



School Leader Update

Iowa Department of Education

December 2005

Resources for Iowa School Leaders

NEWS FROM THE DE

Annual Condition of Education Report Available Online

The Department of Education released its Annual Condition of Education Report in November at the annual meeting of the Iowa Association of School Boards. The report is available online at <http://www.iowa.gov/educate/fis/pre/coer/index.html>.

High School Diplomas for Students Displaced by Hurricanes

The Louisiana Board of Elementary and Secondary Education has voted to allow junior and senior students who relocated to other states due to the hurricanes to receive Louisiana diplomas during the 2005-06 and 2006-2007 school years. See the attached memo and flyer for more information; it also is posted online at <http://www.iowa.gov/educate/ootd/priorities.html>.

Register for High School Summit

Registration is now open for the second annual High School Summit, scheduled for January 23-24, 2006 in Des Moines. Featured speakers include Dr. Willard Daggett and Larry Gloeckler from the International Center for Leadership in Education. The International Center has partnered with the Council of Chief State School Officers and the Bill and Melinda Gates Foundation to share successful models of high school reform across the country. Additional presenters will represent Iowa schools and colleges and regional/national efforts that have resulted in successful system change with positive student outcomes.

As with the first high school summit, it is recommended that high schools bring a team representing both administration and staff. Schools are strongly encouraged to include AEA representatives and community college representatives as part of planning teams.

Registration materials and summit details can be found at <http://www.sai-iowa.org/events.html> or www.aea13.org/HIGHSCHOOLPROJECT/.

SCHOOL IMPROVEMENT

Institute for Tomorrow's Workforce

The Institute for Tomorrow's Workforce materials can now be found on its website: www.tomorrowworkforce.org/. Interested parties can use this web site to access meeting agendas and minutes, documents, and other information regarding the workings of the Institute Board. The next scheduled meeting of the Institute is December 13 at the Farm Bureau Headquarters in West Des Moines. For additional information regarding the Institute, contact Dr. Bill Lepley or Ms. Jodie Butler via the website contacts page.

Iowa Learning Technology Commission

Interested parties can access information regarding the Iowa Learning Technology Commission at www.state.ia.us/educate/iltc/index.html or <http://homepage.mac.com/albodespanish/iltc/iltc.html>.

The deadline for the submission of grant applications for ILTC grants is December 15, 2005. Only school districts are eligible to apply for these grants. Potential grant applicants are encouraged to review a clarification on open bidding requirements related to ILTC grants at http://www.state.ia.us/educate/iltc/doc/iltc_bid_limit.html. For additional information, contact John O'Connell, 515/242-6354 or john.oconnell@iowa.gov or Jeff Berger, 515/281-3399 or jeff.berger@iowa.gov.

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Communicate the Importance and Benefits of Teacher Quality

School leaders frequently have the opportunity to communicate with families, community members, and other stakeholders about school district priorities. Recruiting a quality teaching work force and providing professional growth opportunities for every teacher is a critical function of every district in Iowa. Having quality teachers in the classroom and providing skill development for teachers is highly valued by the public as shown by survey data listed below. When planning communications to the public, keep in mind the importance of showcasing professional development efforts and actions underway to support teacher quality.

What the public wants from its teachers:

- 92% want teachers who are well trained and knowledgeable about how to teach effectively.
- 91% want teachers who are thoroughly educated in their subject area.
- 90% want teachers with the ability to establish good relationships with children and adolescents.
- 90% want teachers who understand how people learn.
- 86% want teachers with the ability to communicate with parents.
- 83% want teachers who demonstrate basic sensitivity to each child as an individual.
- 79% want teachers who have at least one semester's experience as a student teacher.
- 76% want teachers who show in-depth understanding of child and adolescent development.

Source: *The Essential Profession: A National Survey of Public Attitudes Toward Teaching Educational Opportunity and School Reform*, David Haselkorn and Louis Harris, 1998. *Recruiting New Teachers*, In. (RNT) 617-489-6000

What impacts student achievement?

Size of Increase in Student Achievement* for Every \$500 Spent:

- Increasing Teacher Education +.22
- Increasing Teacher Experience +.18
- Lowering Pupil Teacher Ratio +.04

*Achievement gains were calculated as standard deviation units on a range of achievement tests used in the 60 studies reviewed.

Source: Greenwald, R., L.V. Hedges, & R.D Laine (1996). *The Effect of School Resources on Student Achievement Review of Educational Research* 66(3), pp. 361-396.

What parents think of funding levels for programs to keep teachers up to date:

- 70% say it should increase
- 23% say it should stay the same
- 5% say it should decrease
- 1% don't Know

Source: Bennet, Petts & Blumenthal, conducted for the National Parent Teachers Association, 1998, N=800 parents of children in public schools

Strategies recommended by the public for improving student achievement:

- 52% say qualified, competent teacher in every classroom.
- 19% say free choice for parents among a number of private, church-related, and public schools.
- 17% say rigorous academic standards.
- 10% say elimination of social promotion.
- 2% gave no response.

Source: 32nd Annual Phi Delta Kappa / Gallup Poll (Sept. 2000)

Measures that effectively improve teacher quality:

How effective do you think each of the following proposals would be in terms of improving teacher quality?

| | % RESPONDING | |
|---|---------------------------------------|--|
| | VERY EFFECTIVE/ SOMEWHAT EFFECTIVE | NOT TOO EFFECTIVE/ NOT EFFECTIVE AT ALL |
| Increasing professional development opportunities for teachers | 97 | 2 |
| Require new teachers to spend much more time teaching in classrooms under the supervision of experienced teachers | 97 | 3 |
| Reduce class size | 94 | 7 |
| Require teachers at the secondary level to major in the subjects they are teaching | 94 | 4 |
| Increasing teacher salaries | 94 | 6 |

Superintendents/Principals n=511

Source: Public Agenda, 2000

Mark These Dates for Winter Institute

Tuesday, January 31 - West Des Moines

Thursday, February 2 - Carroll

Thursday, February 9 - Cedar Rapids

Thursday, February 16, West Des Moines

Registration information is available on the SAI website at www.sai-iowa.org/

The theme for this year's Winter Institute 2006 will be checking the health of a district's school improvement efforts. Learn about:

- How to take the vital signs of your CSIP
- Using assessment data including ITBS and ITED to identify adjustments needed in your plan
- How to prevent paper-work overload and improve teaching practices using the Individual Teacher Career Development Plans and Teacher Performance Reviews

The Iowa Acceleration Scale Training Day (via ICN)

The Iowa Department of Education and the Belin-Blank Center for Gifted Education are sponsoring training for the Iowa Acceleration Scale via ICN on Saturday, January 28, 2006, from 9:00 a.m. to 3:00 p.m. Two ICN locations are reserved within each AEA.

The purpose of the training is to provide information and skill enhancement to educators so they can be effective in their use of the *Iowa Acceleration Scale (IAS)* with other educators in their school district. Each participant will receive sufficient instruction so that he/she can act as the lead professional on an *IAS* staffing team. The instructors will be Nicholas Colangelo, Ph.D., Director and Co-developer of *IAS*, and Susan Assouline, Ph.D., Associate Director and Co-developer of *IAS*. Registration will be available online at www.education.uiowa.edu/belinblank. Registration is \$50 per participant, paid to the Belin-Blank Center. For registration information, phone 800/336-6463 or call Rosanne Malek, 515/281-3199, Rosanne.malek@iowa.gov

Licensure Requirements for Pre-kindergarten and Preschool Teachers

Iowa Code 272.7 provides as follows: "Validity of License ... A person employed as a practitioner shall hold a valid license with an endorsement for the type of service for which the person is employed." If your school district offers a preschool program or pre-kindergarten program and hires the teacher as district staff, that

person must hold one of the three early childhood endorsements (endorsement # 100, #103 or #106) on a current Iowa teaching license. The teacher who holds the K-6 elementary education endorsement is not authorized to teach four-year-olds; however, this teacher could teach in a transitional kindergarten program because all children attending are of kindergarten age. Teachers teaching out of their areas must apply for a Class B license. For additional information, contact the Board of Educational Examiners at 515/281-3245.

Extension of an Initial License

A new Extension of an Initial License form is available on the Board of Educational Examiners' website at www.state.ia.us/boee. If a public school teacher needs less than one year to complete the required two years of teaching, he/she may apply for an extension of the Initial License and pay only \$25. The same is true for a non-public schoolteacher who has taught fewer than three years and needs less than one more year of teaching experience to convert the Initial License to the Standard License.

The extension of an Initial License form should not be used if the teacher needs more than a year of teaching experience; that teacher should use the regular renewal application to apply for renewal of the Initial License. Also, the Extension of an Initial License form should not be used if the public school teacher has two years of teaching but has not met the Iowa teaching standards; that teacher should use the regular renewal application to apply for a third year conditional license. For additional information, contact Geri McMahon at 515/281-8323, geri.mcmahon@iowa.gov.

Substitute License vs. Substitute Authorization

A Substitute License is issued only to a person who has completed a teacher education program. The Substitute License is valid for five years, and the holder is authorized to substitute teach any subject, at any grade level, for not more than 90 days in any one assignment. The holder of a Substitute License is authorized only to substitute teach. If the holder accepts a contract, he/she must obtain an Initial, Standard or Master Educator License.

The Substitute Authorization is issued to a person who has not completed a teacher education program, but has completed an approved substitute authorization class, has successfully completed a state and federal background check, and has either a baccalaureate degree or a paraeducator certificate. The Substitute Authorization is valid for one year. A Substitute Authorization allows an individual who holds a bachelor's degree to substitute in a middle school, junior high school, or high school for no more than five consecutive days in one job assignment. An individual who does not hold a bachelor's degree but who holds a Paraeducator Certificate and completes the Substitute Authorization program is authorized to substitute only in the middle school, junior high school or high school special education classroom in which that specific paraeducator is employed. For additional information, contact Susan Fischer, 515/281-3605, susan.fischer@iowa.gov.

Ethics Presentation on BOEE Website

There are three links on the Iowa Board of Educational Examiners website that can be used for sharing information about ethics to promote professionalism among Iowa educators:

1. READ THIS FIRST-Instructions
2. *Code of Ethics* brochure (Microsoft Word)
3. *Ethics in Iowa* presentation (Microsoft PowerPoint)

General Information and instructions for each file:

- Instructions on Accessing and Using the *Ethics in Iowa* presentation (Microsoft word).
- The Iowa Board of Educational Examiners designed the Code of Ethics brochure that contains the standards and details for Chapter 25: Code of Professional Conduct and Ethics and Chapter 26: Code of Rights and Responsibilities.
- The *Ethics in Iowa* presentation, created by Heartland AEA in collaboration with the Iowa Board of Educational Examiners, describes the role of the Iowa Department of Education and Board of Educational Examiners, examines Chapters 25 & 26 and related case studies, and provides activities to heighten educator awareness of the code of professional conduct and ethics.

For additional information about ethics, contact the BOEE office at www.state.ia.us/boee or 515/281.5849.

Notifying Parents about their Child's Teachers' Qualifications

School districts may inform parents that they may review the licensure information of teachers by going to the Board of Educational Examiners' website: www.state.ia.us/boee. The school districts may provide to parents the following information on how to access the licensure information online.

Licensure Information Available On-line

General licensure information and forms are available at the Board of Educational Examiners (BOEE) website, www.state.ia.us/boee. To access information about a teacher's license or any practitioner who is currently employed in an Iowa school, please follow the steps listed below:

- Enter the BOEE's website: www.state.ia.us/boee.
- Click on Search for Information on a Teacher's or Administrator's License or Assignment.
- Review the note and then select Click Here to Continue.
- Enter your search criteria. You must enter three characters of the school district or district number, or school name, and at least one letter of the teacher's last name to perform a search.
- Click on Search to see the results.
- Click on practitioner's name to view license information.

All practitioners may view their own license, update their demographic information, order a duplicate license, or renew a Standard or Master Educator license by following the steps listed below:

- Enter the BOEE's website, www.state.ia.us/boee.
- Click on Search for Information on a Teacher's or Administrator's License or Assignment.
- Review the note and then select Click Here to Continue.
- Select Practitioner Logon in the upper left hand corner.
- Enter your SSN, DOE Folder Number, and Date of Birth.
- Click on "Logon."
- Practitioner's information will be displayed.

LEGAL LESSONS

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

Applications for Student Member of State Board of Education

Applications for the nonvoting student member to the State Board of Education were sent via email to all school districts a week ago. The application and all required supporting documents are also available on our website. Tara Richards, now a senior at Indianola High School, is the current student member of the Board.

This is a competitive process, and it is crucial that all requested information is completed and all instructions are followed accurately. **We want to avoid the following problems** that have occurred in the past, such as:

- Applications missing the signed approval from the district.
- Applications with no letter of reference from an instructor who taught the student.
- Applications without the summary of community or extracurricular activities.
- Applications postmarked after the February 1st deadline.
- District administrators who sign the approval document for more than the allowable number of students from their district. The limits are as follows:
 - If district enrollment for grades 10-12 is less than 400, only one student may apply.
 - If district enrollment for grades 10-12 is 400 – 1,199, two students may apply.
 - If district enrollment for grades 10-12 is 1,200 or more, three students may apply. **In districts with more than one high school, administrators should communicate with each other about this. The DE will not screen applicants for a district that submits more than the allowed number.**

Please emphasize to interested, eligible students the importance of following the instructions for completion of all required documents. If a district has more students interested in applying than the above limits, the district must determine who gets to submit their application(s) to this agency.

The term of the student member starts May 1, 2006, and is for one year. If the appointed student is a sophomore this year, s/he may serve a two-year term. All required documents are available on our website (under the State Board button) at <http://www.state.ia.us/educate/stateboard/nsm.html>.

TB Tests and Bus Drivers

In light of the fact that other school employees will not be required to undergo a test for tuberculosis as part of their pre-employment physical, that requirement is being recommended for deletion from the bus driver physical also. It is not required by federal or state transportation law, and is not recommended by either the federal or state public health authorities. As is true with ALL school employees, if there is an outbreak of TB in an area of the State, TB testing may then be required.

Court of Appeals Upholds Violation of Open Meetings Law

The Iowa Court of Appeals on November 9, 2005, upheld a finding that county supervisors violated Iowa Code Chapter 21, the Open Meetings Act. One supervisor settled out of court; the remaining two supervisors were ordered to pay attorneys fees to the media that sued them in the amount of \$22,645.93. (This judgment was entered against the two supervisors "jointly and severally," meaning that the plaintiffs could collect any part of the total amount from both supervisors or could choose to collect all of it from either one of the supervisors.)

The facts that got these elected official in trouble were as follows:

1. A special agenda for a meeting of the Board of Supervisors to discuss the county's budget was posted, after which a revised agenda was posted giving a new time (same date) for the meeting; 9:00 a.m. was the time in the special agenda; 2:00 p.m. was the time in the revised agenda.
2. The supervisors met at 9:00 a.m. and were advised by the county attorney that any meeting held before 2:00 p.m. would be a violation of Chapter 21.
3. The supervisors decided that as long as they didn't take any action until 2:00, they could discuss the budget. They proceeded to discuss the budget at length. No one showed up for the budget meeting until 2:00.

The Court of Appeals ruled that the revised agenda cancelled the special agenda, so any meeting before 2:00 p.m. was in violation of the Open Meetings Act. Discussion without action did not cure this violation.

There are three defenses that are available to an elected public official in such cases. None applied here, but the three are as follows:

- o That the member voted against the closed session.
- o That the member had a good faith belief that s/he was in compliance with the Open Meetings Act (not even close in this case where NO ONE showed up until the 2:00 meeting).
- o That the member reasonably relied upon a court decision or the formal opinion of the attorney general or the attorney for the governmental body.

Update on NCLB Litigation from Around the Nation

A federal court in Michigan on November 23 dismissed the lawsuit filed in that court against Education Secretary Margaret Spellings. The basis of the lawsuit was the claim that NCLB creates "unfunded mandates." The judge who dismissed the suit said Congress has the right to create unfunded mandates; it is "an officer or employee" of the federal government that has no right to do so. (The provision of the Act in question states, "Nothing in this chapter shall be construed to authorize *an officer or employee* of the Federal Government to ... mandate a State or any subdivision thereof to spend any funds or incur any costs not paid for under this chapter.") The Pontiac (Michigan) School District has said it will appeal to the U.S. Sixth Circuit Court of Appeals.

Meanwhile, still pending in Connecticut is a lawsuit filed against Secretary Spellings by the State of Connecticut, which seeks to force the federal government to fully fund NCLB and accuses the U.S. Department of Education of acting in an "arbitrary and capricious manner" in denying State requests for flexibility in meeting NCLB mandates. (Connecticut had sought a waiver to test children every other year, but this request was denied.)

State Board Starts Changes to Athletic Eligibility Rule

The State Board of Education unanimously voted to give notice of its intent to adopt changes to several athletic rules, including the scholarship rule. The key changes in the scholarship rule, 36.15(2), are as follows:

| | CURRENT | PROPOSED |
|-----------------------------------|--|--|
| Basic Requirement | Pass 4 courses to remain eligible. | Pass all courses to remain eligible and be making adequate progress toward graduation requirements as set by local policy. |
| Minimum Courseload | Take at least 4 subjects at all times | No change. |
| Period of Ineligibility | <p>If a student doesn't pass 4 at end of previous semester, student is ineligible for entire next semester.</p> <p>If a student is eligible per previous semester but doesn't pass 4 at any point during current semester, student is ineligible until school re-checks grades and determines that student is now passing 4. (Is locally determined and can be as brief as 1 or 2 weeks.)</p> <p>Locally determined whether ineligibility includes dressing for contests/competitions.</p> | <p>If a student doesn't pass all at any time, the student is ineligible for next 20 consecutive school days (4 weeks).</p> <p>Ineligibility includes dressing for contests/competitions.</p> |
| Frequency of grade checks | A school determines how often it checks grades. | Schools are directed to check grades no less than every 4 weeks. |
| CSIP requirements | No requirement to report interventions on CSIP. | Requirement that member schools report interventions on CSIP. |
| Students with Disabilities | "Special education students" are judge based on the progress they make toward their IEP goals | A "student with a disability" and an IEP is judge based on progress made toward IEP goals. (Not a substantive change; verbiage is changed to align with IDEA.) |
| Make-up work | Students allowed to use summer school or other means to make up failing grades to regain eligibility. | Ability to use summer school or other means to make up failing grades for eligibility purposes stricken. |

After December 7, 2005, the exact language of all proposed changes in chapter 36 may be found at <http://www.legis.state.ia.us/Rules/Current/Bulletin/>. The Legislature's reference number is ARC 4731A.

Two public hearings will be held, the purpose of which is to allow the public to comment in favor of or opposed to the rules. The public hearings are not a debate; DE staff will merely record the number of comments made and whether the speaker was in favor of or opposed to the rule. A person does not have to attend one of the public hearings to register his or her opinion. Delivering a written comment will count. Written comments may be mailed to Carol Greta at Grimes State Office Building, 2nd Floor, Des Moines, IA, 50319-0146 or emailed to: carol.greta@iowa.gov. Those wishing to attend a public hearing may choose either January 11 or January 26, from 1:00 – 3:00 p.m. The sites for the public hearings are:

Keystone AEA 1
1400 2nd Street NW
Elkader, IA

North Iowa Area Community College
Charles City Ctr., Rm. 106
200 Harwood Drive
Charles City, IA

Iowa Lakes Community College
300 South 18th Street
Room 22, Library Bldg.
Estherville, IA

Iowa Lakes Community College
1900 North Grand Avenue
Fiber Optic Rm. 118
Spencer Attendance Ctr.
Spencer, IA

Ellsworth Community College
1100 College Avenue
Reg Johnson Hall 105
Iowa Falls, IA

Hawkeye Community College
1501 E. Orange Road
Tama Hall, Rm. 110
Waterloo, IA

Clinton Community College
1000 Lincoln Blvd., Rm. 105
Clinton, IA

Scott Community College
500 Belmont Road, Rm. 210
Bettendorf, IA

NE Iowa Community College
10250 Sundown Road
Conference Ctr., Rm. 2
Peosta, IA

Kirkwood Comm. College
6301 Kirkwood Blvd WW
Linn Hall, Rm. 203B
Cedar Rapids, IA

Prairie Lakes AEA 8
330 Avenue M, Lib. 204
Fort Dodge, IA

Southern Prairie AEA 15
2814 N. Court Street
Ottumwa, IA

Iowa City Comm. School Dist.
509 S. Dubuque Street
Iowa City, IA

Northwest IA Comm. College
603 West Park St., Rm. 410
Bldg. D, Rm. 410
Sheldon, IA

Iowa Lakes Community College
2111 Highway 169 North
Room 13, Attendance Center
Algona, IA

Iowa Lakes Community College
3200 College Drive
Room 818, Smith Wellness Ctr.
Emmetsburg, IA

Iowa Valley Community College
3702 South Center Street
Continuing Ed. Ctr., Room 806
Marshalltown, IA

Iowa State University
Lagomarcino Hall, Rm. N147
Ames, IA

Muscatine Community College
Larson Hall, Rm. 60
152 Colorado St.
Muscatine, IA

Southwestern Community College
2300 N 4th Street
Red Oak Center, Rm. 116
Red Oak, IA

North Iowa Area Comm. College
500 College Drive
Careers Bldg., Rm. 128
Mason City, IA

Luther College
700 College Drive
Preus Bldg., Room 100
Decorah, IA

Green Valley AEA 14
1405 N. Lincoln, Turner Rm.
Creston, IA

Iowa Western Comm. College
2700 College Rd., Looft Hall
Council Bluffs, IA

Indian Hills Comm. College
North First Street
Room CV15B
Centerville, IA

Iowa Lakes Comm. College
2008 Hill Avenue
Spirit Lake, IA

Southeastern Community
College, AG Rm. 331
1500 W. Agency
West Burlington, IA

Buena Vista University
Information Tech. Ctr.
610 West 4th St., Rm. 7B
Storm Lake, IA

Area Education Agency 267
3712 Cedar Heights Dr.
Cedar Falls, IA

There will also be two hearings in front of the Legislature's Administrative Rules Review Committee. The first hearing is scheduled for the first week in January, but the exact time and date won't be determined until mid-December. (We have no control over the Committee's schedule, but we'll publish the time and date in the January School Leader Update.) The agenda also may be accessed at www.legis.state.ia.us/Rules/Current/Bulletin/. After December 7, the latest Bulletin at this web site will have the hearing information (use the Legislature's reference number, ARC 4731A). These meetings are open to the public.

DE staff has worked with the executive directors of all four state high school activity associations (music, speech, girls and boys athletics), as well as the Superintendents Advisory Council to draft the rule.

CALENDAR

Deadlines and Dates to Remember

| | |
|----------------------|---|
| December 15 | Deadline for ITC pilot grant application |
| January 23-24, 2006 | Statewide High School Summit , Des Moines |
| February 15-16, 2006 | Iowa Culture and Language Conference , Des Moines |
| February 21, 2006 | Governor's Conference on LGBT Youth , Des Moines. |

The K-12 Critical Due Dates Calendar is at <http://www.iowa.gov/educate/calendars/critical.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 Kathi Slaughter, 515/281-5651, kathi.slaughter@iowa.gov.