



School Leader Update

Iowa Department of Education

August 2008

Resources for Iowa School Leaders

FROM THE DIRECTOR

The Iowa Core Curriculum: The right time, the right work, the right people

As educators we know the world is changing. The 21st century will be dynamic, creative, diverse, complex, and fast-paced. We can see the changes in here Iowa.

Did you know?

- Iowa's fastest growing occupation is computer software engineer.
- About 54 percent of all occupations in the state require post-secondary education.
- The state's Hispanic population grew by 153 percent between 1990 and 2000.

We know that every student deserves an education that helps them succeed today and in the future. The Iowa Core Curriculum provides that education by taking learning to a deeper level and identifying a set of essential skills and concepts in literacy, math, science, social studies, and 21st century learning skills.

People across the nation look to Iowa to lead the way in education. We can deliver by building on our state's long history of local leadership in education and relying on local partners to implement the Core Curriculum in high schools by 2012 and in elementary and middle schools by 2014.

In fact, Iowans — representing education and business — developed the Iowa Core Curriculum through a broad and in-depth review of national and international standards, research, and best practices. In addition, the detail provided by the Iowa Core Curriculum fits well into Iowa's education structure, which includes learning targets for students at each grade level, achievement benchmarks, and mandated core content standards.

The Iowa Core Curriculum sets high expectations for not only for our students, but for teachers and for us as leaders. Research clearly indicates that quality teachers have the greatest impact on improving student achievement. The Iowa Core Curriculum will ask teachers to examine their current practices and continue to provide classroom environments that motivate and engage students in higher level learning. Education leaders establish the productive and collaborative culture in which the Iowa Core Curriculum can flourish.

The tasks ahead will not be easy, but together we can truly make a difference in changing teaching and learning in this state.

I look forward to the implementation of the Iowa Core Curriculum, because it's the right work, at the right time and we have the right people to do it.

Judy Jeffrey

How Will Iowa Students Benefit?

The Iowa Core Curriculum:

- Ensures that students will grasp big ideas through a focus on essential topics.
- Moves students beyond superficial knowledge to deep conceptual and procedural knowledge through learning for understanding, problem solving, and inquiry.
- Provides students opportunities to learn rigorous, robust content through effective instruction.
- Enhances student engagement by involving students in interesting, relevant learning experiences.

Iowa Schools, Area Education Agencies, and Community Colleges Affected by Floods

Out of Iowa's 364 school districts this spring, a total of 73 were affected by recent natural disasters. Preliminary results of a questionnaire conducted in July by the Iowa Department of Education shows that damage to districts is estimated to be around \$62 million.

The majority of districts reported damage was due to flooding. The highest costs were for structural damage and damage from standing or running water.

Six nonpublic schools reported damage at a preliminary estimated cost of \$1.7 million.

In addition to schools and districts, two area education agencies — Grant Wood and Green Valley — estimated a total damage amount of \$7.2 million.

Five community colleges were affected by natural disasters this spring with a current estimated \$2 million in damage and expenses.

According to estimates from districts, approximately 2,400 Iowa students will be displaced and unable to attend their home district this fall.

The Iowa Department of Education shared preliminary results of the questionnaire with the Governor's office and Iowa's congressional delegation. In addition, results were recently presented to the Rebuild Iowa Education Task Force for use in disaster relief decision-making.

For more information regarding the survey and disaster recovery assistance from the Iowa Department of Education, please visit www.iowa.gov/educate, go to the "Latest News" box on the right-hand side, and choose "2008 Disaster Recovery."

Disasters and Displaced Students

The Iowa Department of Education's website (specifically at <http://www.iowa.gov/educate/content/view/full/1453/1621/>) includes several pages with information about disaster relief. A couple of student-specific aspects are highlighted here for the convenience of school officials.

Counting Students:

1. Districts should ascertain whether displaced families intend to return within a reasonable period of time (18 months, for example) to their pre-disaster resident district. The form that districts may use or modify for their use is called [Notice of Intent to Return to District](#). The form should be filled out by or on behalf of each displaced family who intends to return to the resident district to assist the district in gauging the likelihood of their return.
2. The students of displaced families who intend to return and who will continue their education in the resident district without interruption are to be included on the certified enrollment of the resident district.
3. The students of displaced families who intend to return but whose education will be provided in the district of temporary location of the family also are to be included on the certified enrollment of the resident district. The resident district will reimburse the serving district a pro rata amount for the days served.
4. Families are not to use open enrollment for these situations; open enrollment funding does not include all of the funding that accrues to a district per certified enrollment of a resident student. Open enrollment is appropriate if a family is displaced from District A to District B, but desires that their children attend District C.

Transportation:

Districts are encouraged [as Area Education Agency (AEA) chief administrators are so advised] to cooperate during these extraordinary circumstances to allow the school buses of a contiguous district to temporarily run necessary bus routes outside the boundary of the resident district. Disputes are to be handled by AEA boards per 285.9. However, displaced families who desire for their children to continue their education in the resident district without interruption may be required to be responsible for transportation to and from school when the AEA determines that it is not cost effective for the resident district to provide the transportation.

Iowa Core Curriculum Network and Work Teams Develop Tools for Roll-out

The Iowa Core Curriculum Network held its first meeting on July 28-29. In order to provide timely support to school districts and nonpublic schools, Iowa's area education agencies (AEAs) and the Iowa Department of Education are collaborating on the organization and development of this network of support.

Members of the Iowa Core Curriculum Network are being trained to provide appropriate supports and facilitate implementation of the Core Curriculum.

In addition, Iowa Core Curriculum work teams are also currently working on implementation elements and stages. Each stage, which includes Leadership Development, Content Alignment, and Alignment of Instruction and Assessment, has a work team developing the processes, tools, and resources that will be needed. As with the Network, the work teams have representation from Iowa's AEA's and other education partners.

The stages will be developed so that school districts and nonpublic schools will be able to enter into the process at either the Content Alignment stage or Alignment of Instruction and Assessment stage in order to accommodate district curriculum cycles and ongoing professional development efforts focused on improving instruction and accelerating student achievement.

All school districts and nonpublic schools will engage the Leadership Development first, starting first semester of the 2008-2009 school year. This leadership training will focus on helping school districts and school leaders acquire the skills needed to implement the Core Curriculum with fidelity.

For more information about the Iowa Core Curriculum implementation, the supports that will be available, the Core Curriculum Network or the stages of implementation, please contact Rita Martens (rita.martens@iowa.gov or 515-281-3145) or Deb Hansen (deb.hansen@iowa.gov or 515-281-6131).

You may also visit our Iowa Core Curriculum Frequently Asked Questions at www.iowa.gov/educate. Go to the "Quick Links" box, choose "FAQs" and look for "Iowa Core Curriculum."

LEGISLATIVE UPDATE

Contact Jeff Berger at jeff.berger@iowa.gov or 515-281-3399 for questions regarding legislation or the legislative process.

Guidance Now Available for House File 2679 — Educator Quality

House File 2679 made some changes to the existing Student Achievement and Teacher Quality program. The Iowa Department of Education now has guidance available regarding these changes and how they may affect schools. The available on the Department website at <http://www.iowa.gov/educate/content/blogcategory/412/890/>.

SCHOOL IMPROVEMENT

Exempt School Status Paperwork to be Filed

Administrators are requested to ensure "exempt" schools in districts have filed the necessary paperwork with the Iowa Department of Education (DE). Iowa Code section 299.24 provides for an exemption from the compulsory education law and the educational standards law for members of established religious denominations which profess tenets that differ substantially from these laws. The initial exemption is for two years. A one-year renewal may be requested by each religious group desiring to do so.

If administrators are aware of schools that may meet the definition of an exempt school and may not have filed for an exemption, please contact Wilma Gajdel at 515-281-5332 or wilma.gajdel@iowa.gov.

Site Visit Training for the 2008-2009 School Year

Site visit training sessions are being planned for early autumn. The trainings will provide information for schools receiving a site visit during the 2008-2009 school year and for individuals who will be team members. Two sessions will be offered via the Iowa Communications Network (ICN) in September: September 9 from 9:00 to 11:00 a.m., and September 25 from 1:00 to 3:00 p.m. Each area education agency (AEA) will have a site for the ICN sessions. The exact locations will be emailed to schools and team members when all have been determined. Listed below are the tentative ICN remote sites:

Bettendorf AEA	Elkader AEA
Cedar Falls AEA	Mason City-Newman Catholic High School
Cedar Rapids CC6	Ottumwa AEA 1
Council Bluffs AEA	Pocahontas AEA
Creston High School	Sioux City AEA
Des Moines (Dept. of Ed)	Urbandale High School

School improvement consultants will also offer site visit trainings in person early in September and October. These dates will be included in the September *School Leader Update*. You may also contact your school improvement consultant for times and places.

Equity Site Visit Training for the 2008-2009 School Year

Districts having a site visit with a focus on equity do not need to attend the above-referenced orientation sessions. The first equity site visit training will be a face-to-face orientation on September 23rd from 1:00 to 4:00 p.m. in the State Board Room of the Grimes State Office Building at East 14th and Grand in Des Moines. The second session will be on October 9th from 1:00 to 3:30 p.m. via the Iowa Communications Network (ICN). ICN Rooms in each of the districts having a visit with a focus on equity have already been requested for the session

Iowa Special Education Law Conference to be Held

The 11th Iowa Special Education Law Conference will be held April 20-21, 2009, at the Marriott Hotel and Conference Center, Coralville, Iowa. The conference will feature nationally known speakers with expertise in special education law. The agenda and registration information will be distributed when available. Please contact Thomas Mayes (thomas.mayes@iowa.gov or 515-242-5614) or Dee Ann Wilson (deeann.wilson@iowa.gov or 515-281-5766) for additional information.

LEGAL LESSONS

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

Annual Notices

School districts are required to give all patrons several annual notices. *The following is a list (which may not be exhaustive, but represents the Iowa Department of Education's best efforts) of state and federal notices that all districts are required to give to the public every year.* This list does not attempt to include notices that are to be given to specific populations (such as notification of non-highly qualified teachers; notices to competent private instruction (CPI) families about testing; etc.).

Here are some model notices required by federal law that are available electronically:

- Notification of Rights under the Family Educational Rights and Privacy Act (FERPA): www.ed.gov/policy/gen/guid/fpco/pdf/ferparights.pdf
- Model Notice for FERPA Directory Information: www.ed.gov/policy/gen/guid/fpco/ferpa/mndirectoryinfo.html
- Model Notice of Rights under PPRa (Protection of Pupil Rights Amendment): www.ed.gov/policy/gen/guid/fpco/pdf/modelnotification.pdf
- PPRa Model Notice and Consent/Opt-Out: www.ed.gov/policy/gen/guid/fpco/pdf/ppraconsent.pdf
- Notice of Parents of Parental Involvement Rights under Title I, Part A: www.ed.gov/programs/titleiparta/parentinvguid.doc
- Child Nutrition Programs: www.fns.usda.gov/cnd/Guidance/eligibility_guidance.pdf

- Posters with Education Rights of Homeless Children: www.serve.org/nche/products_list.php#youth_poster
- Asbestos Hazard Model Notice: www.epa.gov/region2/ahera/notiform.htm

Attached is an "Annual Notices" matrix providing information about additional annual notices.

Smokefree Air Act and Implications for Schools

More information about the Smokefree Air Act and the implications for schools is on the Iowa Department of Education's website at http://www.iowa.gov/educate/index.php?option=com_docman&task=doc_download&gid=5573 By now, all schools must have clear, conspicuous signs at every entrance to areas where smoking is prohibited and in all school vehicles. As the school year resumes, schools also need to notify employees and applicants for employment of the provisions of the law.

School Fees

As part of a Declaratory Order about school fees, this agency prepared a chart of more-or-less commonly charged items. Here is that chart:

ITEM	FEE ALLOWED?	RATIONALE
Textbooks, including electronic textbooks, and supplementary instructional materials which convey information to the student or otherwise contribute to the learning process	Yes	Authorized by Iowa Code section 301.1 as textbooks
Software used for instruction	Yes	Authorized by Iowa Code section 301.1 as textbooks
Worksheets	Yes	Authorized by Iowa Code section 301.1 as textbooks
Student planners	Yes	Authorized by Iowa Code section 301.1 as school supply
Towel fee	Yes	Authorized by Iowa Code section 301.1 as school supply
Fee to cover cleaning costs and general wear and tear of marching band uniform or choir performance robe	Yes	Authorized by Iowa Code section 301.1 as school supply
Rental of musical instrument	Yes	Authorized by Iowa Code section 301.1 as textbooks
Chemicals, apparatus used by every student in chemistry class Wood in wood shop Foods in food class Cloth, sewing supplies in sewing class	No	Prohibited by Iowa Code section 282.6 and OAG # 79-12-22 as "tuition"
Difference between the basic raw material (see row directly above) and a student's voluntarily chosen <i>upgrade</i> (e.g., pine wood upgraded to walnut or basic cotton cloth upgraded to finer grade of cloth)	Yes	Authorized by Iowa Code section 301.1 as school supply
Eye protective device	Yes	Authorized by Iowa Code section 280.10
Ear protective device	Yes	Authorized by Iowa Code section 280.11
Driver education course	Yes	Authorized by Iowa Code section 282.6
Summer school courses	Yes	Authorized by Iowa Code section 282.6

Discretionary transportation of pupils to and from school (student lives less than 2 miles from elementary or middle school or less than 3 miles from high school)	Yes	Authorized by Iowa Code section 285.1(1)
Transportation for extracurricular events	No	Prohibited by Iowa Code section 285.10(9)
Any cost associated with field trips (e.g., admission, transportation)	No	Prohibited by Iowa Code section 282.6 as "tuition" assuming the field trip is during a day that is counted by the district as a day of instruction
Line fees for bowling as part of Physical Education cost	No	Prohibited by Iowa Code section 282.6 as "tuition"
Flowers, balloon drop, other decorations, security – all associated with graduation ceremony	No	No authorization exists and there is no means by which this can be made voluntary for individual students
Locker, lock fees	No	Prohibited by Iowa Code section 282.6 as "tuition" (part of facility)
ITEMS FOR SALE AS VOLUNTARY PURCHASES TO STUDENTS	CHARGE ALLOWED FOR NO MORE THAN ACTUAL COST?	RATIONALE
Parking permit	Yes	Authorized by Iowa Code section 279.9
Yearbook, Memory Book, School Newspaper	Yes	As long as the purchase is voluntary, this is not regulated by state law
Class ring	Yes	As long as the purchase is voluntary, this is not regulated by state law
Dance tickets	Yes	As long as the purchase is voluntary, this is not regulated by state law
Activity tickets	Yes	As long as the purchase is voluntary, this is not regulated by state law
Graduation cap, gown, tassel	Yes	As long as the purchase is voluntary, this is not regulated by state law
Diploma	No	If earned, the district must provide a diploma and there is no authorization by which to charge a fee for doing so
Diploma cover (<i>not</i> the diploma itself)	Yes	As long as the purchase is voluntary, this is not regulated by state law

MISCELLANEOUS ITEMS FOR WHICH A CHARGE IS ALLOWED	CHARGE ALLOWED FOR NO MORE THAN ACTUAL COST?	RATIONALE
NSF check charges	Yes	This is not regulated by education law
Duplicate student IDs	Yes	This is not regulated by education law

Fines for overdue school books or lost, damaged, destroyed items	Yes	Permitted by 281—IAC 18.4
Monetary penalty for violation of parking regulation	Yes	Authorized by Iowa Code section 279.8A, if amount is reasonable

The full Declaratory Order will be posted at the DE's website soon at <https://www.edinfo.state.ia.us/web/appeals.asp?aptype=do>; keep checking.

Common Registration Issues

As we draw near to the beginning of a new school year, here are some issues for you to bear in mind during registration:

A. Proof of student's date of birth:

1. Districts may require some form of proof of birth date 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 physician, or anything reasonably reliable.

B. Kindergarten, first graders:

1. Iowa Code § 282.3 unequivocally states that a child must be five on or before September 15 to enter kindergarten and must be six on or before September 15 to enter first grade. This law did not change this past year.
2. There is an Iowa Attorney General's Opinion (#79-7-3) stating that NO ONE has discretion to overlook this law. That means no exceptions — it doesn't matter that the child moved in from another state where the child has been in kindergarten most of the year already.
3. One resolution is to enroll the child when legal to do so in kindergarten, and — if appropriate to do so in the district's opinion and only the district's opinion — promote the child to first grade as soon as warranted.

C. Social Security Numbers: The Iowa Department of Education does not require SSNs of students, so neither should schools and school districts!

D. Legal Names: Rule 12.3(4) states that parents/guardians must register their child using the child's legal name (not, for instance, 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 who is truly a resident of their district.
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.

F. Immigrant students/ Non-immigrants:

1. An immigrant student is one born in another country but who lives in the U.S. and intends to make the U.S. his/her home. Immigrant students do not have visas. If they live with a parent or with another relative in the absence of a parent, and they are in the district for purposes of making a home, they are entitled to a tuition-free education. So said the U.S. Supreme Court. Do not ask the student if s/he is here "legally." That is impermissible. If the family resides in the district, educate the children.
2. On the other hand, non-immigrant students are foreign exchange students or foreign students who DO NOT intent to live in the U.S. They have a visa, and you may ask about the type of visa. If the visa is an F-1, Federal law requires that full tuition be charged. If the visa is a J-1 (foreign exchange student), charging tuition is discretionary.

Additional information about registration issues can be found on the DE website at <http://www.iowa.gov/educate/content/view/1135/985/>.

Before and After School Grant Program (HF 2679)

House File 2679 appropriated \$1,000,000 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. Grant size is limited to between \$30,000 and \$50,000.

An application must provide an equal match either from cash sources or from in-kind contributions. Applications serving middle school- and high school-age youth are eligible for funding and must demonstrate they are serving youth as least once a week or a minimum of two hours per week. Application materials for the grant program will be posted to the Iowa Department of Education's (DE) website on August 15 with applications due October 10, 2008 at the DE. Awards will be announced late November.

For more information, contact Joe Herrity at joe.herrity@iowa.gov or 515-281-3290.

Important Updates for Free/Reduced Price Meal Benefits, Direct Certification and Homeless Students

This year important changes in eligibility and direct certification processes have been implemented, including expanded eligibility for students enrolled in Head Start and enhanced student identification features for direct certification.

Training will be provided to describe a new feature for direct certification that will enable districts to locate a specific eligible student and the student's eligible siblings outside the regular electronic download system.

This new feature is expected to be operational within the first few weeks of school this year and may help your district grant benefits to students who have been displaced and moved into your district.

Also on the agenda will be expanded discussions about homeless and displaced students and sharing eligibility information between districts. All these processes should help your district locate, identify, and extend benefits to eligible students.

The last training is scheduled over the Iowa Communications Network (ICN) on August 6. ICN locations can be found at <http://www.iowa.gov/educate/content/view/1454/866/>. To register, print off the registration form from the website address, and fax it to 515-281-6548 or call 515-281-5356.

This year, more than ever, this training should help your district feed hungry children and help out with flood and tornado relief. For additional information or questions, call Nancy Christensen at 515-281-5663.

New Dental Screenings Take Effect This School Year

Beginning this 2008-2009 school year, Iowa law requires that children newly enrolling in elementary and high school have received a screening for dental disease. This requirement would include students entering Kindergarten, 9th grade, and out-of-state transfer students.

The purpose of the dental screening requirement is to improve the oral health of Iowa's children. Dental screenings will facilitate early detection and referral for treatment of dental disease and promote the importance of oral health as an integral component of preparation for school and learning.

No child will be prevented from attending school without proof of dental screening. If families have difficulty meeting the requirement, the Iowa Department of Public Health and local public health will provide assistance to children and schools to ensure that dental screenings are obtained.

To access dental screening forms and for additional information about the dental screening requirement, visit www.idph.state.ia.us/hpcdp/oral_health_school_screening.asp or call 866-528-4020.

Lead Poison Testing

Beginning this fall, kindergarten children must have been tested for lead poisoning. Families do not have to provide anything at the time of enrollment. About 60 days after school starts, each school will send Iowa Department of Public Health (IDPH) an electronic Excel spreadsheet with information about each kindergarten child. (IDPH will provide the Excel spreadsheet and the email address to which the spreadsheet must be sent within the next month.)

IDPH will match these files with the IDPH blood lead database and will let each school know which children have not been tested. IDPH will work with the school to ensure that these children are tested.

There is a religious exemption. There is also an exemption for children who are at "very low risk" for lead poisoning. Parents who are interested in this exemption should contact Rita Gergely at 800-972-2026 or rgergely@idph.state.ia.us. The religious exemption form and a flyer with information for parents are attached.

DATA AND REPORTING

Fall Basic Education Data Survey (BEDS) Information

Schools can begin making entries onto the system on September 2, 2008, and certify files by October 17, 2008. A training session is scheduled for August 25, 2008 and may be recorded so it can be posted to the Department of Education website.

The following are changes you will need to be aware of for this year:

Staff

- ⇒ The Market Factor column on the Salary form is being eliminated, and it will be reported as part of the Regular Contract Salary.
- ⇒ The Shared Staff field has been added to Staff Assignments. This is a Yes/No field and will be set to No initially. Districts that hold the contract will not change the way they report these individuals except for setting the shared field to "Y". Districts that are contracting for the services will report these individuals as part-time and indicate they are shared on the shared assignment. They will report zero salary.
- ⇒ A Sections field has been added to the Staff Assignments. Districts will report the number of sections by assignment. This is being collected as the result of an audit by the United States Department of Education (USDE).

Assignment Codes

Districts will no longer be able to use the header codes (ex: 1000, 2000 etc.). In the past, there was some confusion regarding the 5000 series of assignment codes and some of the 6000 series of assignment codes. The 5000 series should be used for Directors/Coordinators. We have added the following codes:

- ⇒ 6041 – PK-8 At-Risk
- ⇒ 6046 – PK-8 Talented and Gifted
- ⇒ 3006 – 9-12 Talented and Gifted
- ⇒ 6036 – PK-8 Exploratory
- ⇒ 6037 – PK-8 Family and Consumer Science
- ⇒ 6038 – PK-8 Business
- ⇒ 6040 – PK-8 Teacher Librarian
- ⇒ 3004 – 9-12 Home School
- ⇒ 6007 – Has been renamed to Computer (Applications/Keyboarding)
- ⇒ 6025 – Has been renamed to Industrial/Technology Education
- ⇒ 9002- Is being added back in to report coaches who are not regular employees of the district and have a coaching authorization.
- ⇒ 726 – Project Lead The Way Teacher (new position code)
- ⇒ 633 – Has been renamed to Coordinator/Department Head

Forms

You will see the Technology form on the Fall BEDS, due to the USDE reporting requirement asking for this as of the beginning of the year. The Telecommunications form will be moved to Spring in order to collect more accurate data.

A row has been added for reporting Administrators that are not reported on the Licensed Staff form and not included in any other area of the Non-Licensed staff form.

Questions about early childhood preschool programs can be directed to Lorri Cooper [(515) 281-3033 or lorri.cooper@iowa.gov] or Penny Milburn [(515) 281-7844 or Penny.Milburn@iowa.gov]

Updated Documents

Two updated documents are available on the Iowa Department of Education website. The first document, *Qualifications of Teacher Assistants*, offers guidance for Quality Preschool Program Standards (QPPS) Standard 6, *Teachers*. This document provides options available to teaching assistants for meeting state and federal requirements. The second document, *2008-2009 Technical Assistant Chart*, lists future Department trainings supporting the implementation of the Preschool Program.

Grant Year Enrollment Count Teleconference

The Iowa Department of Education will be hosting teleconferences August 18 from 9:30 a.m. to 11:00 a.m., to be repeated August 21 from 1:30 p.m. to 3:00 p.m. Newly awarded districts need to attend this teleconference to receive directions on the submission of the September 5, 2008, year one (Grant Year) Enrollment Count. It is not necessary to register for this teleconference; however, district representation is imperative for completing the 2008-2009 Preschool Count. Refer to the Department website at <http://www.iowa.gov/educate/content/view/940/1016/> for dial-in information and accompanying handouts. Districts awarded grants in 2007-2008 do not need to attend the teleconferences.

CALENDAR

Deadlines and Dates to Remember

August 15	Application materials posted to the DE website for the Before and After School Grant Program (HF 2679)
August 18	Grant Year Enrollment Count Teleconference — 9:30 to 11:00 a.m.
August 21	Grant Year Enrollment Count Teleconference — 1:30 to 3:00 p.m.
September 9	Site Visit Training via ICN — 9:00 to 11:00 a.m.
September 25	Site Visit Training via ICN — 1:00 to 3:00 p.m.
October 9	Equity Site Visit Training — 1:00 to 3:30 p.m. via ICN ICN remote sites to be announced

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.

Annual Notices

Subject Matter	State or Federal Law	Details	How and When
Annual progress report	281—Iowa Administrative Code (IAC) 12.8(3)“b”	Report of progress on the state indicators (listed in rule 12.8(3)) and locally determined indicators	Send to DE by 9/15 and “submit” to public by same date
Proportion of 4 th graders proficient in reading	Iowa Code 256D.3	The statute also “encourages” districts to submit to their communities composite information concerning the reading proficiency of K-3 enrollments, by grade level	Statute does not specify how or when; it is recommended
Human growth and development Instruction	Iowa Code 279.50	Information on human growth and development curriculum; procedure for parental inspection of instructional materials prior to their use in class; procedure for parent/guardian to request in writing that a student be excused from class	Must be provided before first day of classes at beginning of school year; DE recommends written notice by U.S. mail (if providing the notice at registration, district should following up via U.S. mail to families who did not attend registration)

Subject Matter	State or Federal Law	Details	How and When
FERPA notice: components of “directory information,” parent or eligible student right to inspect educational records, opt out rights, military recruiters, etc.	FERPA, 20 U.S.C. 1232g	Notice must be sent to parents of students, including CPI (home schooled) students and those who open enroll into the district	Statute does not specify when to give notice, but for the opt out right to be meaningful, notice should be sent at beginning of school year by any means reasonably likely to inform all families with students
Name and contact information for district’s Level One investigator	281—IAC chapter 102	School boards must designate at least one Level One investigator annually to look into allegations of abuse of students by school employees	Recommended that this information be published in student handbook and local newspaper of general circulation
Nondiscrimination policy, grievance procedures, name and contact information for equity coordinator	Federal Titles VI and IX of Civil Rights Act; Section 504 of the federal Rehabilitation Act; Iowa Code section 216.9	A student or employee or any person who feel discriminated against by the district must have information about how to pursue a grievance with the district	Recommended at the beginning of the school year and in the district’s nondiscrimination statement included in all general publications
Name of investigator of allegations of bullying and harassment	Iowa Code section 280.28	How to file a complaint must be included in the policy also	Board policy must state how the details of the policy will be publicized; it is recommended that the methods include (but not be limited to) inclusion in student

			handbook)
Educational rights of homeless children and youth	281—IAC chapter 33	Rights of homeless children; name of district's homeless education coordinator	Post at shelters and other locations where services to such folks are likely to be provided
Student responsibility and discipline policies, including attendance, tobacco, alcohol, out-of-school behavior (good conduct code)	281—IAC 12.3(6)	Any policy that directly affects a student should be included in the notice	Student handbook
Fees	281—IAC chapter 18	Procedures on charging fees, written notice of fees, waiver policy (including income guidelines)	Must be distributed at the time of registration or enrollment
Open enrollment information	281—IAC 17.3(2)	Open enrollment deadlines, transportation assistance information, athletic ineligibility information, and right to appeal to state board of education a denial of a request based on repeated acts of harassment or a serious health condition of the student that the district cannot adequately address	To be done by 9/30 via school newsletter, newspaper of general circulation, or parent handbook



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Director

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Governor

Patty Judge
Lt. Governor



BLOOD LEAD TESTING REQUIRED BEFORE SCHOOL ENTRY

Do Iowa children need to have a blood lead test before they start kindergarten?

Yes, beginning in the fall of 2008, all Iowa children must have proof of a blood lead test before starting kindergarten, or as soon after that as the parents are notified that the child needs a test.



My child was already tested for lead poisoning at the age of 2 years. Is another test needed? Do I need to take a copy of my child's blood lead test to the school?



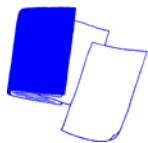
No, if the Iowa Department of Public Health (IDPH) has a record of the test, your child does not need another test. (Physicians and laboratories report all tests to IDPH.) IDPH will let you and the school know if they do not have a record of the test.

Will Medicaid, hawk-i, or private insurance cover the cost of a blood lead test?

Medicaid and *hawk-i* will both pay for a blood lead test. Many insurance plans also pay for this test. If you do not have a way to pay for this test, the Iowa Department of Public Health will have some funds to pay for it.



Is there a religious exemption for the blood lead testing requirement?



Yes, there is a religious exemption. There is a form that you must fill out and have notarized. You need to file this form with the school. The form will soon be available from the Iowa Department of Public Health, schools, and local health departments.

Will my child be kept out of school if they have not had a blood lead test?

Your child will not be kept out of school. However, childhood lead poisoning is a serious problem in Iowa. It causes learning disabilities and could affect your child's school performance, so we strongly recommend that your child be tested for lead poisoning.



OTHER INFORMATION ABOUT CHILDHOOD LEAD POISONING

How often should your child be tested for lead poisoning?

It's important to get their blood lead level tested at least once a year until they are six years old. Many children have normal blood lead levels at 6-12 months of age. However, these same children may become lead-poisoned when they are older and more active.

How do children become lead-poisoned?

Children become lead-poisoned if they:

- Put lead-based paint chips in their mouths.
- Put dusty or dirty hands, toys, bottles, or pacifiers in their mouths.
- Chew on surfaces painted with lead-based paint.
- Play in dirt or a sandbox near an old building or where an old building was torn down.
- Breathe in dust from lead-based paint that is being sanded, scraped, or removed with a heat gun.



Lead poisoning is usually caused by lead-based paint found in homes built before 1960. About 60% of the homes in Iowa, both in urban and rural areas, were built before 1960.

How common is lead poisoning?

Lead poisoning affects 1 in 14 Iowa children. This is four times the national average.

Could your child be lead-poisoned?

Yes — most children with lead poisoning do not look sick. Lead-poisoned children may:

- Be easily excited.
- Have problems paying attention.
- Complain of stomach aches and headaches.
- Be more tired than usual.



Lead-poisoned children may have learning problems when they start school. Children with very high lead levels may have severe brain damage or even die. The only way to tell if your child is lead-poisoned is to have their blood tested.

Where can I get more information?

For more information about lead poisoning and how you can protect your children, contact one of the following agencies:

Iowa Department of Public Health
1 (800) 972-2026
(515) 281-3479
or your local city or county
health department or housing agency



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CERTIFICATE OF BLOOD LEAD TESTING EXEMPTION FOR RELIGIOUS REASONS

Child's Name:

Last: _____ First: _____ Middle: _____ Date of Birth: _____

We want you to understand some facts prior to signing this religious exemption form.

First, lead poisoning affects 1 in 14 Iowa children. This is four times the national average. Lead poisoning is usually caused by lead-based paint found in homes built before 1960.

Second, most children with lead poisoning do not look sick. Lead-poisoned children may be easily excited, have problems paying attention, complain of stomach aches and headaches, or be more tired than usual.

Finally, if your child is lead-poisoned, it is important to know about it as soon as possible to minimize the effect on your child. If you have questions or want additional information about the risks of lead exposure, please call the Iowa Department of Public Health at 800-972-2026.

I have been told about the importance of having my child tested for lead poisoning. I have read and fully understand the above facts. I hereby release, waive, discharge, and covenant not to sue my child's health care provider, the Iowa Department of Public Health, and the state of Iowa, and all employees, officials, staff, agents, and volunteers of these entities and agencies for any liability, claim, and/or cause of action arising out of my refusal to have my child tested for lead poisoning or arising out of any loss, damage, injury, or illness that occurs as a result of the fact that my child was not tested for lead poisoning.

The religious exemption from blood lead testing does not relieve a parent from an obligation to provide necessary medical treatment for a sick or injured child. Be advised that mandated reporters have a legal duty to report your child as neglected if they have reason to believe the child is being deprived of necessary medical treatment.

A religious exemption may be granted to an applicant or transfer student if the blood lead testing conflicts with a genuine and sincere religious belief. The certificate of blood lead testing exemption for religious reasons shall be signed and dated by the applicant's or transfer student's parent or guardian and shall attest that the belief is in fact religious and not based merely on philosophical, scientific, moral, personal, or medical opposition to blood lead testing. The certificate is valid only when notarized.

Signature: _____ Date: _____
Parent or Guardian

State of: _____ County of: _____

This instrument was acknowledged before me on _____,
Date

by _____,
Name(s) of Person(s)

Seal or Stamp

Signature of Notary Public: _____

Title (or Rank for Military Personnel): _____

This form will initially be filed with your child's school, and the school may forward the form to the Iowa Department of Public Health.