



IOWA DEPARTMENT OF EDUCATION

Operational Function Sharing as amended first by HF 472 and SF 452 (2013) and then by HF 2271 (2014)

→ Operational Function Sharing

This document covers the differences between the original operational function sharing language found in Iowa Code 257.11 (2013) and language in the enacted [House File 2271](#). House File 2271 was retroactively effective on July 1, 2013.

The opportunity to include shared operational functions for supplementary weighting was and is available up to five years. The original time period was 2007-2008 to 2012-2013. The time period in the updated legislation is 2013-2014 to 2018-2019. While some sharing opportunities existed previously, since this is effectively a new sharing period, all approved sharing opportunities will start over with a fresh five-year period starting in the 2014-2015 budget year.

The shared operational functions that originally qualified for supplementary weighting were:

- Superintendent Management
- Business Management
- Human Resources Management
- Transportation Management
- Operations and Maintenance Management

HF 2271 includes the above, as well as:

- Curriculum Director
- School Counselor

The positions which were included in HF472: (School Administration Manager [SAM], Social Worker, School Nurse, and School Librarian) were not included in the enacted legislation in HF2271.

The original requirement of a 20 percent phase out each year was not included in the new legislation. The original requirement that the sharing partners had to be contiguous was changed to state that districts did not need to be contiguous.

Sharing agreements can occur between any two or more political subdivisions, including school districts, cities, townships, counties, merged areas (community colleges), area education agencies, institutions governed by the State Board of Regents, or any other governmental subdivision.

Districts will request supplementary weighting through the Fall BEDS submission. If districts were sharing under the previous statute, they will receive the last year of funding for those sharing opportunities during the 2013-2014 fiscal year. Any requests for sharing under the new statute were submitted for BEDS counts last fall, and the first funding will be received under the new statute in the 2014-2015 fiscal year.

The original requirement for demonstration of cost savings did not remain in the amended legislation. Districts should continue to be sure to file the Fall BEDS data collection each year by the deadline so that the district or AEA can be eligible for requesting operational function sharing supplementary weighting.

The calculation of the supplementary weighting has changed retroactive to July 1, 2013. The original calculation was 0.02 times the certified enrollment with the resulting FTE being a minimum of 10 and a maximum of 40; and with the AEA being a minimum of \$50,000 and maximum of \$200,000.

The new calculation of the supplementary weighting FTE is now a fixed number for each position shared: Superintendent Management is eight FTEs; Business Management, Human Resources Management, Transportation Management, and Operations and Maintenance Management are each five FTEs; and Curriculum Director and School Counselor are each three FTEs. The minimum for districts was removed, and the maximum was set at 21 FTEs. The AEA minimum is now \$30,000 and the maximum remains at \$200,000.

The requirement that each district have at least 20 percent of the normal, full-time contract hours for the position has not changed.

→ Questions and Answers

Q1 – Will districts A and B qualify for supplementary weighting if district A shares part of their school counselor with district B, and district B shares part of their school counselor with district A?

A – No. This arrangement seems to be an attempt to generate additional funding to cover existing staff members. That was not the intent of the legislation, and is prohibited by rule.

Q2 – If a district had been sharing a business manager for four years under the old law, under the new law would that district be eligible to request supplementary weighting for five years or only one more year?

A – The old law ended and was replaced by new language. The district would have the opportunity to continue the supplemental weighting for five years.

Q3 – Two districts that didn't have a school counselor before entered into an agreement to share a school counselor who would be hired by one of the districts. Since this would be an increase in opportunities for students, would this arrangement qualify for supplementary weighting?

A – Yes. Each district would get supplementary weighting, provided each district is sharing at least 20 percent of the normal, full-time contract hours for the position.

Q4 – If a district shares a business manager in year one and in the second year shares a school counselor, will the district qualify for supplementary weighting for six years total, five for the business manager and five for the school counselor?

A – No. Districts may qualify for supplementary weighting for five years total, no matter what positions are shared or when the sharing began. Each sharing agreement is discrete and funding for sharing each year is generated by the prior year's fall BEDS submission. If a district adds sharing after the first year, the supplementary weighting still ends at five years from the 2014-2015 budget year.

Q5 – In October 2012, a district included an operational function sharing arrangement for supplementary weighting and will get funding during 2013-2014. Is 2013-2014 the district's first of five years of weighting under the new legislation?

A – No. The district is receiving the final year of funding from the prior legislation in 2013-2014. The weighting requested in 2013 fall BEDS will generate the first year of funding under the new statute in 2014-2015.

Q6 – If sharing is for a maximum of five years, is that measured from the first year that the district requested sharing supplementary weighting or is it a total of five years of requesting any supplementary weighting for sharing during the time period of the new legislation?

A – It is for a total of five years of requesting any supplementary weighting for sharing during the time period of the legislation. It is still possible for districts to have a break where they don't share and then renew sharing after a gap, as long as they are still within the time period of this legislation.

Q7 – Under the previous legislation, sharing a superintendent, using the .02 times certified enrollment, a district would qualify for the maximum weighting of 40 FTEs. Since the maximum has changed, would the district now get the 21 FTEs?

A – No. The new legislation states that the FTE allowed for a superintendent is eight.

Q8 – The Aid & Levy Worksheet was distributed to districts with preliminary operational function sharing supplementary weighting included on line 3.9. Will that supplementary weighting remain or will it be adjusted?

A – The new legislation is retroactive to July 1, 2013. Once the BEDS data are analyzed in light of the new legislation, the operational function sharing supplementary weighting on the Aid & Levy Worksheet will be aligned to the new legislation. For example, if a district sharing only a school business manager previously qualified for a weighting of 30, the amount of weighting included on line 3.9 of the Aid & Levy will be adjusted from the 30 to five for this position by the Department of Management.

Q9 – With the legislation being enacted retroactively to July 1, 2013, does that mean that our 2013-2014 funding for operational function sharing supplementary weighting will be reduced in the current year?

A – No. The first year of funding under the new legislation will be the 2014-2015 budget year.

Q10 – If the total of all of a district's eligible operational function sharing supplementary weighting exceeds 21, how will the Department adjust this?

A – The Department will total all of the qualifying operational function sharing FTEs and reduce that total to 21 FTEs if the total exceeded 21 FTEs.

Q11 – If the district qualifies for sharing of a superintendent in the fall of 2013, is the district guaranteed five years of sharing based on the sharing it had in 2013-2014, or does the district have to qualify for sharing of the superintendent in each of the five years to receive five years of weighting?

A – The district would have to be sharing a superintendent in each of five years to receive five years of weighting and would have to submit that shared position on the fall BEDS report each year.

Q12 – If the district is sharing a school administration manager (SAM) and that person has financial duties, can the district request operational function sharing for that position under business management?

A – No. A SAM is a specific position in the district, and that position does not qualify under business management.

Q13 – In our fall of 2013 BEDS report, we indicated we were sharing a librarian. The initial aid and levy worksheet included that position as shared. Will we still get that sharing funded for next year?

A – No. The positions removed from the statute per HF 2271 were School Administration Manager (SAM), Social Worker, School Nurse, and School Librarian. Any of these shared positions listed in the BEDS report last fall will not generate funding next year.

➔ Process Moving Forward

The Department will adjust the rules proposed last fall by filing emergency rules at the May 2014 State Board meeting. The adjustments proposed will simply align the rules proposed last fall to the new statute in HF 2271.

Funding for next year will still be driven by the information submitted in the fall BEDS report filed last October. All of the positions included in HF 2271 were included in the BEDS report last fall. As a result, the Department will move forward with use of those BEDS data and will work with the Department of Management on adjustments to the FTEs for the preliminary, revised Aid and Levy in mid-May and the final Aid and Levy worksheet in June.

If you believe there are documented errors in your data submission on last fall's BEDS or that there is a special circumstance you want considered as we are working on final operational sharing FTEs for the aid and levy, please submit that information to Jeff Berger (jeff.berger@iowa.gov) at the Department for consideration by COB Friday, April 11. Any special circumstance needs to include: the districts sharing the position, what individual is being shared, the FTE and position shared, what district holds the contract and a folder number for the individual, if available. If your sharing was originally denied because your FTE increased under the old rules, you will now be funded and we will adjust that automatically if the shared position is permissive. There is no need to ask about that issue.

If this new legislation resulted in a change in property taxes as published, you will not have to republish because this is a legislative action and not a board decision.