



# School Leader Update

Iowa Department of Education

July 2008

Resources for Iowa School Leaders

## DIRECTOR'S MESSAGE

### 2008 Disaster Recovery and Relief Efforts

The message on the sign board at Taylor Elementary School in Cedar Rapids says so much about how Iowans' are responding to the recent flooding and tornados in Iowa: "Hands will rebuild our houses, hearts will rebuild our neighborhoods." It is also true with our schools, area education agencies (AEAs), community colleges, and universities.

As an education community, so many local leaders across the state have come together to help one another to begin recovering and rebuilding where possible so the students of Iowa can continue their education.

This is happening at many levels. I have seen Department personnel, association leaders, representatives from other government agencies, and so many others come together to find solutions and to solve problems so local schools and agencies can continue to serve Iowa's communities and students.

As of this report, the Iowa Department of Education is just beginning to collect information on the total amount of damage the recent flooding and tornados have caused to our schools, AEAs, community colleges, and other education-related agencies and programs. Initial responses from districts have indicated a range of damage costs from \$1,500 to several millions of dollars. We know it will take time for the full picture to emerge.

However, the Iowa Department of Education is trying to gather damage estimates in order to provide assistance. I would like you to fill out our online survey (<http://www.edinfo.state.ia.us>) asking for information about recent natural disaster damages. The information will be gathered, reviewed, and forwarded to the Governor's office and our Congressional delegation for use in disaster relief decision-making. While I know so many of you are very busy, I do ask you to provide any possible estimates, which may eventually directly benefit your recovery efforts.

I want you to know that the hearts of the Iowa Department of Education staff are with you as our hands work to provide you with needed information and resources. Together, as a statewide community, we can recover, rebuild, and rebound for Iowa's students.

Judy Jeffrey

### Disaster Assistance

In order to provide needed disaster recovery assistance, the Iowa Department of Education is asking school districts, area education agencies, and community colleges to fill out the online **Disaster Damage Questionnaire**, located at <http://www.edinfo.state.ia.us>.

Responses gathered by **July 2** will be included in an initial report to the Governor and Iowa's congressional delegation for use in disaster relief decision-making. The final deadline for input is July 16. A follow-up report will be filed including all data submitted by the July 16 deadline.

By completing this questionnaire, you will be directly benefiting your recovery efforts.

For more information, please contact Jim Addy at (515) 281-5293 or [jim.addy@iowa.gov](mailto:jim.addy@iowa.gov).

### New Sections to the School Leader Update

To provide school leaders with needed information about disaster recovery assistance, the Iowa Department of Education is adding a section to the *School Leader Update* specifically addressing related issues.

In addition, we are adding an Iowa Core Curriculum section to provide you with regular updates on this statewide initiative.

### **Iowa Department of Education Establishes Disaster Recovery Team**

Due to recent severe weather and flood conditions in Iowa, the Iowa Department of Education is providing disaster recovery information to Iowa's school districts, area education agencies, community colleges, and others to help continue to meet the educational needs of Iowa students.

The Department has a Disaster Recovery Team ready to answer questions and connect school districts, area education agencies, community colleges, USDA Summer Food Service Program sponsors, and Child and Adult Care Food Program sponsors with information and resources. Team members are:

#### *School Budget Review Committee*

Su McCurdy, [su.mccurdy@iowa.gov](mailto:su.mccurdy@iowa.gov), 515-281-4738

Jim Addy, [jim.addy@iowa.gov](mailto:jim.addy@iowa.gov), 515-281-5293

#### *General Finance*

Janice Evans, [janice.evans@iowa.gov](mailto:janice.evans@iowa.gov), 515-281-4740 (K12, AEA)

Kent Farver, [kent.farver@iowa.gov](mailto:kent.farver@iowa.gov), 515-281-3550 (Community Colleges)

#### *Buildings/Infrastructure*

Gary Schwartz, [gary.schwartz@iowa.gov](mailto:gary.schwartz@iowa.gov), 515-281-4743

#### *School Nutrition Programs*

Patti Harding, [patti.harding@iowa.gov](mailto:patti.harding@iowa.gov), 515-281-4754

#### *USDA Commodity Foods*

Dean Flaws, [dean.flaws@iowa.gov](mailto:dean.flaws@iowa.gov), 515-281-4032

#### *USDA Summer Food Service Program/Child and Adult Care Food Program*

Rod Bakken, [rod.bakken@iowa.gov](mailto:rod.bakken@iowa.gov), 515-281-4760

#### *Iowa Code/Legal*

Carol Greta, [carol.greta@iowa.gov](mailto:carol.greta@iowa.gov), 515-281-8661

#### *Transportation/Busing*

Verlan Vos, [verlan.vos@iowa.gov](mailto:verlan.vos@iowa.gov), 515-281-3382

Please know that team members may be added to respond to needs. For updates, please go to the Department's website at [www.iowa.gov/educate](http://www.iowa.gov/educate). Go to the "Latest News" box on the right-hand side of the page and click on "2008 Disaster Recovery."

### **Iowa Department of Education Posts Disaster Recovery and Relief Webpage**

The Iowa Department of Education has established a webpage that provides links to resources, guidance, and other recovery assistance efforts by education partners across the state. The webpage may be accessed by going the Department's homepage at [www.iowa.gov/educate](http://www.iowa.gov/educate). Go to the "Latest News" box on the right-hand side of the page and click on "2008 Disaster Recovery."

The webpage also includes Frequently Asked Questions regarding disaster recovery information and resources.

### **2008 Disaster Recovery Guidance: Athletic Eligibility**

Agreement has been reached among the Iowa Department of Education, the Iowa High School Athletic Association, and the Iowa Girls High School Athletic Union to accommodate secondary students whose families are displaced by our state's recent natural disasters.

Ordinarily, the transfer rule requires high school students who transfer from one school to another without a contemporaneous parental move to sit out 90 consecutive school days from varsity level competition in interscholastic sports. Due to the Katrina-like circumstances in Iowa this spring, displaced students will be held harmless (that is, have no period of ineligibility) under all of the following scenarios:

1. The student attends school in the district of temporary residence. Upon the family's return to the original resident district, the student will also be immediately eligible.
2. The student continues attendance at his/her original school.
3. The student open enrolls from the district of temporary residence to a third school. If the open enrollment is ended when the family returns to the original resident district, the student will also be immediately eligible back at the student's original school.
4. The student attends a nonpublic school. Upon the family's return to the original resident district, the student will also be immediately eligible.

A displaced student is one who, with his/her family, temporarily resides in another school district because of damage to the family home caused by tornado, flood, or similar disaster.

*This special interpretation of the transfer rule sunsets after the 2009-2010 school year.*

All member and associate member schools are asked to provide information about any 9<sup>th</sup>–12<sup>th</sup> grade students whose families have been displaced by one or more of the natural disasters during the spring of 2008. Information can be found in the “Guidance Regarding Athletic Eligibility of Displaced Students,” which is attached to this issue of the *School Leader Update* and is available online at <http://www.iowa.gov/educate/content/view/1453/1621/#Resources>.

## NEWS FROM THE DE

### State Board of Education to Hold Meeting July 31-August 1

The State Board of Education will hold its next meeting July 31–August 1 at the Western Iowa Tech Community College and the Sioux City Convention Center, Sioux City, Iowa. The agenda will be posted on the Iowa Department of Education [website](#).

### Lead Inspection Firms Not Needed

The Iowa Department of Public Health and the Iowa Department of Education were recently informed that some school districts in Iowa have been contacted by one or more firms offering lead inspection services to comply with state and federal laws and Department of Health regulations. There are currently no federal or state requirements that any part of a school be inspected for the presence of lead-based paint.

Senate File 2425 of 2008 included a provision that will require the Department of Education and other state agencies to adopt rules requiring the visual inspection for lead paint of any attendance centers housing early childhood facilities. These rules have not yet been developed and this requirement is not yet in place. This new requirement is not going to mandate an outside entity to complete these inspections, nor will it require the district to pay or contract with any entity for compliance. Please be aware that solicitations from companies on this topic can be disregarded. For additional information, contact Jeff Berger at 515-281-3399 or [jeff.berger@iowa.gov](mailto:jeff.berger@iowa.gov).

## IOWA CORE CURRICULUM UPDATE

### Frequently Asked Questions about the Iowa Core Curriculum

In order to keep school districts informed about the Iowa Core Curriculum, the Iowa Department of Education is providing information in the *School Leader Update*. School leaders may also post questions to our online [Help Desk](#) online at [www.iowa.gov/educate/support/index.php](http://www.iowa.gov/educate/support/index.php). Please place “Iowa Core Curriculum” in your question and it will be forwarded directly to the Department’s Iowa Core Curriculum teams.

*Q. What is the Iowa Core Curriculum Network and who makes up the membership of the Iowa Core Curriculum Network? How will this Network support local schools to fully implement the Iowa Core Curriculum?*

A network made up of area education agency (AEA) consultants and representatives of the Urban Eight Network is being organized to deliver the training and facilitation needed by schools to conduct the following actions critical to the successful implementation of the Iowa Core Curriculum:

- Aligning the district’s standards, benchmarks, and curriculum to the Core Curriculum
- Supporting improvements in instruction in the core content areas;
- Providing leadership and support for the successful implementation of the Core Curriculum in all schools;
- Identifying consistent practices and processes to ensure the successful implementation of the Core Curriculum;
- Providing the structures and tools to enable schools to put the Core Curriculum in place; and
- Disseminating information, technical assistance, and tools

*Q. What assessments will be developed to align to the Iowa Core Curriculum? Will schools be required to use these assessments with students?*

Iowa Testing Program is in the process of developing end-of-course assessments that align to the essential concepts and skill sets of the Iowa Core Curriculum. Some of these are currently available in mathematics and science. End-of-course tests are optional and districts may choose to use them, as appropriate. Additionally,

professional development is being developed to increase teachers' capacity to use formative assessment related to the Core Curriculum.

*Q. What should the average teacher know about the Iowa Core Curriculum?*

At this point, teachers should review the essential concepts and skill sets of the Core Curriculum. This document can be found at <http://www.iowa.gov/educate/content/view/674/1023/>. This review will help teachers begin thinking about aligning what they teach to the Core Curriculum. Teachers can start with some preliminary informal reflection about what they teach and how it fits with the Core Curriculum now to prepare for more detailed and specific examination of the district's curriculum and instructional practices that will begin later. During the 2008-2009 school year the Core Curriculum work will emphasize leadership and engaging school staff in a process to develop the district's Core Curriculum Implementation Plan. More detailed time lines will be available in August.

*Q. What resources have been appropriated to local school districts?*

The 2008 Iowa General Assembly passed legislation that appropriated funding to support professional development related to the implementation of the Iowa Core Curriculum. House File 2679 allocated \$28.5 million for use by school districts for professional development with up to \$8.5 million to be used specifically for professional development related to the infusion and implementation of the Core Curriculum.

## DATA AND REPORTING

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### Annual Progress Report

The deadline for submitting the Annual Progress Report (APR) is September 15, 2008. The Iowa Department of Education's secure website will be available on or about July 1, 2008 for updating all APR's for both public districts and nonpublic schools. All submissions must be electronic. No paper copies will be accepted.

If you have any questions or concerns, contact Holly Barnes at 515-242-6173 or [holly.barnes@iowa.gov](mailto:holly.barnes@iowa.gov)

## SCHOOL IMPROVEMENT

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### School Nurse and Guidance Counselor Waiver Forms

Iowa Code 256.11A (b) (c) allows for an extension of the school nurse and guidance counselor waiver for the 2008-2009 school year. For your convenience both waiver forms are attached. Please note the deadline of August 1, 2008.

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

## EARLY CHILDHOOD PRESCHOOL PROGRAMS

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### Technical Assistance Opportunities for Statewide Voluntary Preschool for Four-year-olds Programs

A chart outlining the Iowa Department of Education's technical assistance opportunities for new Statewide Voluntary Preschool for Four-year-olds program awardees is posted on the Iowa Department of Education (DE) website at <http://www.iowa.gov/educate/content/view/940/1016/>.

Technical assistance is being offered for the September Grant Enrollment Count, Quality Preschool Program Standards, Curriculum, and Portfolio Development. The DE and AEA Early Childhood staff members are collaborating to provide follow-up training and support for these topics at the local level.

Please contact Lorri Cooper at 515-281-3033 or [lorri.cooper@iowa.gov](mailto:lorri.cooper@iowa.gov) with questions.

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

### **Determining Eligibility for Fee Waivers**

Registration time is fast approaching. Many issues regarding fees and fee waivers are covered in the FAQ on the Iowa Department of Education (DE) website, [http://www.iowa.gov/educate/component/option,com\\_kb/page,articles/articleid,1000/](http://www.iowa.gov/educate/component/option,com_kb/page,articles/articleid,1000/). Many districts use the free/reduced price (F/R) lunch application to cover eligibility for all school fees. This is fine, but a district must also have an alternative means permitting families to apply for fee waivers other than via F/R meal applications. For instance, chapter 18 of the DE administrative rules provides for the following alternatives:

- a. Participation in FIP (Family Investment Program)
- b. Eligible for transportation assistance
- c. The student is a foster child (this is an absolute entitlement to waiver of all fees)

Also, if a student qualifies for reduced price lunch, the fee is to be partially waived proportionate to the percentage of the waiver for full lunch price

### **New Rules on Restraint; Physical Confinement or Detention**

Amendments to chapter 103 (Corporal Punishment Ban; Restraint; Physical Confinement or Detention) are presently on notice for adoption, and may be found electronically at <http://www.legis.state.ia.us/Rules/Current/Bulletin/IAB080618.htm>.

Chapter 103 has not been amended since 1991. In recent years there has been much research regarding seclusion ("time out" rooms) and restraint of students. The amendments provide more detail regarding allowable parameters when a student is physically confined or detained.

The public hearing on these amendments will be July 8, from 1 to 3 p.m., originating in the ICN Room in the Grimes State Office Building. A correct list of remote sites is at <http://www.iowa.gov/educate/content/view/75/894/> (click on button under chapter 103). Note that the Administrative Rules Bulletin (the first link above) shows GWAEA as a site; this has been replaced by Springville High School.

### **No Smoking Signs**

The Smoke-Free Iowa law requires school districts, area education agencies, and community colleges to post signs that their facilities, grounds, and vehicles are smoke-free. A number of issues have arisen regarding signage and in some cases, it would be wisest to wait until all the issues have settled before making new purchases. See below for details.

- Tobacco Free Signage: These signs do not meet the technical requirements of the new law, but the Iowa Department of Public Health (IDPH) is working to see if schools with these signs can get a waiver from the new requirement so the schools don't need to change signs.
- Signage on School Buses: The Iowa Department of Education (DE) and Iowa Association of School Boards (IASB) are trying to determine whether buses are exempt from the new requirements. Until that issue is settled, print the free signs from the IDPH website (<http://www.iowasmokefreeair.gov/>) and just tape them in the rear window of the bus so that the sign is visible from the exterior.
- The American Lung Association of Iowa has free window clings available for order at its web site: <http://www.lungia.org/tobacco/sfsign.cfm>.
- Prison Industries signs: Prison Industries is selling signs that do comply with the new law. While the law states the information that must be on the signs it does not state what type of sign must be posted. Schools may either purchase from Prison Industries (go to [http://www.iaprisonind.com/html/prodserv/signs/signs\\_nosmoking.asp](http://www.iaprisonind.com/html/prodserv/signs/signs_nosmoking.asp)) or go to <http://www.iowasmokefreeair.gov/> and download the signs there and laminate them for posting around the facilities.

### **Additional Guidance regarding Bullying and Harassment — Punishing the Perpetrator**

The anti-bullying/anti-harassment law is in Iowa Code section 280.28. That law was enacted primarily to protect students who are the targets of bullying behavior. How a school specifically disciplines students accused of perpetrating bullying or harassment is not addressed in section 280.28. Nor is a school prohibited from punishing a student whose conduct was not within the definition of bullying or harassment, but whose conduct otherwise violates school policy.



Schools must determine whether incidents meet the definition of harassment and bullying (below). Such determination is relevant to whether the incident is to be reported by the school on its Spring Basic Educational Data Survey (BEDS) document, not as to whether the perpetrator should be punished for misconduct.

Per section 280.28, “‘Harassment’ and ‘bullying’ shall be construed to mean any electronic, written, verbal, or physical act or conduct toward a student which is based on any actual or perceived trait or characteristic of the student and which creates an objectively hostile school environment that meets one or more of the following conditions:

- (1) Places the student in reasonable fear of harm to the student's person or property.
- (2) Has a substantially detrimental effect on the student's physical or mental health.
- (3) Has the effect of substantially interfering with a student's academic performance.
- (4) Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.”

### **ALL District Vehicles with School License Plates Must have Identification**

The Iowa State Patrol has alerted the Iowa Department of Education (DE) that not all school districts are in compliance with the law that requires all publicly owned motor vehicles to bear at least two labels in a conspicuous place, one on each side of the vehicle covering at least one square foot (144 square inches) of surface. There is NO exception for school districts such as exists for unmarked law enforcement vehicles. Any district vehicle with non-regular plates must have the two signs. Violations are serious misdemeanors, subject to a fine of at least \$315 and not to exceed \$1,875 (exclusive of surcharge and court costs). In addition, the court may also order imprisonment not to exceed one year.

### **PERL (Public Education and Recreation Levy) Guidance**

Districts are reminded that the Iowa Department of Education (DE) has guidance in the Uniform Procedures Manual for local education agencies (LEAs) regarding lawful uses of these funds available electronically at: <http://www.iowa.gov/educate/content/view/129/358/>. Click on chapter 9 and scroll about halfway down to PERL.

Note the guidance that types of expenditures “include those necessary to establish and maintain public recreation places and playgrounds and necessary accommodations, to provide public educational and recreational activities authorized under [Iowa Code] chapter 300, and to provide community education authorized under [Iowa Code] chapter 276.”

Notably absent from the types of allowable expenditures under PERL are before- and after-school programs and preschool, programs for which fees may be charged. The guidance explains as follows:

It is the purpose of chapter 276 to provide educational, recreational, cultural, and other community services and programs through the establishment of the concept of community education with the community school serving as the center for such activity. ... **A related purpose of chapter 276 is to develop a sense of community in which the citizenry cooperates with the school and community agencies and groups to resolve their school and community concerns and to recognize that the schools belong to the people, and that as the entity located in every neighborhood, the schools are available for use by the community day and night, year-round or any time when the programming will not interfere with the elementary and secondary program.**

## **STUDENT HEALTH AND NUTRITION**

### **What Schools Need to Know about Health Screenings**

Health screenings are regulated not by the Iowa Department of Education (DE), but by the Iowa Department of Public Health (IDPH). Specific questions should be directed to IDPH, whose web site is <http://www.idph.state.ia.us/>.

**Dental screening.** The dental screening rules require schools to receive both proofs of screening and exemptions. While these screenings (or exemptions) are required of “all persons enrolled or attempting to enroll in a public or accredited nonpublic elementary school or high school in Iowa,” there no longer is a requirement — as there is for immunizations — that a child be prohibited from enrolling in school. IDPH auditors will obtain information from schools much as they do for immunizations, and if a child has neither the screening nor the exemption on file, IDPH will deal with the matter. This screening is not required of CPI (home schooled) students.

The proof of screening will be a form provided by IDPH, and must be signed by a provider. For elementary students, the provider signature must be from a physician, nurse, physician assistant, dental hygienist, or dentist. For high school students, the provider signature must be from a dentist or dental hygienist.

The exemption, also on a form from IDPH, is available for either religious reasons or financial hardship. If a parent or guardian claims that the dental screening conflicts with a “genuine and sincere religious belief,” the parent/guardian must sign the exemption in the presence of a notary. If claiming a financial hardship (i.e., that the

family is unduly burdened by the cost of a dental screening, the exemption must be signed by a provider. For elementary students, the provider signature must be from a physician, nurse, physician assistant, dental hygienist, or dentist. For high school students, the provider signature must be from a dentist or dental hygienist.

**Lead screening.** The lead screening rules just require schools to collect exemptions, and not proof of the screening. Also, DPH will ask schools for their list of kindergarten students. DPH will use these lists to cross-check against its list of students that have had the lead screen. This screening is required of CPI (home schooled) students.

## CALENDAR

### Deadlines and Dates to Remember

July 2	Initial " <a href="#">Disaster Damage Questionnaire</a> " deadline (See Director's Message above)
July 16	Final " <a href="#">Disaster Damage Questionnaire</a> " deadline (See Director's Message above)
July 31-August 1	State Board of Education to hold meeting
August 1	Deadline to submit School Nurse or School Counselor Waiver forms

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](mailto: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](mailto:OCR.Chicago@ed.gov).*

## **Guidance Regarding Athletic Eligibility of Displaced Students**

Agreement has been reached among the Department of Education, the Iowa High School Athletic Association, and the Iowa Girls High School Athletic Union to accommodate secondary students whose families are displaced by our recent natural disasters. Ordinarily, the transfer rule requires high school students who transfer from one school to another without a contemporaneous parental move to sit out 90 consecutive school days from varsity level competition in interscholastic sports.

Due to the Katrina-like circumstances in Iowa this spring, displaced students\* will be held harmless (that is, have no period of ineligibility) under all of the following scenarios:

1. The student attends school in the district of temporary residence. Upon the family's return to the original resident district, the student will also be immediately eligible.
2. The student continues attendance at his/her original school.
3. The student open enrolls from the district of temporary residence to a third school. If the open enrollment is ended when the family returns to the original resident district, the student will also be immediately eligible back at the student's original school.
4. The student attends a nonpublic school. Upon the family's return to the original resident district, the student will also be immediately eligible.

**This special interpretation of the transfer rule sunsets after the 2009-2010 school year.**

In all cases, schools must provide a list of displaced students to the IHSAA and IGHSU on a form that will be available on the web sites of both organizations. If questions arise about eligibility, call the appropriate organization, IHSAA at 515/432-2011 or IGHSU at 515/288-9741.

\* A displaced student is one who, with his/her family, temporarily resides in another school district because of damage to the family home caused by tornado, flood, or similar disaster.



## Notification of Displaced Students to IGHSAU and IHSAA

All member and associate member schools are asked to provide information about any 9<sup>th</sup> – 12<sup>th</sup> grade students whose families have been displaced by one or more of the natural disasters to have afflicted Iowa in the spring of 2008.

List all known students who desire to participate in interscholastic athletic contests and competitions (when in doubt as to whether a student will participate in sports, err on the side of including that student's information). To ensure that no student is inadvertently omitted, list all displaced students who were in your school during 2007-08 and are attending elsewhere during 2008-09, as well as those who are temporarily living elsewhere but plan to continue at your school. *List any student about whom a question might arise.*

Please complete as many forms as you need, and fax to **both** the Iowa Girls High School Athletic Union at 515/284-1969 and the Iowa High School Athletic Association at 515/432-2961. [The IGHSAU and IHSAA reserve the right to make further inquiry about any of the listed students.]

Student's Name	School Attended 2007-08	School to be Attended Start of 2008-09	Grade Level 2008-09	Additional Necessary Information
<i>Example 1: Mary Smith</i>	<i>Excelsior High School</i>	<i>Acme High School</i>	<i>10<sup>th</sup></i>	<i>Family lives temporarily in Acme District, but plans to rebuild and move back to Excelsior.</i>
<i>Example 2: John Jones</i>	<i>Excelsior High School</i>	<i>Excelsior High School</i>	<i>10<sup>th</sup></i>	<i>Family lives temporarily in Acme District, but wants John to continue at Excelsior with no interruption to his education.</i>

\_\_\_\_\_  
*Signature of High School Principal*

\_\_\_\_\_  
*School Name*

\_\_\_\_\_  
*Date*

(Use as many additional sheets as needed.)

[illegible]

**School Nurse Waiver Request  
for the 2008-2009 School Year  
Request for Approval Due by August 1, 2008**

Send the completed form below to:

Del Hoover, Deputy Division Administrator  
Division of PK-12 Education  
Iowa Department of Education  
Grimes State Office Building  
Des Moines, IA 50319

<b>School District Name</b>	<b>AEA</b>
<b>School District Contact Person</b>	<b>Phone</b>
<b>School Nurse Waiver Request – Check the blank below if your district is requesting a waiver for the School Nurse requirement and indicate the actions that will be taken by checking the appropriate blanks under “Actions.”</b>	
<p>Please do not request a School Nurse Waiver if your district currently employs an individual who holds an endorsement or a statement of professional recognition for school nurses issued by the Board of Educational Examiners under Chapter 272.</p> <p>_____ <b>Our district requests a school nurse waiver for the 2008-2009 school year.</b></p> <p>Actions (Check all that apply – <u>at least one action must be taken</u>)</p> <p>_____ The district will make an effort to employ an individual who holds an endorsement or a statement of professional recognition for school nurses issued by the Board of Educational Examiners under Chapter 272 by 2009-2010 or sooner.</p> <p>_____ The district will pursue sharing a school nurse with another district through a 28E agreement by 2009-2010 or sooner.</p> <p>_____ Other actions - Specify in 2 to 3 direct sentences (please, no attachments).</p>	
<b>By submitting this School Nurse Waiver Request, your district makes the following assurance:</b>	
_____ The District's Board of Education will approve this waiver request by August 31, 2008.	
<b>Required Signatures</b>	
_____ Superintendent	_____ Date
_____ Board President	_____ Date

The Iowa Department of Education will complete the section below.

Yes	No	Required Components for School Nurse Waiver Request
		a) Request for school nurse waiver include signatures of both superintendent and board president.
		b) Assurance has been checked.
		c) Actions being taken by the district to meet the requirements for which it is requesting a waiver are included.
Yes	No	Results of Request for School Nurse Waiver Request
		Pursuant to the provisions of Section 5, S.F. 277, [new Iowa Code section 256.11A(1)(c) and (2)], the Department grants your school district's request for a School Nurse Waiver for the 2008-2009 regularly established school year.
Approved by:		Date

**Guidance Counselor/Counseling Program Waiver Request  
for the 2008-2009 School Year  
Request for Approval Due by August 1, 2008**

Send the completed form below to:

Del Hoover, Deputy Division Administrator  
Division of PK-12 Education  
Iowa Department of Education  
Grimes State Office Building  
Des Moines, IA 50319

<b>School District Name</b>	<b>AEA</b>
<b>School District Contact Person</b>	<b>Phone</b>
<b>Guidance Counselor waiver request – Check the blank below if your district is requesting a waiver for the Guidance Counselor requirement and indicate the actions that will be taken by checking the appropriate blanks under “Actions”.</b>	
<p>Please do not request a Guidance Counselor Waiver if your district currently employs a fully licensed individual by the Board of Educational Examiners under Chapter 272 (individual holds an Iowa teaching license with the appropriate endorsement for guidance counselor).</p> <p>_____ <b>Our district requests a guidance counselor waiver for the 2008-2009 school year.</b></p> <p>Actions (Check all that apply – <u>at least one action must be taken</u>)</p> <p>_____ The district will make an effort to employ a fully licensed guidance counselor by 2009-2010 or sooner.</p> <p>_____ The district will pursue sharing a guidance counselor with another district through a 28E agreement by 2009-2010 or sooner.</p> <p>_____ Other Actions - Specify in 2 to 3 direct sentences (please, no attachments).</p>	
<b>By submitting this Guidance Counselor waiver request, your district makes the following assurance:</b>	
<p>_____ The District's Board of Education will approve this waiver request by August 31, 2008.</p>	

### Required Signatures

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

The Iowa Department of Education will complete the section below.

Yes	No	Required Components for Guidance Counselor Waiver Request
		a) Request for guidance counselor include signatures of both superintendent and board president.
		b) Assurance has been checked.
		c) Actions being taken by the district to meet the requirements for which it is requesting a waiver are included.
Yes	No	Results of Request for Guidance Counselor Waiver Request
		Pursuant to the provisions of Section 5, S.F. 277 [new Iowa Code section 256.11A(1)(b) and (2)], the Department grants your school district's request for a Guidance Counselor Waiver for the 2008-2009 regularly established school year.
Approved by:		Date