

Please visit http://www.iowa.gov/educate/content/view/686/664/ to obtain a nomination form. For questions, please contact Jan Kuhl at 515-281-3552 or janice.kuhl@iowa.gov.

DE Provides School Financial Report Card Online

Senate File 2272 was passed by the 2006 Legislature and created Chapter 279.63, Code of Iowa. This section requires each school district to distribute a financial report on an annual basis.

To assist school districts in compiling and posting this report, the Iowa Department of Education (DE) has developed a webpage that offers the report card online for each Iowa district. The School District Financial Report Card may be accessed through the DE homepage (http://www.iowa.gov/educate/) under "Quick Links." It also available at https://www.edinfo.state.ia.us/data/financereport.asp .

Iowa code requires that the financial report contain eight items. These are:

1. All property tax levies, income surtaxes, and local option sales taxes;
2. The amount of funding received on a per pupil basis;
3. Federal funding received;
4. Teacher and administrator minimum, maximum, and average salary;
5. Teacher and administrator heath insurance and other alternative health benefit information;
6. Teacher and administrator employment statistics;
7. Student enrollment levels; and
8. Additional information as determined by each school district.

Through the online financial report card tool, the DE will provide all of the required information with the exception of teacher and administrator health insurance and other alternative health benefit information. That information is not available at the DE level. School districts will need to provide the health insurance/benefit information to the public through means designated at the local level. Districts may link the online School District Financial Report Card to their own websites.

Features offered on the online report card provided by the DE include a pull-down menu of school districts so users may choose the district financial report card they wish to view. In addition, headings in the report are linked to a definition page so that users have ready access to an explanation of each of the required items and the Iowa code chapter related to that item.

SCHOOL IMPROVEMENT

Competent Private Instruction Deadline for Reporting Student Progress

The Competent Private Instruction (CPI) deadline for parents to report the results of standardized tests or portfolio evaluations to the resident district is June 30. Districts shall submit form C-1 (found on page 20 of the CPI handbook) to the Iowa Department of Education (DE) for each student who has a national percentile rank of 30 or below in any one of the test areas indicated, **OR** who has less than six months progress on national grade equivalent from one year to another. (See 299A.6 for further details.) Districts shall NOT report test scores to the DE for students who are served by licensed teachers, or who were younger than age seven or older than age 16 on September 15 of the current school year.

The CPI handbook is located at http://www.iowa.gov/educate/content/view/301/504/. For additional information, contact Elizabeth Calhoun at 515-281-8170 or elizabeth.calhoun@iowa.gov.

Online Biology Class Designed for Struggling Learners

Several 2007 fall openings in an online general biology class are available for high school students with Individualized Education Programs (IEPs) who need a science credit. The course, which is taught by an endorsed science teacher and meets the federal definition of a highly qualified teacher, was specifically designed for struggling science learners. It was a resounding success when Iowa Learning Online (ILO) piloted the course this past school year with several high school students with and without IEPs. The students' special education teachers serve as onsite coaches while the students perform hands-on labs and complete assignments online. The course, sponsored by the Iowa Department of Education, is provided at no cost to the districts. The class description and student registration can be found on the ILO website: http://www.iowalearningonline.org/detail.cfm?cID=53&dID=181.

For additional information, please contact Norma Lynch with the Iowa Department of Education (515-281-6038 or Norma.Lynch@iowa.gov) or Arlan Thorson with Iowa Learning Online (515-238-4785 or athorson@iowalearningonline.org).

Educators Encouraged to Volunteer for Site Visit Teams

Iowa educators are encouraged to volunteer to participate in the Iowa Department of Education (DE) school improvement site visits scheduled for the 2007-2008 school year. The site visit schedule is located at http://www.iowa.gov/educate/content/view/495/897/.

Registration information is located on the DE website at www.iowa.gov\educate under “Latest News” on the right side. For technical assistance, contact Elizabeth Calhoun at elizabeth.calhoun@iowa.gov.

QUALITY TEACHING

DE and Partners Launch Strategist II MD Network

Based on an increasing shortage of special education Strategist II MD teachers, the Iowa Department of Education, in partnership with Morningside College and the University of Northern Iowa, is launching the Strategist II MD Network. The network will offer opportunities to licensed teachers to add the Strategist II MD endorsement through coursework offered jointly via the two teacher preparation programs. The Strategist II MD Network is scheduled to be launched in the fall of 2007. Additional information will be disseminated at that time.

For more information, please contact Norma Lynch with the Iowa Department of Education at 515-281-6038 or Norma.Lynch@iowa.gov.

Superintendents Reminded to Register for Iowa Evaluator Approval Training Program II

This is a reminder for superintendents to register for *Iowa Evaluator Approval Training Program II: Evaluation of Administrators*. The program is a two-hour renewal course provided to superintendents and other educational leaders responsible for the evaluation of administrators.

Participants take part in the first two modules on Sept.19, 2007, when Dr. Douglas Reeves addresses the participants. All remaining modules take place in each area education agency (AEA) on the dates of the area

superintendents' meetings. It is recommended that superintendents and other educational leaders whose *primary* responsibility is the evaluation of administrators take this course.

To register for this class, contact the professional development office at your local AEA.

Updated Data Collection Needed for Teacher Quality and Education Excellence

Due to the passage of Senate File 277 relating to Teacher Quality and the new definition of "teacher," districts and area education agencies (AEAs) will need to complete separate staff data verification for the 2006-2007 staff count through the Ed Info website (https://www.edinfo.state.ia.us/securelogin.asp). It is anticipated that the website will be ready on or about June 7. When the website is ready, an email will be sent to all district superintendents and AEA administrators. School nurses and any other staff with Statements of Professional Recognition (SPRs) will be the only verification needed for most districts.

For more details, contact Su McCurdy at 515-281-4738 or su.mccurdy@iowa.gov.

Highly Qualified Teacher ICN Session to Be Held

Beginning June 11, 2007, the Iowa Department of Education (DE) will conduct seven Iowa Communication Network (ICN) sessions for district personnel who have the responsibility for completing the "Licensed Staff Assignment" for the fall Basic Educational Data Survey (BEDS).

The purpose of the session is to introduce the DE's web-based system, which was created to assist in assuring all staff meets "Highly Qualified" requirements through the Staff Verification website.

The ICN sessions will be held on the following dates and times (attend only one session):

Monday, June 11, 2007 — 9 to 11 a.m.
Monday, June 11, 2007 — 1 to 3 p.m.
Monday, June 18, 2007 — 9 to 11 a.m.
Tuesday, June 19, 2007 — 9 to 11 a.m.
Tuesday, June 19, 2007 — 1 to 3 p.m.
Wednesday, June 20, 2007 — 1 to 3 p.m.
Friday June 22, 2007 — 9 to 11 a.m.

Reserved ICN locations for each of the sessions are listed in the attachments. When choosing a site in your area, please call the site ahead and make sure the room is open and available on that date.

Handouts for the session will be made available June 7 on the Highly Qualified Teacher webpage (http://www.iowa.gov/educate/content/view/941/1104/). **You will need to print and bring handouts to the ICN Session you plan to attend.** A downloadable video file of the ICN session will be available on the Highly Qualified Teacher webpage following the sessions.

For questions call Penny Bisignano at 515-281-7806 or penny.bisignano@iowa.gov.

DE and Associations Host Information Sessions on Teacher Quality Act

The Iowa Department of Education (DE), Iowa State Education Association (ISEA), and School Administrators of Iowa (SAI) will be hosting four one-day meetings to share information about the changes to the Student Achievement and Teacher Quality Act (Senate File 277).

This event will focus on professional development decision making and planning at the district, building, and individual teacher level. The target audience for this session is the local district Teacher Quality Teams. This one-day session will be held in four regions across Iowa between August 13 and August 19. The session will be recorded and DVDs will be available on request.

For locations and details, watch the "Latest News" section on the DE homepage (http://www.iowa.gov/educate/). ISEA and SAI will announce these sessions on their websites as well. Contact Deb Hansen at 515-281-6131 or deb.hansen@iowa.gov if you have any questions.

LEGAL LESSONS

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

EEOC Issues New Guidance on Work/Family Balance in the Workplace

A new Enforcement Guidance was issued by the Equal Employment Opportunity Commission (EEOC) on May 23, 2007. In the guidance, employers are made aware of the various ways in which Title VII or the Americans with Disabilities Act may be violated by actions (and reactions) toward employees and applicants

seeking to balance work and family obligations. In addition, the EEOC advocates flexible workplace policies and practices, designed to make it easier for employees to strike this balance.

The Enforcement Guidance is called "Unlawful Disparate Treatment of Workers with Caregiving Responsibilities." (The EEOC's Enforcement Guidance can be found at: www.eeoc.gov/policy/docs/caregiving.html.) The new Enforcement Guidance is accompanied by a question-and-answer document. (The EEOC's question-and-answer document can be found at: www.eeoc.gov/policy/docs/qanda_caregiving.html.) The EEOC's stated purpose is to provide guidance to employers, employees, and EEOC investigators in identifying — and preventing — employment discrimination against working parents and other family caregivers.

The unlawful employment practices highlighted in the Enforcement Guidance includes guidance about gender discrimination (for both female and male caregivers), pregnancy discrimination, disability discrimination (when an employee has a caregiver role with a disabled individual), and retaliation.

Note: *Specific questions regarding this and other EEOC guidance should be directed to a school or school district's local legal counsel.*

Unlawful PPEL Uses

The question has been raised whether districts may use funds generated through the Physical Plant and Equipment Levy (PPEL) to pay salary and benefit costs for school employees who work on projects that are or could be allowable from PPEL.

The answer is "no." Iowa Code section 298.3 states in part, "Revenue from the regular and voter-approved physical plant and equipment levies shall not be expended for school district employees salaries or travel expenses, supplies, printing costs, or media services, or for any other purpose not expressly authorized in this section." (Emphasis added.) The Iowa Attorney General's office has recently stated that this limitation precludes use of PPEL revenue to pay salary and benefit costs for school employees, even if they work on projects that are or could be allowable from PPEL. [NOTE: This is different from SILO revenues because the statute governing school infrastructure local option sales and services tax does not prohibit use of SILO revenue to pay the salary and benefits of a school employee whose activities are solely related to the infrastructure activities outlines in Iowa Code chapter 423E.]

Flying the Flags at Half-Staff … And Other Flag Etiquette

Governor Culver has joined the governors of more than 20 other states in ordering that the United States and individual state flags be flown at half-staff to honor residents serving in the U.S. Armed Forces who are killed in the line of duty. The flags at all public buildings and facilities (of course, this includes public schools) are to be flown half-staff upon the day of interment of the deceased or as otherwise ordered by the Governor.

The United States Flag Code (4 U.S.C. sections 1-8) give governors this authority.

Other days when both flags are to be flown half-staff include any time per presidential proclamation and on the following days:

- May 15, Peace Officers Memorial Day
- September 11, Patriot Day
- December 7, Pearl Harbor Remembrance Day
- Memorial Day (date varies), but only at half-staff until noon. At noon, the flags are to be hoisted to full-staff.

If school is not in session on any day when flags are ordered to be flown half-staff, there is no requirement to have a district employee tend to this duty. That is, if school is not in session, a district does not need to fly the flags at all. For more information about flag etiquette, see http://www.ushistory.org/betsy/flagetiq.html.

Remedies for Abusers of Minor School Licenses

There is a remedy for the school administrator who approved issuance of a Minor School License (MSL) to a student only to witness that student violate the terms of the MSL time and time again. According to Steve Tudor of the Iowa Department of Transportation (IDOT), there is a process for suspension of MSLs within IDOT's rules. Below is that agency's rule:

761 — Iowa Administrative Code rule 615.21.
615.21(1) Suspension of a minor's school license.
a. The department may suspend a minor's school license upon receiving notice of the licensee's conviction for one moving violation or evidence of one or more accidents chargeable to the licensee.
b. The department may also suspend a minor's school license when the department receives written

notice from a peace officer, parent, custodian, or guardian, school superintendent, or superintendent's designee that the licensee has violated the restrictions of the license.

c. The suspension period under this subrule shall be at least 30 days.

615.21(2) Suspension of a minor's restricted license. The department may suspend a minor's restricted license upon receiving notice of the licensee's conviction for one moving violation. The suspension period shall be at least 30 days.

This rule is intended to implement Iowa Code sections 321.178 and 321.194.

Mr. Tudor also offered the following explanations:

When his office receives a letter on school stationary properly identifying the student and with some brief explanation as to why the suspension is being requested, the Minor School License will be suspended. In the last few years IDOT has been using suspension periods well in excess of the minimal 30 days; more like six months to a year. Keep in mind that any suspension extends the period of time the student must hold their Instruction Permit (IP) before upgrading to an Intermediate license under Graduated Driver License (GDL) rules. The minor must hold the IP for six months immediately preceding the upgrade with no suspensions, revocations, moving violations, or at-fault crashes.

The letter should give some indication that it is coming from the superintendent or the superintendent's designee to comply with the rule. Generally, IDOT assumes that something coming from the school on the school stationary has the expressed or, at least, tacit approval of the superintendent.

IDOT would appreciate enough identification on the student that it can be sure it is suspending the correct person. The IDOT system is based on full legal name, date of birth, and Social Security number so as many of those items as possible would increase certainty.

Contact information for Steve Tudor is as follows:

Phone: 515-237-3180
Email: steven.tudor@iowa.gov
Mail: Office of Driver Services, P.O. Box 9204, Des Moines, IA 50306-9204

There is also a set of Frequently Asked Questions about the broader subject of Minor School Licenses on the Office of Driver Services website at http://www.iamvd.com/ods/msl.htm.

Special Education Questions

This is a reminder that school administrators who have questions or concerns about special education issues should contact Thomas Mayes, the legal consultant for the Iowa Department of Education's Bureau of Children, Family, and Community Services. His phone number is 515-242-5614, and his email address is thomas.mayes@iowa.gov.

U.S. Department of Education Safe Schools Resources

The website for the U.S. Department of Education includes several resources on school safety. The link is http://www.ed.gov/admins/lead/safety/dialogue.html.

FUNDING AND GRANTS

Student Strategies and Education Opportunities Grants (SF 588)

Senate File 588 appropriated $2.5 million for the Supplemental Support and Educational Services grant program. This competitive grant program will provide funds to local school districts to design and provide supplemental support and educational services to students who do not meet district-established K-5 grade level expectations or grades 6-8 core content courses requirements in English-language arts, science, mathematics, or social studies. School districts awarded grants will need to establish a student advancement policy that addresses the criteria in the bill.

The application materials for the grant program will be posted to the Iowa Department of Education's website on June 12, with applications due to the Iowa Department Education by July 20. Awards will be announced no later than August 10. Eligible applicants are Iowa's school districts. For more information, contact Cynthia Knight (cynthia.knight@iowa.gov or 515-281-5287) or Carlene Lodermeier (carlene.lodermeier@iowa.gov or 515-281-8423).

Before and After School Grant Program (SF 588)

Senate File 588, along with other legislation from this past session, appropriated $900,000 for a Before/After School competitive grant program. Eligible applicants are school districts, as well as other public and private organizations. The purpose of the program is to expand the availability of before and after school programs, including but not limited to summer programs. The application materials for the grant program will be posted to the Iowa Department of Education's (DE) website on June 12 with applications due at to the DE by July 20. Awards will be announced no later than August 10. For more information, contact Joe Herrity at joe.herrity@iowa.gov or 515-281-3290.

Title II(A) and Title V(A) Application and Payment Process to Change

The application and payment process for both Title II(A) and Title V(A) federal allocation programs have been reviewed and will be updated over the next few months. The changes to the application and payment procedures are going to be significant, so the Iowa Department of Education (DE) will sponsor a series of Iowa Communication Network (ICN) sessions in August to explain the changes and new procedures. The dates and times of the ICN sessions and sign-up procedures will be announced via posting to the DE's website on June 15. Once they are finalized and approved, the updated applications and directions for each program will be posted to the DE's website.

If you have questions, contact Joe Herrity at joe.herrity@iowa.gov or 515-281-3290 for Title II(A), and Kent Ryan at kent.ryan@iowa.gov or 515-242-6242 for Title V(A).

Rural Education Achievement Program (REAP)

More than 170 Iowa school districts are eligible to receive funds under the federal Rural Education Achievement Program (REAP)-Small Rural School Achievement Program for the 2007-2008 school year. These funds are distributed directly from the U.S. Department of Education to the eligible districts. The list of Iowa's eligible districts as well as directions for accessing funds will be posted to the Iowa Department of Education's (DE) website on or before June 15. More detailed information about the program is located at the U.S. Department of Education's website at http://www.ed.gov/programs/reapsrsa/eligibility.html.
For more information, contact Jim Reese at jim.reese@iowa.gov or 515-281-4158.

Qualified Zone Academy Bonds (QZAB) for Improving School Facilities

The Iowa Department of Education (DE) is pleased to announce that the revised authorization application for the Qualified Zone Academy Bonds (QZABs) authority for 2007 will soon be available on the DE's website at http://www.iowa.gov/educate/content/view/144/333/. Iowa currently has $9,459,000 in QZAB authority from the 2005, 2006, and 2007 allocations. The Federal Taxpayer Relief Act of 1997 created the QZAB program to provide low or no interest financing for renovating school buildings and purchasing equipment, for those districts with buildings that qualify. See the website above or contact Gary Schwartz at gary.schwartz@iowa.gov or 515-281-4743 , if you have any questions about the QZAB program or the application process.

STUDENT HEALTH AND NUTRITION

U of I Offers New School Nurse Orientation

The University of Iowa College of Nursing will be holding a new school nurse orientation on August 1 at Iowa Methodist Medical Center in Des Moines. The program will provide an introduction to the role of the school nurse in a coordinated school health program. Participants will have the opportunity to discuss federal and state laws affecting school health and identify resources for school health in Iowa's educational structure. Policies and procedures associated with school health and school nursing will also be included.

Registration fee for the orientation is $85 if postmarked by July 25 or $95 if postmarked after July 25. Fee includes program, materials, exhibits, refreshments, lunch, and continuing education unit (CEU) recording. For more information and to obtain a registration form, please visit
http://www.nursing.uiowa.edu/academic_programs/continuing_ed/index.htm.

Food Safety — HACCP Process Approach Training

Does your school district have the U.S. Department of Agriculture (USDA) required Food Safety Program, *Based on the HACCP Process Approach*, fully in place for each school? If not, or if your food service staff members feel it needs strengthening, register them to attend one of the six regional trainings on this topic to be offered this summer by the Iowa Department of Education's Bureau of Nutrition Programs and School Transportation. This training is designed for local education agencies (LEAs) and schools that desire additional one-on-one training in the development and implementation of the school's required Food Safety Program. Registration information including dates and locations will be sent to the designated School Food Authority soon.

Contact Gail McFarlin at 515-281-5356 or gail.mcfarlin@iowa.gov for additional information.

Preparing for Next School Year

The 2007-2008 School Meals Program Memorandum and Iowa Eligibility (free and reduced-price meal) Application will be mailed within the next two weeks from the Iowa Department of Education's Bureau of Nutrition Programs and School Transportation. Contact Patti Harding at 515-281-4754 or patti.harding@iowa.gov if you have questions after it arrives or for additional information.

New Direct Certification Process for 2007-2008

Information on students directly certified as eligible for free meals as a result of eligibility for the Family Investment Program (FIP) or Food Assistance will be done electronically in 2007-2008. Household files from the Iowa Department of Human Services (DHS) will be compared to information submitted to Project EASIER. Each local education agency (LEA) will have access electronically to its own list of students directly certified as eligible for free meals. It is expected that at least one LEA representative will attend the direct certification training on these new processes. This training will be offered this summer in conjunction with the Iowa Eligibility Application training (see information below).

Contact Nancy Christensen at nancy.christensen@iowa.gov or 515-281-5663 for additional information.

Iowa Eligibility Application/Verification Process/Direct Certification Training Offered

Training for the Iowa Eligibility Application/Verification Process/Direct Certification is scheduled for July and August and will be offered through the Iowa Communication Network (ICN). Registration information will be forthcoming. Contact Christine Anders at christine.anders@iowa.gov at 515-281-3353 for additional information.

Youth Empowered Ambassadors for Health Summit

School district administrators are encouraged to register a team now from each district school to attend the Youth Empowered Ambassadors for Health (YEAH) Summit. This event is designed to engage middle and high school students, school personnel, and stakeholders in supporting their district wellness policy by fostering: 1) healthier nutrition and physical activity habits in themselves and others; and 2) healthier school and community environments.

Iowa wrestling legend Dan Gable, Charlie Wittmack, the first and only Iowan to climb Mt. Everest, and Lt. Governor Patty Judge will be keynote speakers for the event. There is no registration charge to participate in the day-long summit to be held July 10 on the campus of Iowa State University. The brochure and registration form are posted at http://www.iowa.gov/educate/content/view/930/866/. Note that pre-registration is required, and the deadline has been extended to June 8. Questions should be directed to Gretchen Watznauer at Gretchen.watznauer@iowa.gov or 515-281-5356.

DATA AND REPORTING

Annual Progress Report Deadline

The deadline for submitting the Annual Progress Report (APR) is September 15, 2007. The secure website will be available on or about June 6, 2007, for updating all APRs for both public districts and nonpublic schools. All submissions must be electronic. No paper copies will be accepted. The Iowa Test of Basic Skills/Iowa Test of Educational Development test data will be prepopulated on or about August 1, 2007.

The completed electronic APR will be available to the public via the Iowa Department of Education's website. Districts may distribute the information to stakeholders who may not have Internet access.

For additional information, contact Holly Barnes at 515-242-6173 or holly.barnes@iowa.gov.

BOARD OF EDUCATIONAL EXAMINERS

For teacher licensure, endorsement, or related issues please contact the Board of Educational Examiners at 515-281-3245.

Board of Educational Examiners Adopts Rules to Create a Teacher Intern License

As we conclude this academic year and prepare for the next, we are all very much aware of the shortage areas that exist statewide in several content areas. We know it may be very difficult to staff those areas in the upcoming year. To address this need and provide flexibility while maintaining the highest standards in teacher licensure, the Board of Educational Examiners adopted rules to create a teacher intern license. This license allows an individual who possesses a baccalaureate degree, has work experience, and who completes education classes the opportunity to become a high school teacher. This online program is offered through Kaplan University and is fully approved by the Iowa Department of Education.

The teacher intern will receive from the Board of Educational Examiners a teacher intern license, which is a valid license authorizing the intern to be the teacher of record in the subject area listed on the license. The teacher intern is considered a beginning teacher, and thus will be placed in the first year of the mentoring and induction program. The school district will be provided funding for the intern to complete the state-approved mentoring and induction program. According to the federal guidelines, an individual who completes an alternative teacher education program is considered "Highly Qualified." Thus, a teacher intern who is teaching with a teacher intern license is "Highly Qualified."

If you have additional questions regarding the Kaplan University teacher intern license, please contact Susan Fischer, Administrative Consultant with the Board of Educational Examiners, at 515-281-3605 or susan.fischer@iowa.gov. If you have additional questions regarding the teacher intern program, please contact Dwight Carlson at 877-218-0021 or dcarlson@kaplan.edu.

NEWS FROM OTHER STATE AGENCIES

Grant Writing and Management Training Available

The state of Iowa's Office of Grants Enterprise Management (GEM$) is offering two-day workshops this fall on grant research, development, and writing.

The workshops are appropriate for all skill levels from beginning grant writers to those with experience who want to enhance their grant writing talents. The presenters will lead participants through a grant research and development process that starts with basic grant development terminology and ends with participants learning how to effectively prepare for any grant writing project.

The training is open to anyone interested in applying for grants through local, state, and federal government agencies and private, corporate, and community foundations. The two-day workshops will be held at area community colleges. Interested parties may register at the community colleges of choice beginning in June. The cost of each workshop is $149. See attachments for content and contact information.

Deadlines and Dates to Remember

June 5	Broadcast statewide ICN to review legislation and the application process for the Statewide Voluntary Preschool Program for Four-Year-Old Children (not an interactive ICN; an FAQ document will be available on DE Website) (9:00-10:30)
June 7	First follow-up event for the Instruction at the Core seminar series located at the Sheraton in West Des Moines (see "Instruction at the Core" in the March issue of the School Leader Update for details)
June 8	Deadline to register for the Youth Empowered Ambassadors for Health (YEAH) Summit (July 10)
June 15	Statewide Voluntary Preschool Program for Four-Year-Old Children Letters of Intent due (districts submit Letter of Intent; form available on DE Website)
June 22	Certification deadline to upload spring submissions for Project EASIER
June 29	Teacher of the Year Nominations due
June 30	Competent Private Instruction (CPI) deadline for parents to report the results of standardized tests or portfolio evaluations to the resident district
July 2	Statewide Voluntary Preschool Program for Four-Year-Old Children application deadline
July 10	ICN Public Hearing of Statewide Voluntary Preschool Program for Four-Year-Old Children Rules for public comment
July 17	DE Notify All Applicants of Statewide Voluntary Preschool Program for Four-Year-Old Children Awards
July 20	Before/After School competitive grant program application deadline
July 20	Student Strategies and Education Opportunities Application deadline
July 25	Registration due for the University of Iowa College of Nursing's new school nurse orientation (Aug. 1)
July 25	Governor's Summit for those districts awarded first year funding for Statewide Voluntary Preschool Program for Four-Year-Olds

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.

Iowa Communications Network — Reservations Report

Staff Verification for Highly Qualified

End Date: 06/11/2007
Scheduler: MICHELE RIDOUT
Phone: (515)281-3038 **Fax** (515)242-5988
Email: Ed.ICN@iowa.gov
Participants: 40

Phone: (515)281-3038

Account Code:

Penny Bisignano – **penny.bisignano@iowa.gov**

Audience(s): K-12

Subject(s): Meeting or Public Hearing

Session Date: **Monday, June 11, 2007** **9-11 a.m**

Session: 1496429 Validated Multipoint

			Site Status	Approval Status	Account Code
	6	OELWEIN-JHS	Validated	Approved	
	24	SIOUX CENTER-AEA	Validated	Approved	
	30	POCAHONTAS-HS	Validated	Approved	
	52	MAQUOKETA-HS	Validated	Approved	
	66	GUTHRIE CENTER-HS	Validated	Approved	
	71	AMES-HS	Validated	Approved	
	76	MAPLETON-HS	Validated	Approved	
	77	LEMARS-HS	Validated	Approved	
	79	ATLANTIC-MS	Validated	Approved	
	85	HARLAN-HS	Validated	Approved	
	89	LAMONI-HS	Validated	Approved	
	98	CHARITON-HS	Validated	Approved	
	103	KEOSAUQUA-HS	Validated	Approved	
	107	WAPELLO-HS	Validated	Approved	
*	142	DES MOINES-DEPT/ED	Validated	Approved	
	187	JOHNSTON-AEA	Validated	Approved	
	197	SIOUX CITY-AEA	Validated	Approved	
	202	SPENCER-HS	Validated	Approved	
	203	MARSHALLTOWN-AEA	Validated	Approved	
	216	IOWA FALLS-HS	Validated	Approved	
	218	CLINTON-HS	Validated	Approved	
	237	OTTUMWA-AEA1	Validated	Approved	
	243	KEOKUK-HS	Validated	Approved	
	266	BURLINGTON-AEA	Validated	Approved	
	272	WEBSTER CITY-HS	Validated	Approved	
	276	MASON CITY-HS	Validated	Approved	
	285	CHARLES CITY-HS	Validated	Approved	
	311	DUBUQUE-AEA	Validated	Approved	
	313	PERRY-HS	Validated	Approved	
	342	COUNCIL BLUFFS-LINCOLN-HS	Validated	Approved	
	350	CARROLL-HS	Validated	Approved	
	363	ESTHERVILLE-HS	Validated	Approved	
	387	CEDAR FALLS-HS	Validated	Approved	
	453	BETTENDORF-AEA	Validated	Approved	
	460	IOWA CITY-HS	Validated	Approved	
	474	SHENANDOAH-HS	Validated	Approved	
	483	DAVENPORT-NORTH-HS	Validated	Approved	
	484	ALGONA-BISHOP-GARRIGAN-	Validated	Approved	
	499	CRESTON-HS	Validated	Approved	
	502	SUMNER-HS	Validated	Approved	
	527	EDGEWOOD-COLESBURG-HS	Validated	Approved	

Iowa Communications Network — Reservations Report

Selection Criteria: Reservation: 529484

Reservation Number: **529484**

Title: **Staff Verifiication for Highly Qualified**
Start Date: 06/11/2007
Request Date: 05/15/2007
Requester: MICHELE RIDOUT
Phone: (515)281-3038
E-Mail: Ed.ICN@iowa.gov
Account Code: 40270001
Description: Penny Bisignano- **penny.bisignano@iowa.gov**

End Date: 06/11/2007
Scheduler: MICHELE RIDOUT
Phone: (515)281-3038 **Fax** (515)242-5988
Email: Ed.ICN@iowa.gov
Participants: 40

Audience(s): K-12
Subject(s): Meeting or Public Hearing

Session Date: **Monday, June 11, 2007** **1-3 p.m.**
Session: 1496430 Validated Multipoint

			Site Status	Approval Status	Account Code
	11	HAMPTON-HS	Validated	Approved	
	24	SIOUX CENTER-AEA	Validated	Approved	
	27	JEFFERSON-HS	Validated	Approved	
	39	WAVERLY-HS	Validated	Approved	
	68	WINTERSET-HS	Validated	Approved	
	71	AMES-HS	Validated	Approved	
	77	LEMARS-HS	Validated	Approved	
	79	ATLANTIC-MS	Validated	Approved	
	85	HARLAN-HS	Validated	Approved	
	89	LAMONI-HS	Validated	Approved	
	98	CHARITON-HS	Validated	Approved	
	107	WAPELLO-HS	Validated	Approved	
*	142	DES MOINES-DEPT/ED	Validated	Approved	
	154	FORT DODGE-AEA	Validated	Approved	
	165	DES MOINES-HOOVER-HS	Validated	Approved	
	173	CRESTON-AEA	Validated	Approved	
	176	CLEAR LAKE-AEA	Validated	Approved	
	178	EMMETSBURG-HS	Validated	Approved	
	187	JOHNSTON-AEA	Validated	Approved	
	197	SIOUX CITY-AEA	Validated	Approved	
	198	CEDAR RAPIDS-AEA	Validated	Approved	
	200	GUTTENBERG-CLAYTON RDG-	Validated	Approved	
	202	SPENCER-HS	Validated	Approved	
	203	MARSHALLTOWN-AEA	Validated	Approved	
	205	COUNCIL BLUFFS-AEA	Validated	Approved	
	213	LAKE MILLS-HS	Validated	Approved	
	216	IOWA FALLS-HS	Validated	Approved	
	237	OTTUMWA-AEA1	Validated	Approved	
	243	KEOKUK-HS	Validated	Approved	
	266	BURLINGTON-AEA	Validated	Approved	
	285	CHARLES CITY-HS	Validated	Approved	
	311	DUBUQUE-AEA	Validated	Approved	
	334	NORWALK-HS	Validated	Approved	
	350	CARROLL-HS	Validated	Approved	
	353	MILLERSBURG-DEEP RIVER-HS	Validated	Approved	
	387	CEDAR FALLS-HS	Validated	Approved	
	453	BETTENDORF-AEA	Validated	Approved	
	454	BELLEVUE-MARQUETTE-HS	Validated	Approved	
	460	IOWA CITY-HS	Validated	Approved	
	474	SHENANDOAH-HS	Validated	Approved	
	526	DELHI-MAQUOKETA VALLEY-	Validated	Approved	

Iowa Communications Network — Reservations Report

Selection Criteria: Reservation: 529485

Reservation Number: **529485**

Title: Staff Verifiicationfor HQT
Start Date: 06/18/2007
Request Date: 05/15/2007
Requester: MICHELE RIDOUT
Phone: (515)281-3038
E-Mail: Ed.ICN@iowa.gov
Account Code: 40270001
Description: Penny Bisignano penny.bisignano@iowa.gov

End Date: 06/18/2007
Scheduler: MICHELE RIDOUT
Phone: (515)281-3038 **Fax** (515)242-5988
Email: Ed.ICN@iowa.gov
Participants: 40

Audience(s): K-12
Subject(s): Meeting or Public Hearing

Session Date: **Monday, June 18, 2007** **9-11 a.m.**
Session: 1496431 Validated Multipoint

			Site Status	Approval Status	Account Code
	16	SPIRIT LAKE-HS	Validated	Approved	
	24	SIOUX CENTER-AEA	Validated	Approved	
	30	POCAHONTAS-HS	Validated	Approved	
	66	GUTHRIE CENTER-HS	Validated	Approved	
	68	WINTERSET-HS	Validated	Approved	
	71	AMES-HS	Validated	Approved	
	76	MAPLETON-HS	Validated	Approved	
	77	LEMARS-HS	Validated	Approved	
	89	LAMONI-HS	Validated	Approved	
	97	SIGOURNEY-HS	Validated	Approved	
	98	CHARITON-HS	Validated	Approved	
	107	WAPELLO-HS	Validated	Approved	
*	142	DES MOINES-DEPT/ED	Validated	Approved	
	160	JOHNSTON-HS	Validated	Approved	
	165	DES MOINES-HOOVER-HS	Validated	Approved	
	173	CRESTON-AEA	Validated	Approved	
	176	CLEAR LAKE-AEA	Validated	Approved	
	178	EMMETSBURG-HS	Validated	Approved	
	190	CALAMUS-WHEATLAND-HS	Validated	Approved	
	203	MARSHALLTOWN-AEA	Validated	Approved	
	216	IOWA FALLS-HS	Validated	Approved	
	217	MUSCATINE-HS	Validated	Approved	
	218	CLINTON-HS	Validated	Approved	
	237	OTTUMWA-AEA1	Validated	Approved	
	243	KEOKUK-HS	Validated	Approved	
	266	BURLINGTON-AEA	Validated	Approved	
	272	WEBSTER CITY-HS	Validated	Approved	
	276	MASON CITY-HS	Validated	Approved	
	285	CHARLES CITY-HS	Validated	Approved	
	295	295-Site Not Available	Validated	Approved	
	313	PERRY-HS	Validated	Approved	
	333	KNOXVILLE-HS	Validated	Approved	
	334	NORWALK-HS	Validated	Approved	
	359	ORANGE CITY-UNITY	Validated	Approved	
	375	MANILLA-IKM-HS	Validated	Approved	
	387	CEDAR FALLS-HS	Validated	Approved	
	396	ANKENY-HS	Validated	Approved	
	431	ANITA-HS	Validated	Approved	
	452	BELLEVUE-HS	Validated	Approved	
	492	SIOUX CITY-NORTH-HS	Validated	Approved	
	515	COUNCIL BLUFFS-KANESVILLE-	Validated	Approved	

Iowa Communications Network — Reservations Report

Selection Criteria: Reservation: 529486

Reservation Number: **529486**

Title: Staff Verification for HQT
Start Date: 06/19/2007
Request Date: 05/15/2007
Requester: MICHELE RIDOUT
Phone: (515)281-3038
E-Mail: Ed.ICN@iowa.gov
Account Code: 40270001
Description: Penny Bisignano penny.bisignano@iowa.gov

End Date: 06/19/2007
Scheduler: MICHELE RIDOUT
Phone: (515)281-3038 **Fax** (515)242-5988
Email: Ed.ICN@iowa.gov
Participants: 40

Audience(s): K-12
Subject(s): Meeting or Public Hearing

Session Date: **Tuesday, June 19, 2007** **9-11 a.m.**
Session: 1496432 Validated Multipoint

			Site Status	Approval Status	Account Code
	16	SPIRIT LAKE-HS	Validated	Approved	
	23	SIBLEY-HS	Validated	Approved	
	27	JEFFERSON-HS	Validated	Approved	
	30	POCAHONTAS-HS	Validated	Approved	
	71	AMES-HS	Validated	Approved	
	72	INDIANOLA-CSD-ADMIN	Validated	Approved	
	89	LAMONI-HS	Validated	Approved	
	95	BLOOMFIELD-HS	Validated	Approved	
	97	SIGOURNEY-HS	Validated	Approved	
	98	CHARITON-HS	Validated	Approved	
	107	WAPELLO-HS	Validated	Approved	
*	142	DES MOINES-DEPT/ED	Validated	Approved	
	154	FORT DODGE-AEA	Validated	Approved	
	158	ORANGE CITY-MOC-FLOYD	Validated	Approved	
	173	CRESTON-AEA	Validated	Approved	
	187	JOHNSTON-AEA	Validated	Approved	
	188	DES MOINES-NORTH-HS	Validated	Approved	
	192	DENISON-HS	Validated	Approved	
	202	SPENCER-HS	Validated	Approved	
	203	MARSHALLTOWN-AEA	Validated	Approved	
	205	COUNCIL BLUFFS-AEA	Validated	Approved	
	216	IOWA FALLS-HS	Validated	Approved	
	217	MUSCATINE-HS	Validated	Approved	
	218	CLINTON-HS	Validated	Approved	
	237	OTTUMWA-AEA1	Validated	Approved	
	243	KEOKUK-HS	Validated	Approved	
	266	BURLINGTON-AEA	Validated	Approved	
	270	SIOUX CENTER-MS	Validated	Approved	
	271	CEDAR RAPIDS-PRAIRIE-HS	Validated	Approved	
	272	WEBSTER CITY-HS	Validated	Approved	
	276	MASON CITY-HS	Validated	Approved	
	285	CHARLES CITY-HS	Validated	Approved	
	350	CARROLL-HS	Validated	Approved	
	371	GARNAVILLO-CLAYTON RDGE-	Validated	Approved	
	387	CEDAR FALLS-HS	Validated	Approved	
	396	ANKENY-HS	Validated	Approved	
	397	LOGAN-MAGNOLIA-HS	Validated	Approved	
	418	EPWORTH-W DUBUQUE-HS	Validated	Approved	
	431	ANITA-HS	Validated	Approved	
	452	BELLEVUE-HS	Validated	Approved	
	460	IOWA CITY-HS	Validated	Approved	

Iowa Communications Network — Reservations Report

Selection Criteria: Reservation: 529487

Reservation Number: **529487**

Title: Staff verification for HQT
Start Date: 06/19/2007
Request Date: 05/15/2007
Requester: MICHELE RIDOUT
Phone: (515)281-3038
E-Mail: Ed.ICN@iowa.gov
Account Code: 40270001
Description: Penny Bisignano penny.bisignano@iowa.gov

End Date: 06/19/2007
Scheduler: MICHELE RIDOUT
Phone: (515)281-3038 **Fax** (515)242-5988
Email: Ed.ICN@iowa.gov
Participants: 40

Audience(s): K-12
Subject(s): Meeting or Public Hearing

Session Date: **Tuesday, June 19, 2007 1-3 p.m.**
Session: 1496433 Validated Multipoint

			Site Status	Approval Status	Account Code
	3	ELKADER-AEA	Validated	Approved	
	24	SIOUX CENTER-AEA	Validated	Approved	
	26	ROCKWELL CITY-HS	Validated	Approved	
	29	HUMBOLDT-HS	Validated	Approved	
	52	MAQUOKETA-HS	Validated	Approved	
	66	GUTHRIE CENTER-HS	Validated	Approved	
	73	CHEROKEE-HS	Validated	Approved	
	77	LEMARS-HS	Validated	Approved	
	79	ATLANTIC-MS	Validated	Approved	
	98	CHARITON-HS	Validated	Approved	
	107	WAPELLO-HS	Validated	Approved	
*	142	DES MOINES-DEPT/ED	Validated	Approved	
	165	DES MOINES-HOOVER-HS	Validated	Approved	
	173	CRESTON-AEA	Validated	Approved	
	176	CLEAR LAKE-AEA	Validated	Approved	
	178	EMMETSBURG-HS	Validated	Approved	
	187	JOHNSTON-AEA	Validated	Approved	
	189	MANLY-NORTH CENTRAL-HS	Validated	Approved	
	192	DENISON-HS	Validated	Approved	
	198	CEDAR RAPIDS-AEA	Validated	Approved	
	202	SPENCER-HS	Validated	Approved	
	203	MARSHALLTOWN-AEA	Validated	Approved	
	205	COUNCIL BLUFFS-AEA	Validated	Approved	
	216	IOWA FALLS-HS	Validated	Approved	
	218	CLINTON-HS	Validated	Approved	
	237	OTTUMWA-AEA1	Validated	Approved	
	243	KEOKUK-HS	Validated	Approved	
	266	BURLINGTON-AEA	Validated	Approved	
	272	WEBSTER CITY-HS	Validated	Approved	
	285	CHARLES CITY-HS	Validated	Approved	
	295	295-Site Not Available	Validated	Approved	
	300	VILLISCA-HS	Validated	Approved	
	350	CARROLL-HS	Validated	Approved	
	379	MANNING-HS1	Validated	Approved	
	387	CEDAR FALLS-HS	Validated	Approved	
	396	ANKENY-HS	Validated	Approved	
	460	IOWA CITY-HS	Validated	Approved	
	474	SHENANDOAH-HS	Validated	Approved	
	542	PAULLINA-SOUTH O'BRIEN-HS	Validated	Approved	
	586	CALMAR-SOUTH WINNESHIEK-	Validated	Approved	
	600	JANESVILLE-HS	Validated	Approved	

Iowa Communications Network — Reservations Report

Selection Criteria: Reservation: 529488

Reservation Number: **529488**

Title: Staff Verification for HQT
Start Date: 06/20/2007
Request Date: 05/15/2007
Requester: MICHELE RIDOUT
Phone: (515)281-3038
E-Mail: Ed.ICN@iowa.gov
Account Code: 40270001
Description: Penny Bisignano penny.bisignano@iowa.gov

End Date: 06/20/2007
Scheduler: MICHELE RIDOUT
Phone: (515)281-3038 **Fax** (515)242-5988
Email: Ed.ICN@iowa.gov
Participants: 40

Audience(s): K-12
Subject(s): Meeting or Public Hearing

Session Date: **Wednesday, June 20, 2007 1-3 p.m.**
Session: 1496434 Committed Multipoint

			Site Status	Approval Status	Account Code
	3	ELKADER-AEA	Committed	Approved	
	7	CRESCO-HS	Committed	Approved	
	11	HAMPTON-HS	Committed	Approved	
	14	FOREST CITY-HS	Committed	Approved	
	24	SIOUX CENTER-AEA	Committed	Approved	
	27	JEFFERSON-HS	Committed	Approved	
	30	POCAHONTAS-HS	Committed	Approved	
	39	WAVERLY-HS	Committed	Approved	
	52	MAQUOKETA-HS	Committed	Approved	
	65	ADEL-DESOTO-MINBURN-HS	Committed	Approved	
	68	WINTERSET-HS	Committed	Approved	
	71	AMES-HS	Committed	Approved	
	77	LEMARS-HS	Committed	Approved	
	79	ATLANTIC-MS	Committed	Approved	
	85	HARLAN-HS	Committed	Approved	
	89	LAMONI-HS	Committed	Approved	
	97	SIGOURNEY-HS	Committed	Approved	
	107	WAPELLO-HS	Committed	Approved	
*	142	DES MOINES-DEPT/ED	Committed	Approved	
	170	URBANDALE-HS	Committed	Approved	
	173	CRESTON-AEA	Committed	Approved	
	176	CLEAR LAKE-AEA	Committed	Approved	
	188	DES MOINES-NORTH-HS	Committed	Approved	
	198	CEDAR RAPIDS-AEA	Committed	Approved	
	202	SPENCER-HS	Committed	Approved	
	203	MARSHALLTOWN-AEA	Committed	Approved	
	205	COUNCIL BLUFFS-AEA	Committed	Approved	
	216	IOWA FALLS-HS	Committed	Approved	
	218	CLINTON-HS	Committed	Approved	
	220	DUBUQUE-ARCHDIOCESE-OES	Committed	Approved	
	237	OTTUMWA-AEA1	Committed	Approved	
	243	KEOKUK-HS	Committed	Approved	
	263	GLADBROOK-REINBECK-MS	Committed	Approved	
	266	BURLINGTON-AEA	Committed	Approved	
	272	WEBSTER CITY-HS	Committed	Approved	
	285	CHARLES CITY-HS	Committed	Approved	
	300	VILLISCA-HS	Committed	Approved	
	311	DUBUQUE-AEA	Committed	Approved	
	363	ESTHERVILLE-HS	Committed	Approved	
	387	CEDAR FALLS-HS	Committed	Approved	
	393	CHARTER OAK-UTE-HS	Committed	Approved	

Iowa Communications Network — Reservations Report

Selection Criteria: Reservation: 529489

Reservation Number: **529489**

Title: Staff Verification for HQT
Start Date: 06/22/2007
Request Date: 05/15/2007
Requester: MICHELE RIDOUT
Phone: (515)281-3038
E-Mail: Ed.ICN@iowa.gov
Account Code: 40270001
Description: Penny Bisignano penny.bisignano@iowa.gov

End Date: 06/22/2007
Scheduler: MICHELE RIDOUT
Phone: (515)281-3038 **Fax** (515)242-5988
Email: Ed.ICN@iowa.gov
Participants: 40

Audience(s): K-12
Subject(s): Meeting or Public Hearing

Session Date: **Friday, June 22, 2007** **9-11 a.m.**
Session: 1496435 Validated Multipoint

			Site Status	Approval Status	Account Code
	6	OELWEIN-JHS	Validated	Approved	
	7	CRESCO-HS	Validated	Approved	
	11	HAMPTON-HS	Validated	Approved	
	24	SIOUX CENTER-AEA	Validated	Approved	
	30	POCAHONTAS-HS	Validated	Approved	
	73	CHEROKEE-HS	Validated	Approved	
	76	MAPLETON-HS	Validated	Approved	
	79	ATLANTIC-MS	Validated	Approved	
	85	HARLAN-HS	Validated	Approved	
	89	LAMONI-HS	Validated	Approved	
	98	CHARITON-HS	Validated	Approved	
*	142	DES MOINES-DEPT/ED	Validated	Approved	
	176	CLEAR LAKE-AEA	Validated	Approved	
	187	JOHNSTON-AEA	Validated	Approved	
	197	SIOUX CITY-AEA	Validated	Approved	
	203	MARSHALLTOWN-AEA	Validated	Approved	
	216	IOWA FALLS-HS	Validated	Approved	
	217	MUSCATINE-HS	Validated	Approved	
	237	OTTUMWA-AEA1	Validated	Approved	
	240	BURLINGTON-HS	Validated	Approved	
	243	KEOKUK-HS	Validated	Approved	
	263	GLADBROOK-REINBECK-MS	Validated	Approved	
	272	WEBSTER CITY-HS	Validated	Approved	
	285	CHARLES CITY-HS	Validated	Approved	
	311	DUBUQUE-AEA	Validated	Approved	
	335	STUART-W CENTRAL VALLEY-	Validated	Approved	
	341	COLFAX-MINGO-HS	Validated	Approved	
	344	MT VERNON-HS	Validated	Approved	
	352	RED OAK-HS	Validated	Approved	
	353	MILLERSBURG-DEEP RIVER-HS	Validated	Approved	
	363	ESTHERVILLE-HS	Validated	Approved	
	387	CEDAR FALLS-HS	Validated	Approved	
	453	BETTENDORF-AEA	Validated	Approved	
	484	ALGONA-BISHOP-GARRIGAN-	Validated	Approved	
	489	DAVENPORT-KIMBERLY CTR	Validated	Approved	
	497	PELLA-HS	Validated	Approved	
	499	CRESTON-HS	Validated	Approved	
	515	COUNCIL BLUFFS-KANESVILLE-	Validated	Approved	
	541	HARTLEY-MELVIN-SANBORN-	Validated	Approved	
	542	PAULLINA-SOUTH O'BRIEN-HS	Validated	Approved	
	593	CEDAR RAPIDS-WASHINGTON-	Validated	Approved	

Two-Day Workshops - Grant Research, Development, Writing

Fall of 2007

Sponsored by:

State of Iowa Grants Enterprise Management System (GEM$)

Grant Writing Fundamentals • Fund Development Basics • Advanced Research and Development

This workshop will benefit anyone interested in applying for grants through local, state, and federal government agencies and private, corporate, and community foundations.

- Iowa-based training organization / two experienced facilitators
- Two-day workshop, 8 AM to 5 PM each day
- 250-page hard-cover fund development / grant writer manual containing:

✓ Fund development basics
✓ Getting started techniques
✓ Grant development instructions
✓ Grant terminology glossary
✓ Up-to-date grant development Web sites
✓ Grant writer's tool-kit
✓ Iowa and National foundation listings
✓ County Community Foundation program

- Live online Internet research demonstration
- County community foundation grant application discussion
- Small group mock grant review
- Demographics / Statistics exercise

Open to the Public – Fee $149

Endorsements:

Western Iowa Program Director "*The workshop helped prepare me for my first grant writing experience. You were informative, approachable, and thorough. I left the workshop feeling confident in my ability to write a grant. I was eager to begin writing.*"

North Iowa Nonprofit Executive Director "*great ideas for grammar, content, and punctuation improvement… communicates the suggestions so gently and effectively! Thank you for making the grant review possible!*"

Iowa Office, Federal Program Director "*an outstanding reviewer for any grant process… has a wealth of grant writing experience, is very detail oriented, and takes deadlines seriously. Reviews exceeded my expectations each time.*"

Mark Your Calendar

Register Beginning in June - Eight Community College Locations

For Local Community College Information and to Register

September 12 & 13	Des Moines Area Community College - Ankeny	515-965-7322
September 18 & 19	Indian Hills Community College - Ottumwa	641-683-5187
September 25 & 26	Eastern Iowa Community College District - Davenport	888-336-3907
October 9 & 10	North Iowa Area Community College - Mason City	888-466-4222 ext 4358
October 30 & 31	Hawkeye Community College - Cedar Falls	319-296-4244
November 6 & 7	Iowa Central Community College - Fort Dodge	800-362-2793 ext 1292
November 13 & 14	Northwest Iowa Community College - Sheldon	800-352-4907 ext 172
November 27 & 28	Iowa Western Community College - Council Bluffs	712-325-3255

For Workshop Content Information Contact:

Jill Smith, Iowa City – jillsmith@LTJConsult.com L. T. Smith, Des Moines – ltsmith@LTJConsult.com

State of Iowa Grants Enterprise Managements System (GEM$)

Fall of 2007
Two-Day Workshops: Grant Research, Development, Writing

This Iowa-based grant writing workshop is appropriate for all skill levels from beginning grant writers to those with experience who want to enhance their grant writing talents. The presenters will lead participants through a grant research and development process that starts with basic grant development terminology and ends with participants knowing how to effectively prepare for any grant writing project. Information will be provided covering the Federal Grant Application process, Iowa and National private foundations, and the Iowa County Endowment Community Foundation program.

Day One will start with fund development basics and move into a process for generating a basic grant proposal. Common components of grant applications will be discussed and participants will have the opportunity to work with actual grant applications and learn how to interpret Requests for Proposals (RFPs).

Day Two will include advanced grant writing techniques where participants will discover how federal grants are scored—a mock review will be held so participants can learn what reviewers look for in quality proposals. Time will be spent logged onto the Internet to investigate how to use technology for grant research and to explore popular grant development Websites.

Intended Audience: Community and faith-based organizations and local, county, and state agencies who are interested in learning basic grant writing fundamentals or want to enhance their current grant writing skills. **Cost to attend: $149**

Mark Your Calendar

Register at the community college of your choice beginning in June

Eight Community College Locations

Date	Location	To Register, Call:
September 12 & 13	Des Moines Area Community College - Ankeny	515-965-7322
September 18 & 19	Indian Hills Community College - Ottumwa	641-683-5187
September 25 & 26	Eastern Iowa Community College District - Davenport	888-336-3907
October 9 & 10	North Iowa Area Community College - Mason City	888-466-4222 ext 4358
October 30 & 31	Hawkeye Community College – Cedar Falls	319-296-4244
November 6 & 7	Iowa Central Community College - Fort Dodge	800-362-2793 ext 1292
November 13 & 14	Northwest Iowa Community College - Sheldon	800-352-4907 ext 172
November 27 & 28	Iowa Western Community College - Council Bluffs	712-325-3255

For Workshop Content Information Contact:

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State of Iowa Grants Enterprise Managements System (GEM$)
2-Day Workshops - Grant Research, Development, Writing
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FAQs

Q: Why is GEM$ offering the workshops?

A: Evaluation results received from attendees who participated in the 2005 and 2006 Iowa Grant Symposiums sponsored by GEM$ indicated that there is a desire for more intense grant research and development training. To ensure that the training is accessible to participants from throughout Iowa the sessions will be held at multiple sites across the State. This training series will replace the Symposium for 2007. The next Iowa Grants Symposium will be held in 2008.

Q: Who will be presenting the workshops?

A: GEM$ engaged an Iowa-based consulting firm to facilitate the workshops. The partners of L T & J Consulting have extensive experience assisting organizations located throughout Iowa with grant development training and strategic planning. They are experienced Federal grant reviewers and incorporate Iowa county community foundation information into their training workshops.

Q: Do I need to bring a computer to the workshop?

A: No, you do not need a computer, but you are welcome to bring one and put it to use during the workshop. One bonus of the workshop is that the facilitators go "live" onto the Internet to demonstrate some of the recommended grant development Websites.

Q: Will I have the opportunity to discuss specific grant proposals?

A: Yes, time will be allotted throughout the two-day workshop for discussion on specific grant proposals and areas of interest to participants. Also, the last couple of hours of the second day of the workshop will be open to one-on-one discussions of specific grant development projects.

Q: What does my $149 registration fee cover?

A: The fee covers attendance to a two-day fund development / grant writers workshop, all workshop materials contained in a 250- page hard cover 3-ring binder workshop manual, and mid-morning and mid-afternoon refreshments. The workshop begins at 8 AM and ends at 5 PM each day. Lunch is on your own.

Q: Can I contact the workshop facilitators if I have additional questions?

A: Yes, contact the facilitators by e-mail: Jill Smith, Iowa City at jillsmith@LTJConsult.com or L. T. Smith, Des Moines at ltsmith@LTJConsult.com.