



A MONTHLY JOURNAL  
FOR IOWA EDUCATORS

# School Leader Update

August 2010

## In This Issue

Senior Year Plus guidance P.2

New bureau chief P.3

State Board adopts Common Core P.6



## NATURAL DISASTER Recovery

When Iowa experienced several natural disasters in 2008, the Iowa Department of Education provided resources for Iowa school districts.

Many of these resources remain helpful today, as some areas of our state experience flooding.

If your district is in need of information related to natural disasters, please visit: <http://bit.ly/cWIKwB>.

The Iowa Association of School Boards also has information available at: <http://bit.ly/aQVfRX>.

## Board adopts Common Core—now what?

On July 29, the State Board of Education unanimously voted to adopt the Common Core State Standards as part of the Iowa Core.

So what does this mean to Iowa schools?

In short, it means continuing the work we are already doing to implement the Iowa Core.

Some districts and nonpublic schools will move forward with the current implementation timeline, which involves beginning curriculum alignment work this fall.



*Kevin Fangman,  
Acting Director*

For those who are at this phase, the adoption of the Common Core is perfect timing. A final version of the Common Core that includes additional skills and concepts we are allowed to incorporate will be up for review by the State Board in September. (Please see page 6 for more details.)

No matter where you start, these efforts are enhancing education in Iowa. The addition of the Common Core maintains the path we are on, while advancing our context to a national level.

With the Common Core integrated into the Iowa Core, we can now pool talent and resources across collaborating states in a variety of efforts. We can also be better assured that when a student moves across state borders into Iowa, he or she will have worked to meet the same expectations as Iowa students. It also helps Iowa students be competitive on a national and global basis.

As we move into a new academic year, we must take significant steps forward in preparing our students for an environment that is more complex, sophisticated, and connected than in the past.

For more information on the State Board's adoption of the Common Core, results of a Common Core/Iowa Core alignment study, and the next steps, please see page 6 of this issue.

- Kevin Fangman

## UPDATE: Race to the Top

The U.S. Department of Education (USED) announced on July 27 the finalists in the federal Race to the Top education funding competition.

Iowa was not among the list of finalists.

The USED has not at this time provided information to states about a possible next round of funding.

It will be determined at a later date whether or not Iowa will apply in a third funding round.

## Revised Senior Year Plus guidance

The Iowa Department of Education has been asked to review its earlier position that *no* concurrent enrollment course eligible for supplementary weighting can receive an AP® course designation.

The department has completed a review and concluded that—while not common—it is possible under the Senior Year Plus legislation for a concurrent enrollment course eligible for supplementary weighting to also be designated as AP®. Thus, a school district may claim supplementary weighting for those students in a concurrent enrollment course that has been designated by the College Board as an AP® course for which the district can demonstrate that *all* requirements are met.

For more information, please see attached document at the end of the *School Leader Update*.



## Students with disabilities ICN session

The Iowa Department of Education is sponsoring an Iowa Communications Network (ICN) session on serving students with disabilities in accredited nonpublic schools. This session will discuss the consultation process required by the Individuals with Disabilities Education Act and services required under Iowa Code section 256.12.

The ICN presentation is September 8, 2010 from 2:00 p.m. to 4:30 p.m. Sites will be offered in each area education agency (AEA). This session is open to the public, but is designed for AEA personnel, local education agency personnel, accredited nonpublic school personnel, and parents of students with disabilities who attend accredited nonpublic schools. There is no cost. Registration opens on August 9, 2010 at [http://www.iptv.org/iowa\\_database/event-detail.cfm?ID=10530](http://www.iptv.org/iowa_database/event-detail.cfm?ID=10530).

## Safe and Drug Free Schools information

The federal Office of Safe and Drug Free Schools (OSDFS) sends out a weekly e-mail update on OSDFS programs, as well as other information related to school safety, substance abuse and violence prevention in education, and the promotion of student health and well-being.

OSDFS is very aware of the impending end of the Title IV, Safe and Drug Free Schools grant program to local education agencies, but wants to continue to support this vital work at the local level. The OSDFS newsletter is a great, quick, and *free* way to learn of funding opportunities, programs, and trainings.

To subscribe, please go to <http://www.ed.gov/news/newsletters/listserv/preventioned.html>.



## Microsoft Cy Pres August ICN sessions

Iowa Communications Network (ICN) sessions for all participants in the Microsoft Cy Pres program are scheduled on August 23, 24, 25 from 3:30 p.m. to 5:00 p.m. The sessions will contain information regarding vouchers and claims, external evaluation participation information, and procedure for amending applications. A representative from the claims administrator will participate to help answer questions.

The registration for this session will open on August 9, 2010 and is located at [http://www.iptv.org/iowa\\_database/event-detail.cfm?ID=10565](http://www.iptv.org/iowa_database/event-detail.cfm?ID=10565). Each session is limited to 65 participants and is set up for the eastern districts (area education agencies or AEAs 1, 9, 15, 16 and 10) on August 23, 2010, for the central districts (AEAs 267, 11) on August 24, 2010, and for the western districts (AEAs 8, 412, 1314) on August 25, 2010. All sessions are from 3:30 p.m. to 5:00 p.m. Registration closes August 17, 2010.

All applications are to be completed by August 20, 2010. If you have not finished your application and received approval from John O'Connell, contact him immediately at 515-249-0334, [john.oconnell@mchsi.com](mailto:john.oconnell@mchsi.com), or [john.oconnell@iowa.gov](mailto:john.oconnell@iowa.gov). The last voucher run will be made the week of August 20, 2010, so if you do not have your approval email you will not be part of this program. For a list of districts needing to complete their application, visit the Iowa Department of Education website for Microsoft Settlement Information for Iowa schools at [http://www.iowa.gov/educate/index.php?option=com\\_content&task=view&id=1571&Itemid=1](http://www.iowa.gov/educate/index.php?option=com_content&task=view&id=1571&Itemid=1).

Check contact information by going to the application site at [www.edinfo.state.ia.us](http://www.edinfo.state.ia.us). Login and select the district name to see if the contact information needs to be changed. If changes are needed, please notify O'Connell at 515-249-0334, [john.oconnell@mchsi.com](mailto:john.oconnell@mchsi.com), or [john.oconnell@iowa.gov](mailto:john.oconnell@iowa.gov), to de-certify your application so you can make changes. It is very important that contact information be accurate in order to receive communication directly from the claims administrator, the external evaluator, and O'Connell.

## U.S. Senate Youth Program available

The state of Iowa will again participate in the United States Senate Youth Program (USSYP), sponsored by the William Randolph Hearst Foundation. The program is designed to give young people a working knowledge of American political life. Two Iowa students will have the opportunity to spend the week of March 5-12, 2011, in Washington, D.C.

The foundation will pay all expenses. In addition, the two Iowa high school representatives will each receive a \$5,000 scholarship. Selection of the two Iowa high school representatives will be based solely on the outstanding ability and demonstrated leadership qualities of elected junior or senior high school student officers for 2010-2011. Each high school may nominate only one student by Monday, October 4, 2010. For details, visit [http://www.iowa.gov/educate/index.php?option=com\\_content&task=view&id=939&Itemid=1225](http://www.iowa.gov/educate/index.php?option=com_content&task=view&id=939&Itemid=1225).

## NEW BUREAU CHIEF Teaching and Learning Services

Dr. Connie Maxson has accepted the position of chief of the Iowa Department of Education's Bureau of Teaching and Learning Services.

Maxson began her career in education as a kindergarten teacher in Council Bluffs. She has also served as media director in Ottumwa, superintendent of both Eddyville-Blakesburg and Shenandoah school districts, and chief administrator of Green Valley AEA 14.

Maxson holds bachelor and master of science degrees and a doctorate degree from Iowa State University.

She has been a member of the department's Education Finance Roundtable and co-chair of the steering committee for the Iowa Core. She has also served on the School Budget Review Committee.

In addition, she was chairperson of the subcommittee on finance and funding of the state Research & Development school and a member of the Governor-appointed Iowa Learns Council.

## Site visit training for the 2010-2011 school year

Training sessions will be held in September and October 2010, for districts and schools having site visits during 2010-2011. These sessions will provide pertinent information and help guide preparation for the visits. Additional web-based trainings will be available. See the September 2010 issue of the *School Leader Update* for more information. Districts receiving equity visits will be contacted directly regarding training opportunities.

School improvement consultants will offer site visit trainings in person in each area education agency in September and October 2010, as follows:

Consultant	Date	Time	Location
Holly Barnes	9/1/10	1:00-3:00 p.m.	Keystone AEA, Elkader
Barb Byrd	9/8/10	1:00-3:00 p.m.	GPAEA, Ottumwa
Elizabeth Calhoun	9/2/10	12:30-2:00 p.m.	Northwest AEA-LeMars CSD, Administrative Offices
Tom Cooley	9/2/10	1:00-3:00 p.m.	Mississippi Bend AEA 9, Bettendorf-Yoder Room
Wilma Gajdel	9/1/10	1:00-3:00 p.m.	AEA 267 Cedar Falls office, Room F
Wilma Gajdel	9/2/10	9:30-11:30 a.m.	AEA 267 Clear Lake office, Room 4
Brandie Gean	9/1/10	1:00-3:00 p.m.	GWAEA (Location to be determined)
Elizabeth Calhoun	9/1/10	12:30-2:00 p.m.	Prairie Lakes AEA-Pocahontas
Julie Melcher	9/7/10	1:00-3:30 p.m.	WDM Learning Resource Center
Julie Melcher	10/1/10	1:00-3:30 p.m.	Heartland AEA, Johnston Office
Barb Byrd & TBA	9/9/10	10:00-12:00 p.m.	Red Oak Regional AEA office

Iowa educators are encouraged to volunteer to participate in one of the Iowa Department of Education school improvement site visits scheduled for 2010-2011. Serving on a site visit team has many benefits. It helps participants understand accreditation expectations, the preparation process, and allows educators to obtain in-depth information and examples from other districts. The site visit schedule and participation information is available at [http://www.iowa.gov/educate/index.php?option=com\\_content&task=view&id=1558&Itemid=2342#](http://www.iowa.gov/educate/index.php?option=com_content&task=view&id=1558&Itemid=2342#).

For more information, contact Elizabeth Calhoun at 515-281-8170 or [elizabeth.calhoun@iowa.gov](mailto:elizabeth.calhoun@iowa.gov).

## Electronic access to payment details

The Iowa Department of Education is now autogenerating email notification of EFTs/warrants/payments. In this new process, all formula (payment class 801) and contract (payment class 405) distributions will generate an email to a school district's superintendent/president and business official. It instructs the recipient to click on a link to access payment information. Once in the system, the user can search in several ways—expanding the dates, reordering by columns, pulling only one type of funding, and more. Users will have access to all current and prior fiscal year payments 24/7 and can print paper copies from that system.

While this system is minimally functional now, the department will continue to work very quickly on some additional enhancements to the system, including:

1. Adding live links on the funding type that provides the detail on the fund previously provided in the paper warrant/EFT explanations.
2. Adding additional local Universal Accounting codes.
3. Expanding the base of subrecipients to include some of the smaller subrecipients not included in this initial roll-out.
4. Expanding the system's ability to send email notices to more than just the superintendent/president and business official.
5. Creating access through regular log-in process.

Thank you for your patience with this new system. Please keep questions and comments coming by contacting Jeff Berger at [jeff.berger@iowa.gov](mailto:jeff.berger@iowa.gov) or 515-281-3968.

# Waivers and exemptions available from department

Five different waivers or exemptions are available from the Iowa Department of Education (DE).

1. Chapter 12 Exemption for 2011-2012—Due January 1, 2011
2. New Innovative Calendar for 2011-2012—Due November 1, 2010
3. Continued Innovative Calendar for 2011-2012—Due November 1, 2010
4. Early Start Date for 2011-2012 (Completed on the District's 2011 Spring Basic Educational Data Survey Report)
5. Foreign Language for 2010-2011

The requirements vary slightly for each waiver.

Waiver / Exemption	Form	Board Approval or Hearing	Deadline
Chapter 12 – General Accreditation Standards 281-IAC 12.9	Paper document located at: <a href="http://www.iowa.gov/educate/index.php?option=com_content&amp;view=article&amp;id=483&amp;Itemid=1219">http://www.iowa.gov/educate/index.php?option=com_content&amp;view=article&amp;id=483&amp;Itemid=1219</a>	Board minutes that demonstrate that the local school board has approved the request.	January 1 preceding the school year for which the waiver is requested.
New Innovative Calendar and Continued Innovative Calendar 279.10	Paper document located at: <a href="http://www.iowa.gov/educate/index.php?option=com_content&amp;view=article&amp;id=483&amp;Itemid=1219">http://www.iowa.gov/educate/index.php?option=com_content&amp;view=article&amp;id=483&amp;Itemid=1219</a>	Documentation of public hearing	November 1 preceding the school year for which the waiver is requested defined in the Code of Iowa.
Early Start 279.10(4)	Web-based document located on the Spring BEDS Report located at: <a href="https://www.edinfo.state.ia.us/securelogin.asp">https://www.edinfo.state.ia.us/securelogin.asp</a>	Assurances that the school district has held a public hearing and that starting school on the earliest starting date specified in Iowa Code section 279.10 subsection 1 will have a significant negative educational impact.	June 15 preceding the school year for which the waiver is requested defined in the Code of Iowa
Foreign Language 256.11(5)(f)	Paper document located at: <a href="http://www.iowa.gov/educate/index.php?option=com_content&amp;view=article&amp;id=483&amp;Itemid=1219">http://www.iowa.gov/educate/index.php?option=com_content&amp;view=article&amp;id=483&amp;Itemid=1219</a>	Minutes that demonstrate that the local school board has approved this request to be waived from the 3rd and 4th sequential units of foreign language.	

Common requirements for a public hearing as required in some of the waiver requests above include:

1. Prior publication of date, time, and place of hearing.
2. Purpose(s) of the hearing shall be included in the notice.
3. The specifics of the notice vary. See authoring statutes at: <http://www.legis.state.ia.us/IACODE/2003SUPPLEMENT/tablesandindex/> by entering the appropriate chapter and sections.

The public hearing is designed to provide an opportunity for the public to have input on the proposed issue. It can be part of the regular board meeting, or it may be a special board meeting. In either case, the minutes of the meeting shall document that the public was given an opportunity to comment regardless of whether anyone in fact attended or provided input.

*Waiver/exemption requests that fail to document the opportunity for public input will be denied.* Waiver requests that have a deadline defined by Iowa Code are strictly adhered to. The DE does not have the authority to waive deadlines set in Code.

For more information, please contact Del Hoover at 515-281-8402 or [del.hoover@iowa.gov](mailto:del.hoover@iowa.gov).



## State Adopts Common Core

Alignment study shows high level of correspondence between documents.

The State Board of Education recently voted unanimously to adopt the Common Core State Standards as part of Iowa's work to improve education throughout the state. As part of the Iowa Core, the Common Core is designed to help all students gain the skills and knowledge to be prepared for what they choose to do in life after completing their K-12 education.

At the State Board of Education meeting on July 29, the Iowa Department of Education (DE) presented results of its final alignment study of the Common Core State Standards and the Iowa Core. The alignment study results show a high level of correspondence between the Iowa Core to the Common Core.

The DE initiated an informal review of the alignment between the Iowa Core and Common Core in May 2010, prior to the release of the final version on June 2.

A formal alignment process was conducted for both literacy and mathematics in July.

The process was developed by Achieve, an independent, bipartisan, non-profit education reform organization based in Washington, D.C.

The literacy panel that conducted the study consisted of experts from the DE (one representative), area education agencies (AEAs) (two representatives), local districts (three representatives), and a state professional organization (one representative) for a total of seven literacy panel members.

The math panel consisted of experts from the DE (one representative), AEAs (two representatives), local districts (two representatives), independent consultants (two representatives), and a state professional organization (one representative) for a total of eight math panel members.

An alignment specialist from one of the Iowa AEAs was asked to fulfill the role of session facilitator and technical support, with additional support provided by Achieve staff.

The study shows that 88 percent of the skills and concepts addressed in the Iowa Core for math are also covered in the Common Core. For example, both the Common Core and the Iowa Core state that high school students must learn concepts of statistics.

In literacy or English language arts, 84 percent of the skills and concepts addressed in the Iowa Core are also covered in the Common Core. For example, both the Common Core and the Iowa Core address the use of reading strategies—or ways to approach reading that help students comprehend text.

All states are allowed to add 15 percent of their own standards in English language arts—in our case the Iowa Core in literacy and math—in addition to the Common Core. The department's English language arts and mathematics teams have begun identifying a few additions.

The next steps in adoption of the Common Core will be to complete work to identify the additional essential concepts and skills from the Iowa Core. This will allow for enhanced alignment with the Iowa Core.

These additions will be presented at the September State Board Meeting for possible approval.

### Core Alignment Study

- For the full alignment study, visit [http://www.iowa.gov/educate/index.php?option=com\\_docman&task=doc\\_download&gid=9840&Itemid=1507](http://www.iowa.gov/educate/index.php?option=com_docman&task=doc_download&gid=9840&Itemid=1507).
- For more information on the Common Core State Standards, visit [www.corestandards.org](http://www.corestandards.org).

# Early Childhood Preschool Programs

## Statewide Voluntary Preschool Program webinars

The webinar of the *Preschool Orientation—Assurances and Reporting Requirements* is available in text and audio on the Statewide Voluntary Preschool Program (SWVPP) website at [http://www.iowa.gov/educate/index.php?option=com\\_content&task=view&id=940&Itemid=1279](http://www.iowa.gov/educate/index.php?option=com_content&task=view&id=940&Itemid=1279). The webinar consists of two parts.

Part 1—Assurances and requirements applicable to all Statewide Voluntary Preschool Program districts. All SWVPP districts are encouraged to view this webinar.

Part 2—Reporting requirements specific to districts awarded grant funding for 2010-2011.

Upcoming webinars include:

*Preschool Orientation—Data System Requirements* is scheduled for Wednesday, August 11, 2010, from 10:00-11:00 a.m. This webinar is targeted to newly awarded districts. The content will address submission of information required by September 14, 2010.

This information is used to generate the Preschool Grant Awards

for 2010-2011 via the Early Childhood Application and EASIER on the Iowa Department of Education Secure Reporting Site. Information on accessing this webinar will be sent to newly awarded district superintendents and contacts as indicated on the preschool application.



*Preschool Orientation—Program Standards: Iowa Quality Preschool Program Standards (IQPPS)* is scheduled for Friday, September 24, 2010, from 10:00-11:30 a.m. This webinar is targeted to newly awarded districts following the Iowa Quality Preschool Program Standards (IQPPS) and those districts that will receive a verification visit in 2010-2011. The audience may include administrators, community partners, and teachers. The content will address requirements of the IQPPS and the verification process. Information on accessing this webinar will be sent to newly awarded district superintendents and contacts and also to those districts with a verification visit in 2010-2011.

All webinars will be recorded and posted on the Statewide Voluntary Preschool Program website at [http://www.iowa.gov/educate/index.php?option=com\\_content&task=view&id=940&Itemid=1279](http://www.iowa.gov/educate/index.php?option=com_content&task=view&id=940&Itemid=1279).

For more information about the Statewide Voluntary Preschool Program for Four-Year-Old Children, please contact Judy Russell (515-281-4705 or [judy.russell@iowa.gov](mailto:judy.russell@iowa.gov)) or Penny Milburn (515-281-7844 or [penny.milburn@iowa.gov](mailto:penny.milburn@iowa.gov)).

## Student Health and Nutrition

### School dental screening requirement

Based on new legislation and administrative code, the following changes pertaining to dental screening are effective for 2010-2011:

- Applies to enrolling kindergarten and 9<sup>th</sup> grade students only, but not transfer students.
- A screening for kindergarten is valid from three years to four months after enrollment date.
- A screening for 9th grade is valid from one year prior to enrollment to four months after enrollment date.
- Screenings performed by out-of-state providers are acceptable.

Authorized providers, including dentists, dental hygienists, physicians, physician assistants, and registered nurses, may transfer information from another form to the approved Iowa Department of Public Health (IDPH) Certificate of Dental



Screening. The recorder must sign and include credentials on the certificate and attach the non-IDPH form.

“Treatment Needs” definitions are revised for the screening section of the Certificate of Dental Screening. Audit due date is now May 31, 2011.

The IDPH website is updated with a new flyer (English and Spanish) for family outreach, a new FAQ fact sheet, and a revised IDPH Certificate of Dental Screening to incorporate 2010 changes. Previous versions of the IDPH Certificate of Dental Screening will be accepted, however, if a provider is transferring information from a non-IDPH form, the revised IDPH certificate is recommended because it includes a line for “reorder.”

For more information, visit the IDPH website at [http://www.idph.state.ia.us/hpcdp/oral\\_health\\_school\\_screening.asp](http://www.idph.state.ia.us/hpcdp/oral_health_school_screening.asp) or contact Sara Schlievert at 866-528-4020 or 515-281-7630 or [sschliev@idph.state.ia.us](mailto:sschliev@idph.state.ia.us).

### CLIA-certificate of waiver for Iowa schools

The federal Clinical Laboratory Improvement Amendments (CLIA) law (U.S.C. 42 §263a, 42CFR Part 493) requires schools to have a certificate to exam materials from the human body to provide information for diagnosis, prevention, or treatment of any disease, impairment, or assessment of health (for example, blood glucose, urine testing, throat swab...). The law applies to a school nurse or other qualified school personnel, following health care provider orders and manufacturer’s instructions, administering certain tests at school and in school activities.

The Iowa Department of Education (DE) in cooperation with the Iowa CLIA contact, applied for and received a *CLIA Certificate of Waiver* for Iowa schools that are under the jurisdiction of the DE. Instead of each district applying for a waiver certificate, the certificate issued to the DE meets the requirement for each school to carry out these tests. Detailed information on the certificate and good practices will be distributed to school nurses this summer and fall. CLIA information is available at [http://www.cms.gov/CLIA/08\\_Certificate\\_of\\_%20Waiver\\_Laboratory\\_Project.asp#TopOfPage](http://www.cms.gov/CLIA/08_Certificate_of_%20Waiver_Laboratory_Project.asp#TopOfPage). For more information, contact Charlotte Burt, School Nurse and School Health Services Consultant at 515-281-5327 or [charlotte.burt@iowa.gov](mailto:charlotte.burt@iowa.gov).

## Student Health and Nutrition continued

### Direct certification for free meals

Downloadable lists of children eligible to receive free meals and who are exact matches (Students in Last EASIER Submission) and siblings of children who are exact matches (Potential Students Found in District) will be available to public local education agencies (LEA) and non-public LEAs submitting information to Project EASIER.

The children identified during this process are eligible to receive free meal benefits. LEAs will only have access to the list of children in their school or district.

The Direct Certification list was available on the Child Nutrition Program (CNP) 2000 system on July 15, 2010.

LEAs are required to notify households that they have been approved for free meals based on direct certification and to give households the opportunity to decline free meal benefits.

### Free and reduced price applications

The 2010-2011 Iowa Eligibility Application instructions and related information were sent to School Food Authorities (SFAs) in early June 2010 from the Iowa Department of Education. This information is also posted on line and made available in the form download section of Child Nutrition Program (CNP) 2000 system.

SFAs must provide a copy of the application and parent letter to every household.

More options are available to SFAs for email or web based distribution.

For additional information, check the U.S. Department of Agriculture Eligibility Manual for school meals at [http://www.fns.usda.gov/cnd/Guidance/eligibility\\_guidance.pdf](http://www.fns.usda.gov/cnd/Guidance/eligibility_guidance.pdf).

### Iowa eligibility processing training

Training for the processing of the Iowa Eligibility Application will take place on August 3, 2010, from 9:00 a.m. to 12:00 p.m.

The registration form and locations are posted on the Iowa Department of Education (DE) website at [http://www.iowa.gov/educate/index.php?option=com\\_content&view=category&id=442&Itemid=866](http://www.iowa.gov/educate/index.php?option=com_content&view=category&id=442&Itemid=866).

For questions contact your area consultant or the DE Bureau of Nutrition, Health and Transportation Services at 515-281-5356.

### hawk-i information

The process for collecting the names of households interested in receiving information about the Healthy and Well Kids in Iowa (hawk-i) program will be streamlined for 2010-2011.

Further information will be included in a memo and will be discussed at the August 3, 2010 training.



### SUPER POWER Summit x 4!

Back by popular demand, four regional Super Power Summits will be held this fall to unleash the super powers of middle school students across Iowa!

This event will encourage students to make healthy food choices and be physically active.

It brings together middle school students and adult advisors for a day full of fun activities, planning for action, and networking opportunities.

Super Power Summits will be held in Denison on October 5, 2010, in Cedar Falls on October 15, 2010, in Ottumwa on October 19, 2010, and in Ankeny on October 26, 2010.

For registration information, contact Patti Delger at 515-281-5676 or [patti.delger@iowa.gov](mailto:patti.delger@iowa.gov).

### Schools pilot test new Iowa Gold menus

This fall, seven school districts in Iowa, including Johnston, South Hamilton, Gilbert, Lawton-Bronson, Humboldt, Southeast Polk and Des Moines, will pilot test newly developed healthy menus at several school buildings. The new menus are “Chef Approved,” seasonal, five-week cycle menus that meet the 2005 Dietary Guidelines for Americans, meet the Gold standard for the HealthierUS School Challenge, and include U.S. Department of Agriculture (USDA) Foods and locally grown foods. The project is made possible with a USDA Team Nutrition grant, administered by the Iowa Department of Education.

Chef Consultants and Iowa State University Extension Specialists will provide on-site training to the seven schools. Release of the menus for all Iowa schools is planned for the spring of 2011. A sample of the new menu choices includes Mandarin Orange Chicken with Brown Rice, Beef Taco Salad, Beef and Bean Enchilada, and Chicken Caesar Wrap. Please contact Patti Delger at 515-281-5676 or [patti.delger@iowa.gov](mailto:patti.delger@iowa.gov) for more information.

### Role modeling for healthy kids

The Healthy Kids Act nutritional content standards became effective on July 1, 2010, for schools selling food and beverages to students during the school day in a la carte, vending, and regulated fundraising. Schools will be reviewed for compliance during their Child Nutrition Program review and during their Comprehensive School Improvement Site Visit.

*Role Modeling for Healthy Kids* workshops will be offered four times in the fall for school administrators, staff, and parents to learn about the ways to be positive role models in nutrition and physical activity and to help support the Healthy Kids Act. A \$100 honorarium will be offered to participants who conduct follow-up workshops in their local school community. Workshop dates are September 21, 2010, in Waverly, Iowa, September 29, 2010, in Denison, Iowa, October 12, 2010, in Coralville, Iowa, and October 14, 2010, in Ankeny, Iowa. For information on the Healthy Kids Act or to obtain registration information for the role modeling workshops, visit [www.tinyurl.com/iowa-HKA](http://www.tinyurl.com/iowa-HKA) or contact Jennifer Neal at 515-281-6192 or [jenny.neal@iowa.gov](mailto:jenny.neal@iowa.gov).

### HealthierUS School Challenge awards

Audubon Elementary in Dubuque, Horizon Elementary in Johnston and South Hamilton Elementary in Jewel won HealthierUS School Challenge awards in June and July.

Audubon and South Hamilton Elementary schools qualified for Silver Awards, and Horizon qualified for a Bronze Award. The HealthierUS School Challenge recognizes schools that have created healthier school environments through promotion of nutrition and physical activity. Iowa is proud to have all three schools qualify for this prestigious award! For more information on how your school can qualify, go to <http://teamnutrition.usda.gov/healthierUS/index.html> or contact Patti Delger at 515-281-5676 or [patti.delger@iowa.gov](mailto:patti.delger@iowa.gov).

### NEW SCHOOL BUS driver online training

The school bus driver training course for *new* school bus drivers moved to an online format on August 1, 2010. The online format affords new drivers the option of taking the online portion of the class from any computer. The current 12-hour format is being increased to 14 hours of online training along with three hours of instructor led training. Instructors can answer questions that new drivers may have and cover topics that could not be covered online.

The new course will total 17 hours of training. Drivers will now be able to take the web-based portion of the course at their own convenience and at their own pace. For example, the course can be done in sections over a period of time. Registration, scheduling, and payment will still be handled by community colleges. The registration fee will also be set at a standard rate statewide. For questions, contact Max Christensen at 515-281-4749 or [max.christensen@iowa.gov](mailto:max.christensen@iowa.gov).



## Legal Lessons

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

### Rules, notices, and registration

#### **DE Administrative Rules**

The State Board of Education, at its July 29 meeting, voted to give public notice of its intent to amend the following chapters of administrative rules:

*43, Pupil Transportation Special Education.* The changes all codify previous changes to statute. For example, the law no longer requires a school district to obtain separate body and chassis bids; also this clarifies that there is to be no smoking in school buses at all times.

*68, Charter and Innovation Zone Schools.* New legislation from 2010 created innovation zone schools (for which no additional funds are available). An innovation zone school is similar to a charter school, but whereas a charter school is a public attendance center chartered and governed by the local school board of the school district in which the charter school is located, an innovation zone school is a public attendance center established by a consortium that must include at least two school districts and an area education agency. The proposed rules are expanded to discuss such schools, and also add greater weight to innovation in the ranking of charter school applications.

*83, Teacher and Administrator Quality Programs.* Edits the definition of “beginning administrator” so that superintendents are included.

*97, Supplementary Weighting.* Clarifies that students with disabilities who are served by special education programs or services and students who are served by at-risk programming are not to be denied participation in other weighted programs (such as, for instance, Senior Year Plus).

*98, Financial Management of Categorical Funding.* Conforms rules to statutory changes made in 2010 regarding the lawful purposes of the per pupil funding received by a school district that operates a home school assistance program. The edits also make necessary adjustments to acknowledge that the educational excellence Phase II program and the educator quality basic salary program were combined, and that they and the educational excellence Phase I program are no longer grants-in-aid, but are budgetary allocations.

It is anticipated that these proposed rule changes will be adopted by the State Board at its meeting in Des Moines on November 17-18.

The rules calendar on the Iowa Department of Education’s (DE’s) website includes links to the specific changes. The rules calendar is at [http://www.iowa.gov/educate/index.php?option=com\\_content&task=view&id=75&Itemid=1](http://www.iowa.gov/educate/index.php?option=com_content&task=view&id=75&Itemid=1).

#### **Annual Notices**

School districts are required to give all patrons several annual notices. A list (which may not be exhaustive, but represents the DE’s best efforts) of state and federal notices that all districts are required to give to the public every year appears at [http://www.iowa.gov/educate/index.php?option=com\\_content&view=article&id=1069:annual-notices&catid=411:legal-lessons&Itemid=2656](http://www.iowa.gov/educate/index.php?option=com_content&view=article&id=1069:annual-notices&catid=411:legal-lessons&Itemid=2656) The 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 families about testing; etc.).

#### **Common Registration Issues**

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

Districts may require some form of proof of birth dates to ensure that child is “school age” (age 5 on or by September 15 and under age 21). Nothing gives a district the right to require that the proof be a birth certificate. Therefore, reasonable alterna-

## Legal Lessons continued

tives should be accepted. These might include an adoption record or certified statement of physician.

### B. Kindergarten, first graders

1. Iowa Code § 282.3 unequivocally states that a child must be age 5 on or before September 15 to enter kindergarten and must be age 6 on or before September 15 to enter first grade.
2. There is an Iowa Attorney General's Opinion (#79-7-3) stating that neither the DE nor the local school district has discretion to disregard this law.
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.
4. The statute provides one exception to the requirement that a child be age 6: if the child moves in from another jurisdiction where the child completed kindergarten already, the child may be enrolled in first grade.

### C. Social Security Numbers (SSNs).

The DE does not require SSNs of students. Neither should schools and school districts other than on the free/reduced price lunch application.

### D. Legal Names.

Per rule 12.3(4), students must be registered using the child's legal name (not, for instance, stepfather's surname).

### E. Addresses

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. 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.

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. Fees

There is no such thing as a "registration fee," so avoid using that term. The chart of allowable fees is at [http://www.iowa.gov/educate/index.php?option=com\\_content&task=view&id=1438&Itemid=2434](http://www.iowa.gov/educate/index.php?option=com_content&task=view&id=1438&Itemid=2434).

### **Scholarship Rule Updated Guidance**

The guidance regarding the "scholarship rule" of 281—Iowa Administrative Code 36.15(2) has been updated and is available at [http://www.iowa.gov/educate/index.php?option=com\\_content&view=article&id=1157:athletic-eligibility&catid=411:legal-lessons&Itemid=2656](http://www.iowa.gov/educate/index.php?option=com_content&view=article&id=1157:athletic-eligibility&catid=411:legal-lessons&Itemid=2656).

The only new *substance* is the chart at the end of the document of first legal playing dates for all interscholastic sports for the 2010-2011 school year.

## DIRECTORY UPDATES

The Iowa Department of Education (DE) directory information is located on the department website at

[http://www.iowa.gov/educate/index.php?option=com\\_content&view=category&id=562&Itemid=1506](http://www.iowa.gov/educate/index.php?option=com_content&view=category&id=562&Itemid=1506).

The various directories contain up-to-date personnel listings and numerous other references to assist you in contacting the DE. Also, given the recent number of retirees at the DE, the directories are an accessible, updated source of contacts for your questions.

## Calendar

- August 13 • SBRC Hearing Request
- August 23 • SBRC Exhibits Due to the Iowa Department of Education
- August 31 • Graduate Verification Deadline
- September 1 • Open Enrollment- Last day to file timely open enrollment for kindergarten student
- September 15 • Date by which student must be school age for Certified Enrollment
- Certified Annual Report and SES Due

[Click here for a complete Iowa Department of Education Calendar](#)

*It is the policy of the Iowa Department of Education not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, gender, disability, religion, age, political party affiliation, or actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.). If you have questions or grievances related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, Des Moines, IA 50319-0146, telephone number 515/281-5295; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661, telephone number 312-730-1560, fax 312/730-1576, e-mail: [OCR.Chicago@ed.gov](mailto:OCR.Chicago@ed.gov)*



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Interplay between **Advanced Placement®** Courses and **Concurrent Enrollment** Courses

The Iowa Department of Education has been asked to review its earlier position that *no* concurrent enrollment course eligible for supplementary weighting can receive an AP® course designation.

As our starting point, the DE has looked to the College Board, the entity that administers the AP® program. The College Board does not prohibit use of the AP® designation for courses generating both secondary and postsecondary credit.

The DE next created the matrix below to determine when a concurrent enrollment course for which supplementary weighting is given may also receive an AP® course designation. The matrix intends to address only the most common issues raised. It is not intended to be an exhaustive discussion of the matter. Because it is not exhaustive, questions may arise. See contact information at end of this document.

**Our conclusion is that – while not common – it is possible under the Senior Year Plus legislation for a concurrent enrollment course eligible for supplementary weighting to also be designated as AP®. Thus, a school district may claim supplementary weighting for those students in a concurrent enrollment course that has been designated by the College Board as an AP® course for which the district can demonstrate that *all* requirements in the final column are met.**

	<b>Advanced Placement®</b>	<b>Concurrent Enrollment</b>	<b>Common Ground</b>
Instructor	Must be appropriately licensed by BoEE and meet the minimum certification requirements of the national organization that administers the AP® program. 261E.4(3)	Must be under contract with community college during the time course is taught; must meet the standards and requirements set forth which other full-time instructors teaching within the academic department are required to meet and which are approved by the appropriate	To meet both AP® and concurrent enrollment requirements, the course must be taught by an instructor who: <ul style="list-style-type: none"> <li>• is BoEE-licensed</li> <li>• meets the minimum certification requirements of the College Board</li> <li>• is approved by the community college as meeting the college’s requirements for adjunct instructors within the discipline and</li> <li>• is employed by or under contract with community college for the instruction of the course.</li> </ul>

		community college. 261E.3(2)(a)(1); 257.11(3)(b)(5)	
Where	District “shall” make AP® courses available through: - Direct instruction on-site - Collaboration with another Iowa district - Online Iowa AP® academy 261E.4(1)	May be at district or at community college, but must be available to all registered students of the community college. 257.11(3)(b)(3)	To meet both AP® and concurrent enrollment requirements, the course must be: <ul style="list-style-type: none"> <li>offered at on-site at the district</li> <li>listed in the community college course catalog and</li> <li>available to all registered students of the community college.</li> </ul>
Course Description and Quality	District must provide course descriptions in registration handbook. 261E.4(2)	Course must be taught utilizing community college course syllabus, may not be delivered over an entire school year, and must be taught in such a manner as to result in student work and student assessment which meet college-level expectations. The district must ensure that the course meets the expectations contained in the core curriculum. 261E.3(3)(g); 257.11(3)(b)(6, 7, 9)	To meet both AP® and concurrent enrollment requirements, the course must be: <ul style="list-style-type: none"> <li>described in the district’s registration handbook, including the appropriate AP® designation</li> <li>taught utilizing the community college course syllabus</li> <li>taught so as to result in student work and student assessment that meet college-level expectations</li> <li>taught so that expectations in the core curriculum are met and</li> <li>completed in a grading period that is less than an entire school year.</li> </ul> <p>For appropriate course designation, see the College Board’s AP® website:  <a href="http://www.collegeboard.com/html/apcourseaudit/faq.html">http://www.collegeboard.com/html/apcourseaudit/faq.html</a>.</p>

			Because the course must use the community college’s course syllabus, that is the syllabus to be submitted to the College Board for AP® designation and approval.
Prerequisites, Proficiency	District “shall” establish prerequisite coursework. 261E.4(4)	Students must be proficient in reading, math and science, either via ITEDS result or equivalent alternative assessment approved by school board of district. 261E.3(1)(e)	To meet both AP® and concurrent enrollment requirements, the district must show that each student for whom supplementary weighting is claimed: <ul style="list-style-type: none"> <li>meets the district’s prerequisites for taking the AP® course and</li> <li>is proficient in reading, math and science as described in section 261E.3(1)(e).</li> </ul>
Supplement vs. supplant	N/A	Course cannot supplant a course offered by the district and cannot be used by the district to meet chapter 12 accreditation “offer and teach” requirements. 261E.3(3)(g)	To meet both AP® and concurrent enrollment requirements, the course must: <ul style="list-style-type: none"> <li>supplement and not supplant a course provided by the district and</li> <li>be beyond the courses offered by the district to meet accreditation requirements.</li> </ul>
Credit	Must be for secondary credit, but there is no requirement that the course be offered exclusively for secondary credit. If a community college offers the course for concurrent enrollment, this is	Must be for both secondary and postsecondary credit. The postsecondary credit must apply toward an AA, AS, AAA, or AAS degree or completion of a college diploma program. 261E.8	To meet both AP® and concurrent enrollment requirements, the course must: <ul style="list-style-type: none"> <li>be accepted by the community college for credit toward an AA, AS, AAA, or AAS degree or completion of a college diploma program.</li> </ul> <p>If the community college offers credit, the district may obtain supplementary weighting for the students enrolled for concurrent</p>

	<p>permissible if the community college course is approved by the College Board (assuming other requirements discussed in this matrix are met). Whether any other postsecondary institution offers credit is solely in the discretion of the postsecondary institution.</p>		<p>credit. In the rare event that the community college does not offer credit for taking the course (this has nothing to do with the AP® exam), the district may not obtain supplementary weighting for the students to whom postsecondary credit is not offered.</p>
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