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Transitions abound, new school year begins

August is about transition. Families open the month with leisurely summer activities and close it by rushing kids to class and to practice. Teachers and administrators shift their focus from their own professional learning to the learning of their students. And at the Iowa Department of Education, we reflect and plan before our schools and community colleges launch into a new year.

In the waning days of summer, the Department is working diligently to ensure we’re ready to support the work of our partners. First, the Department is developing guidance on Iowa’s Early Literacy Initiative. Stakeholders have raised important questions, particularly related to the law’s provisions on assessing reading proficiency and determining if students are ready to advance to fourth grade. We know these are important issues to educators and to families. Our focus is on providing clear, accurate and comprehensive information to assist schools in ensuring all students have the foundational literacy skills they need to succeed in school and beyond.

Second, the Department is assembling information and resources to help schools make a smooth transition to a new statewide assessment system. While schools will not administer the new assessment until the 2017-18 school year, we know this will be a big shift for schools and they need time and support to prepare. Our new assessment webpage provides an overview on why Iowa is switching to a new state assessment, answers to common questions, links to practice tests and a timeline for professional learning.

Third, the Department is engaging stakeholders in the implementation of House File 2392, the comprehensive Career and Technical Education (CTE) reform.

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The amount of open enrollment tuition for the 2016-17 school year for a regular education student is $6,446, which is the state cost per pupil from the previous fiscal year.

The tuition bill for open-enrolled-in students should also include the following supplemental funds if applicable:

- **Teacher Leadership and Compensation** (TLC) school districts in cohorts 1 and 2 who have students open enrolling to other districts will pay those districts $312.68 (the FY16 TLC per pupil amount). School districts in cohort 3 (year 1 of TLC next year) who have students open enrolling to other districts will pay those districts $312.16 (the total amount per pupil received for TLC in 2016-17).

- Non-English speaking supplementary weighting (0.22 times $6,446), if the student was included in the resident district's Limited English Proficiency supplementary weighting calculation from October 2015.

- Eligible concurrent enrollment and Project Lead the Way courses in which the student will be enrolled and included in the generation of supplementary weighting on Oct 1, 2016 (course weighting factor times the percent of time the student is enrolled in the course times the resident district's current school year's cost per pupil).

For a student served pursuant to an Individualized Education Program, open enrollment tuition is calculated on actual costs of special education rather than the prior year's state cost per pupil amount.

Open enrollment tuition is billed and paid on a semester basis. Under special circumstances that terminate or suspend open enrollment status, it is necessary to prorate tuition on a per diem basis.

For assistance, contact Eric Heitz at 515-281-4726 or eric.heitz@iowa.gov.
Beginning teachers, mentors needed for field trial

The Iowa Teacher Performance Assessment (IA-TPA) field trial will begin in the fall and the Iowa Department of Education is working to recruit beginning teachers and their mentors who would be interested in engaging in this innovative project.

The IA-TPA is an assessment of teaching practice that is focused on four of the key Iowa Teaching Standards related to instruction and assessment.

Beginning in September, informational webinars will be conducted to provide assistance and support to each of the identified groups of participants: beginning teachers who will complete the assessment; mentor teachers who will support and guide beginning teachers; and, raters who will analyze submitted portfolios and provide additional feedback to participants.

For more information about the field trial or to learn how the IA-TPA fits into your current mentoring and induction program, visit ia-tpa.com or contact Marietta Rives at marietta.rives@iowa.gov.

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Eight million additional dollars are available for public school districts to implement Early Literacy Progression (Iowa Code Section 279.68) during the 2016-17 school year. Funds were appropriated by the Iowa Legislature. The grant opportunity will open on August 15.

To obtain funds, districts should submit an application as soon as possible. Applications are found on the IowaGrants website. Implementation guidance and instructions for accessing the grant application are found on the Iowa Department of Education’s website.

passed by the Legislature and signed by the governor in May. We hosted 10 listening sessions in July to seek public input on regional partnership formation, career academy components, and program approval requirements. We’ll continue to collaborate as we transition into writing administrative rules to guide implementation and raise the quality of secondary CTE in Iowa.

Finally, August will mark the transition from studying and understanding the new Every Student Succeeds Act (ESSA) to actively collaborating with stakeholders across Iowa to shape the state’s plan. The Department is eager to engage in meaningful dialogue and planning as we develop a coherent and aligned system of accountability and support. Stay informed on and engaged in this effort by visiting our ESSA webpage regularly.

In addition to new efforts I’ve mentioned, the Department is hard at work strengthening many of the initiatives launched or piloted last year. These include Differentiated Accountability, the Iowa School Report Card, and the new At-Risk and Dropout Prevention Modified Supplemental Amount (MSA) application system. Our teams have used the summer to reflect and plan as we improve each of these efforts.

So as we collectively mark the transitions August brings, the Iowa Department of Education stands ready to support our communities and schools. We look forward to the work in the year ahead.
Ann Lebo heads Board of Educational Examiners

Ann Lebo is the new executive director of the Board of Educational Examiners. Lebo, of Grundy Center, was appointed to the position by Gov. Terry E. Branstad.

Lebo most recently served as the secondary principal at Grundy Center, and previously served as a member of the Board of Educational Examiners. She is also an adjunct faculty member in leadership at Waldorf University. Prior to becoming a principal, Lebo was a coach and taught at Grundy Center High School, Mason City High School, Gilbert High School and Hawkeye Community College. Lebo also served on the statewide TLC taskforce in 2012.

Lebo holds an Ed. D. and Ed. S. both in Educational Administration from the University of South Dakota, a M.A. in English Language and Literature from the University of Northern Iowa, a B.A. in English Education from the University of Northern Iowa, and a B.A. in Speech Communication from Iowa State University.

Sector partnership toolkit available

Work is under way to implement Iowa’s Unified State Plan – a four-year workforce development strategy – for implementation of the Workforce Innovation and Opportunity Act (WIOA). Iowa’s Unified State Plan strategically aligns employment, education, and training and support services so that job seekers acquire skills and credentials that meet employers’ needs.

Sector partnerships are a major component of Iowa’s Unified State Plan. Recognized as an effective method for aligning education, economic, and workforce development systems, sector partnerships organize key stakeholders and industry partners to address specific labor market needs.

Establishing effective and inclusive sector partnerships takes time, planning, and organization. With that in mind, the Iowa Department of Education and Iowa Workforce Development, along with other stakeholders, have released the first in a series of toolkits designed to assist Iowa communities in the planning, organizing and sustaining of sector partnerships. To access the toolkit, click here.

For questions, contact Alex Harris at alex.harris@iowa.gov.

Regional CTE listening sessions held

The Iowa Department of Education hosted statewide regional listening sessions to hear from educators, administrators, and other key stakeholders about the implementation of House File 2392 - the 2016 legislation to redesign secondary career and technical education (CTE) programs. Discussions around the formation of regional partnerships, key components of career academies, and the reconfiguration of CTE service areas will help form a statewide foundation for raising the quality of secondary CTE programs in Iowa.

Those who were unable to attend a regional listening session can still contribute by submitting comments or questions through the Department’s online submission form, or by sending an email to perkins@iowa.gov. In addition, updated resources, including a recorded webinar and a new chart of realigned CTE service areas, are available on the Department’s website.

For questions or comments, contact Pradeep Kotamraju at 515-281-4716 or pradeep.katamraju@iowa.gov.
Study: How to maximize summer reading program

Some 44 school districts throughout Iowa are participating in a research study on effective summer reading programs for children.

The goal of the research study is to identify the characteristics of more effective summer reading programs as schools work to develop them for struggling third-grade students. This information will help schools prepare for the legislative requirement that takes effect in 2018.

The study’s findings will be available sometime toward the end of the year. Read more.

Teacher of the Year reflects on her experience

A year on the road as the 2015 Iowa Teacher of the Year fundamentally changed Clemencia Spizzirri.

Instead of the micro-view of education that is customary as a classroom teacher, her travels gave her the Big Picture. And she loves what she sees.

“The first thing I learned is the passion of educators,” Spizzirri said. “I saw how devoted they are to reach the goals in every school, every district. They are very committed.”

The experience also gave her new perspective. Read more.
Data and Reporting

Training for Student Reporting in Iowa (SRI) coming soon
Register now for the Student Reporting in Iowa (SRI) training, coming soon to a location near you. Two different training sessions are being offered:

**Fall SRI Training** (9 locations) will layout the changes, additions and deletions to SRI Reporting and fall Basic Educational Data Survey (BEDS) applications for the 2016-17 school year. Special attention will be given to English Language Learners (ELL) and Individualized Education Plan (IEP) reporting. The 2016 Graduate Verification and Non-Fall Supplemental Weighting applications will also be reviewed. Fall SRI training is highly recommended for all school staff involved in State Reporting.

**SRI New User Training** (3 locations) walks through the process of file/data upload, viewing and correcting validation errors, reviewing SRI reports, and certifying. SRI New User Training is highly recommended for all new school staff that will be working with SRI, Certified Enrollment or Supplementary Weighting.

There is no cost to attend the training. However, sites with fewer than 20 participants may be cancelled. Click [here](#) to register.

CASA is one-stop shop for compliance information
The Consolidated Accountability and Support Application (CASA) has replaced C-Plan. The CASA application will house requirements for Chapter 12 - General Accreditation, federal requirements including Every Student Succeeds Act (ESSA), Title programs and Individuals with Disabilities Education Act (IDEA), as well as Comprehensive School Improvement Plans and Desk Audits. Additional information and 2016-17 reporting requirements can be found on the [Iowa Department of Education’s website](#).

District superintendents and nonpublic administrators will be automatically granted access to the application. Others responsible for entering plan information will need to request access to CASA through the Department’s portal. The Department will begin accepting requests for access beginning August 15. An email will be sent to superintendents and nonpublic administrators when this option becomes available.

For questions, contact Meredith MacQuigg at meredith.macquigg@iowa.gov.
Early Childhood Preschool Programs

Statewide Voluntary Preschool Program updates for 2016-17

Districts with an approved application for beginning participation in the Statewide Voluntary Preschool Program (SWVPP) in 2016-17 include Gladbrook-Reinbeck, Riceville, and Schleswig community school districts.

Updated webinars addressing Statewide Voluntary Preschool Program assurances and requirements, reporting, and the Iowa Quality Preschool Program Standards are available on the Statewide Voluntary Preschool Program web page. These webinars are required for districts newly implementing the SWVPP but are useful resources for any school district.

Also available for reference on the Statewide Voluntary Preschool Program web page are updated SWVPP implementation FAQs, Finance FAQs, and Finance Guidance. Districts are encouraged to check the SWVPP web page for updates regularly.

For more information, go to the web page or contact Jennifer Adkins at jennifer.adkins@iowa.gov.

Early childhood reporting requirements

All Statewide Voluntary Preschool Programs for Four-Year-Old Children (SWVPP) districts and Early Childhood Special Education classrooms are required to provide updated preschool information to the Iowa Department of Education. Districts should also report three-year-old preschool sessions as well as any session including children receiving special education services.

Districts are required to update and enter data in Early Childhood reporting that includes information about the preschool program contact, SWVPP assurances (including partner collaboration, preschool integration and professional development), curriculum/assessment, preschool sessions, and session program standards. In addition, Early Childhood reporting will be the prekindergarten universal desk audit within the Differentiated Accountability System for all districts.

Early Childhood reporting is accessed through the Iowa Education Portal. It is opened by Aug. 15 and must be finalized by Sept. 15 prior to completing Student Reporting in Iowa.

A webinar addressing reporting is available on the Statewide Voluntary Preschool Program web page.

For more information, go to the web page or contact Jennifer Adkins at jennifer.adkins@iowa.gov.
Is food waste a concern at your school?

Schools have a special role in providing nutritious, well-balanced meals for students and to educate the next generation about environmental stewardship through reduction and recycling of waste. The Iowa Department of Education’s Bureau of Nutrition and Health Services has developed a Food Waste Reduction in School Meals Programs Resource in partnership with Iowa State Extension that provides ideas on how to increase consumption and reduce food waste in schools.

In addition, the bureau is partnering with the Iowa Department of Natural Resources to conduct a food waste pilot with 10 Iowa elementary schools during the 2016-17 school year. The pilot will include observations, assessments, waste audit, and development of a best practice guide. The deadline to submit an application to be part of the pilot project is Sept. 1.

Contact Carrie Scheidel at carrie.scheidel@iowa.gov for an application or additional information.

Mentoring for school meal ‘teachers’

School nutrition directors can participate in a mentoring, professional development opportunity. The Team Up for School Nutrition Success workshop is available for school nutrition directors on Sept 27-28, at the FFA Enrichment Center in Ankeny.

The workshop will use best practice panel presentations and a peer mentor-based model to cover topics chosen by the attendees. All attendees develop an individualized action plan with focused goals to achieve when they return to their schools.

The Institute of Child Nutrition offers a research-based model that provides tailored technical assistance to school nutrition professionals, for support in enhancing school meal programs and creating a healthy school nutrition environment, while maintaining strong student participation.

Grant funds are available for substitute pay, mileage and other travel expenses. To register, go to the Iowa Department of Education’s calendar registration form.

For more information, contact Jan Steffen at jan.steffen@iowa.gov.
This year we have all been enjoying a moderate Iowa summer but it’s not quite over yet. Remember, schools can start no earlier than Aug 23, which falls on a Tuesday this year. My kids do not start until a few days later, so I am planning to spend the day before school with them doing something fun before they are back in session for a new school year. My kids are not even thinking about school yet – so I think I will let them enjoy the rest of summer for now.

This year, I will only have one drop off and pick up for my kids who will both be in the same school. I cannot tell you how excited I am to gain another half hour of time in my day. It also gives me more time with my kids in both the morning and the evening. I always feel like I don’t get enough time with them during the school week because of the daily grind. Now those additional few minutes will allow some extra snuggle time or another book. It really is the small stuff in life that I have learned to appreciate and I think my kids appreciate it, too.

So as we step into the new school year, remember it is the small stuff that kids remember and take with them on their lifelong journey of learning. Now, in preparation for yet another year in this edition of Legal Lessons, I bring you Win $1,000 for your school, the Top Five Registration Issues, Fee Reminders, FERPA Notices, and Search & Seizure in Schools.

Win $1,000 for your school!
Iowa Safe Schools Alliance (ISSA) video contest

The Iowa Safe Schools Alliance is sponsoring a video contest for Iowa high school students. The winner of the contest will take home $1,000 for your school.

The video theme should focus on the mission of the ISSA, with emphasis on mitigation. The mission is to Assist schools in preparing for, mitigating, responding to and recovering from natural and man-made threats and incidents.

Sample topics could be identification of external or internal threats, such as a student with a weapon, intruder, hazardous material spill outside the school, etc.

Submission deadline is Sept 23. Iowa School Safety Alliance website is located [here](#). Click [here](#) to get information on how you can win up to $1,000 for your school!

Top five registration issues

1. Birth certificate
   School may require proof of date of birth to ensure the child is school age by Sept 15. However, schools cannot require the proof be a birth certificate. Reasonable alternatives include an adoption record, certified statement of a physician, an immunization record with birthdate, or anything else that is reasonably reliable.
2. Age requirements
Under Iowa Code section 282.3 a child must be 5 on or before Sept 15 to enter kindergarten and must be 6 on or before Sept 15 to enter first grade.
   a. An Attorney General Opinion states this is the law and cannot be waived.
   b. A solution is to enroll the child when legal to do so in kindergarten, and if appropriate the district can promote the student to first grade as soon as warranted.
   c. Iowa Code section 282.3 provides one exception to the requirement that a child be 6 before Sept 15 to enter first grade. If the child completed kindergarten in a school district in another state or in an accredited nonpublic school in Iowa, the child may be enrolled in first grade.
   d. The Interstate Compact for the Education of Military Children also provides an exception for a child who moves into Iowa because of the deployment of a parent.

3. Social Security numbers
Social Security numbers are not required by the state for registration.

4. Legal names
Students must be registered using the child’s legal name under Rule 12.3(4).

5. Addresses
Do not accept a P.O. Box for an address unless it is known for certain the family resides there. Schools have a right to know the student’s address for residency purposes.

Fee reminders
Every school year we get questions about fees so it seems fitting to provide a reminder of what fees are acceptable and what fees are not. First and foremost to remember, there is no such thing as a “registration fee,” so avoid using that term!!!
The allowable fees expressly authorized in Iowa Code are:
- Textbooks
- School supplies
- Summer school programs
- Driver education programs
- Transportation fees for resident students who are not otherwise entitled to free transportation
- Eye protective devices
- Ear protective devices
- School meals
- Nonresident student tuition

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School Leader Update August 2016

Iowa Code states that the board of directors of the school district is authorized and empowered to contract for and buy books and any and all other necessary school supplies at contract prices, and to sell those books and supplies to their students at cost, loan the textbooks to their students free, or rent the textbooks to their students at a reasonable fee as set by the board.

Iowa Attorney General opinions regarding fees

- A school district may not assess fees for items which are necessary or essential to the instruction of a class unless such a fee is specifically authorized by the Code; however, a district may assess fees for school supplies which represent the cost of the item or a reasonable rental fee. The cost of items which are necessary or essential to the instruction of a class must be properly characterized as tuition rather than school supplies. Examples are art supplies for art classes and chemicals for science classes. In contrast, pens and paper used by students to take notes would be properly characterized as school supplies (OAG #93-7-3(L)).

- All facilities, supplies, and other items which are necessary or essential to instruction must be provided free of charge [except as expressly allowed by Code] in a tuition-free school which is required by law. A school district may purchase other supplies and distribute them to students, but they must be provided for free, rented for a reasonable fee, or sold at cost (OAG #79-12-22).

- Public schools may not charge fees for courses offered as part of their educational program [except as expressly allowed by Code] since such fees constitute tuition. Schools may not charge fees for extracurricular activities since no express or necessarily implied statutory authority exists for such fees (OAG #81-8-29).

School supplies

1. **Restrictions on fees related to school supplies are equally applicable to lists of class supplies given to parents to provide.** If the school district would not have been allowed by law to charge students a fee for the item, then the district cannot require the parents to provide those items either. Those items, which are necessary or essential to the instruction of a class, must be provided by the district. Examples: paints, crayons, art erasers, scissors, clay or similar supplies used for art instruction.

2. **Parents cannot be required to provide district or classroom supplies.** These are the responsibility of the district to provide. Examples: disinfecting wipes and other cleaning supplies, Band-Aids, handheld calculators required for a class, dry erase markers, hi-liters, multiple rolls of scotch tape, multiple bottles of glue, boxes of plastic bags, paper towels, etc.

3. **Allowable school supplies provided by students or their parents remain the property of those students providing the supplies and do not become general classroom supplies.** Examples: pencils or other markers used in place of pencils, colors, notebooks, boxes of tissues, folders, backpacks or school bags, etc.

Fee waivers

Fee waivers, full and partial, are governed by [281—Iowa Administrative Code 18](https://www.legis.iowa.gov/isb/codes/281/18). A full waiver of all fees shall be granted if the student or the student’s family meets the financial eligibility criteria for free meals, for the Family Investment Program (FIP), for transportation assistance under open enrollment, or if the student is in foster care.

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A partial waiver is appropriate if the student or student’s family meets the financial eligibility criteria for reduced-price meals, and is based on “a sliding scale related to an ability to pay.” One simple way to justify the amount of a partial waiver is to make sure that it corresponds to the percentage of the reduced-price meal from full-price meal.

Finally, each school district has discretion to grant a temporary waiver of one or more fees in the event of a temporary financial difficulty in the student’s immediate family. This temporary waiver may be granted at any time during a school year; the maximum length of a temporary waiver shall be one year.

**FERPA responsibilities**

Federal law requires that school districts annually send to parents a notice of rights under the Family Educational Rights and Privacy Act (FERPA) and the Protection of Pupil Rights Amendment (PPRA). The law does not state when the notices are to be sent to parents, but at the beginning of the school year makes the most sense. The U.S. Department of Education provides model notices at the links below. Questions about FERPA or the PPRA should be directed to the Family Policy Compliance Office of the U.S. Department of Education at 202-260-3887 or FERPA@ED.Gov.

Model Notification of Rights under FERPA (sent to families of elementary & secondary students): [FERPA Notice](#)

Model Notification of Directory Information under FERPA: [Directory Information Notification](#)

PPRA Model Notice and Consent/Opt-Out for Specific Activities: [PPRA Consent](#)

Model Notification of Rights under the Protection of Pupil Rights Amendment (PPRA): [PPRA Notice](#)

**Fourth Amendment Search & Seizure – Iowa v. Mar’Yo D. Lindsey Jr. — From the Iowa Supreme Court**

The Iowa Supreme Court recently upheld the conviction of an Iowa high school student for possession of a firearm as a felon, carrying weapons on school grounds, going armed with a dangerous weapon, and possession of a controlled substance.

The Defendant, Mar’Yo D. Lindsey (“Lindsey”), was an Iowa high school football player who sustained a serious injury during a football game. The school superintendent called the paramedics to take Lindsey to the hospital. Lindsey was concerned about his equipment bag and requested that a friend take his bag. After Lindsey was transported he asked the superintendent again about the bag. This raised “red flags” for the superintendent who advised the coach to take custody of the bag. Later at the school the superintendent searched the bag and located a loaded firearm and some drug paraphernalia. Police were contacted and Lindsey was charged.

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Lindsey moved to suppress the evidence alleging that the search by school officials was unconstitutional. The motion to suppress was denied by the district court and Lindsey was convicted and sentenced. On appeal the Iowa Court of Appeals applied the reasonable grounds to search test and found that Lindsey had a lesser expectation of privacy in a school-issued equipment bag. Furthermore, Lindsey's prior criminal history and preoccupation with the bag while facing a serious injury would lead a reasonable person to conclude the bag contained something illicit. As such, the court found the search reasonable.

Take away for school administrators: When coming across a search-and-seizure issue, remember the test is one of reasonableness to search. For more information, click on Search & Seizure: Top 10 Things to Know. Always consult your district's legal counsel on these issues.

For a full text of the decision, click on State of Iowa vs. Mar'Yo D. Lindsey Jr.

Students with disabilities
For questions regarding students with disabilities, contact Thomas Mayes at 515-242-5614 or thomas.mayes@iowa.gov.
Calendar

August 1 • Foster care claim certification deadline (certification required for acceptance of funds)
August 1 • Special education claims due—foster care claim, district court place, nonpublic, high cost
August 1 • Progress report toward reorganization due to DE/SBRC
August 1 • Juvenile home program claim due

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 236.10(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

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