

# Central Rivers AEA SUPERINTENDENTS' MEETING SEPTEMBER 2018

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## HARASSMENT AND BULLYING

### Law and Definition

Iowa Code section 280.28, defines harassment and bullying as: "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."

"Trait or characteristic of the student" includes but is not limited to age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status

### Tips:

- A formal written complaint is not needed to investigate a potential harassment or bullying situation. As soon as a school hears about a bullying and harassment incident it should be investigated. Schools should follow their bullying and harassment board policy when investigating.
- Never have the bully and the individual being bullied sit down together to discuss the issue.
- Review the district bullying and harassment definition, policy and procedures with students, staff and parents each year.

### Resources:

[Bullying Checklist](#) - outline of district actions

Bullying and Harassment Investigation Training for Schools – [AEA Learning Online](#)

## GUIDANCE ON NEW LEGISLATION

Two documents were recently sent to district leaders to help clarify two topics of legislative action this past session.

[Virtual Online Education Guidance](#) questions can go to [Janet.boyd@iowa.gov](mailto:Janet.boyd@iowa.gov)

[High School Credit Guidance](#) questions can go to [cindy.butler@iowa.gov](mailto:cindy.butler@iowa.gov)

## PART B, INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)

Part B, IDEA application forms are at the Area Education Agencies (AEA) and are due back to the AEA's on Friday, September 7th.

## SEPTEMBER CONSOLIDATED ACCOUNTABILITY AND SUPPORT APPLICATION (CASA) REQUIREMENTS

Due September 15<sup>th</sup>

- [Preschool Desk Audit – Session ID Information](#)
- [Assurances](#) (MUST BE COMPLETED BY SUPERINTENDENT)
- [Consolidated School Improvement Plan](#) (CSIP)
- **New** - [Title IA – Selection of Schools](#)

Open September 1st

**New** - [Consolidated Application for Federal Title Programs](#) (public only)

- Allocations and Transfers – Due 10/1 by Superintendent or School Business Official Only
- Consolidated Application – Due 10/15
- Resubmission of Consolidated Application for those allocated Title 1003 School Improvement funds – Due 11/15

Regional workshops are available to assist in completion of the Consolidated Application. [Registration information is available here.](#)

## STUDENT REPORTING IN IOWA (SRI)

We are open for public districts and nonpublic schools who report through SRI to send test data...SEND TEST DATA! Sending test data allows more time to clean up errors, view SRI reports, and preview Certified Enrollment. Go to the [SRI Webpage](#) for important dates and the most current documentation, including the 2018-2019 Data Dictionary. If you need a refresher on how to upload data or view reports, check out our [Student Reporting in Iowa Tutorials](#) webpage with several recorded webcasts.

## OPEN ENROLLMENT RESOURCE

A new open enrollment resource has been added to the open enrollment webpage. The new resource is the [School District Open Enrollment Guidelines](#). It contains a billing chart. For more information please contact Eric Heitz, [eric.heitz@iowa.gov](mailto:eric.heitz@iowa.gov) or (515)281-4726.

## BUS INSPECTIONS

The fall 2018 school bus inspection schedules are posted on Department's website [here](#). The schedules are posted by region and are found by selecting the link associated with the inspector's name. **Please help ensure that the inspection date for your district is communicated to the transportation staff and added to the district's calendar.** Any changes need to be coordinated through the assigned inspector. Having all vehicles ready to present for inspection and sufficient staff available will help ensure the inspection process is conducted as efficiently as possible.

For questions, contact the inspector for your region—Joe Funk (east) 515-669-4987, Tom Simpson (west), 515-326-1022, Verlan Vos (central) 515-669-4994.

## IOWA LEARNING ONLINE (ILO)

Enrollment is closing soon for Iowa Learning Online Fall term. With more than 40 [course offerings](#) available, you're sure to find high quality opportunities for your students to improve their digital learning skills. Each term includes a three (3) week trial/grace period so that students and schools can make sure that it is a good match. [Fall 2018 Cohort B](#) is from September 6 to January 11 (early enrollment ends at 4pm September 12). Visit our [website](#) for more information on [starting your own online program](#) or enrolling for the [Spring](#).

## EARLY LITERACY BLUEPRINT INITIATIVE

The Iowa Reading Research Center is partnering with the Iowa Department of Education for the new Early Literacy Blueprint Initiative focused on implementing effective literacy instructional practices among teachers that will positively affect student literacy proficiency.

So far, there are over 30 Certified Blueprint Trainers prepared by a training-of-trainers approach to deliver to teachers six professional development modules. Contact your local Area Education Agency for more information on any potential upcoming professional development sessions on Blueprint modules.

Another component of the Blueprint is the [High-Priority Milestones for K-3 Reading Development](#) document. The milestones explain which literacy skills students need to master by the end of each grade, providing a starting point for evaluating literacy plans to make sure students are progressing on schedule. Overall recommendations for student motivation and engagement, maintaining a supportive and data-driven literacy environment, and supporting English learners and bilingual students are also included.

For more information, visit the [Early Literacy Blueprint Initiative](#) on the web, or email [IRRC-FrontDesk@iowareadingresearch.org](mailto:IRRC-FrontDesk@iowareadingresearch.org)

## STANDARDS AND CURRICULUM UPDATES

Over the summer, the bureau chief from Educator Quality left the Department and the bureau was dissolved. Therefore, the Bureau of Standards and Curriculum welcomes many new colleagues from Educator Quality: Mary Breyfogle, Larry Bice, Matt Ludwig, Carole Richardson and Marietta Rives. The purpose and mission and work of the **Leading, Teaching, Learning Services Bureau now** will fuse the work of Educator Quality and Standards and Curriculum.

**Biliteracy Seal:** A new law passed last session to offer the biliteracy seal to districts to honor students who graduate from high school literate in 2 or more languages, one being English. Guidance will be coming out in September for districts to implement this award. We hope to have 100% of Iowa districts implement this honor.

**Computer Science Incentive Fund:** Thank you for working very hard over the summer to submit an application for the Computer Science Professional Development Incentive Fund. A million dollars will help support expanding the reach and rigor of computer science instruction in 49 Iowa school districts. Recipients represent rural, suburban, urban districts from all areas of the state.

**Fine Arts Modules:** On September 24, professional learning around Iowa's new voluntary Fine Arts Standards will be available on AEA Learning Online. Five self-paced modules will be released: Introducing Iowa's Fine Arts Standards, Understanding Iowa's Fine Arts Standards, Applying and Connecting Iowa's Fine Arts Standards, Assessing Iowa's Fine Arts Standards, and Resources for Implementation. These modules can be taken individually, depending on district's and educator's needs, or bundled together for license renewal credit.

**Leadership Teams:** The Department of Education convenes leadership teams each year to support the disciplines of the Iowa Academic Standards and student populations. Thank you for championing these important groups to continue the great work to support the implementation of the standards for all Iowa students. Your dynamic teachers, teacher leaders, and administrators are key stakeholders to their success.

**Mathematics:** Find resources that are best practice and supported by research: Standards ([Focus](#), [Coherence](#), [Rigor](#)), Instruction ([Aligned Instruction](#), [Instructional Practice Guide](#)), and Resources ([Aligned Resources](#), [IMET](#), [Equip](#)).

**Physical Education/Health Standards Review:** The Department is excited to convene the Physical Education and Health Standards Review Team in September to review and recommend standards for adoption. We anticipate recommending new voluntary standards to the State Board next spring.

**Social Studies:** The Department is supporting workshops through the AEAs to support implementation of Iowa’s new social studies standards. Each AEA is offering several two-day elementary and secondary [workshops](#) focused on year two implementation of the standards. You can view additional resources at <https://iowacore.gov/content/social-studies-resources>.

**Teach Iowa:** It’s time to clean up your district’s account in the Teach Iowa job posting system. Please remove staff members who no longer need access to your account, add new staff members who will need access to your account, delete or close outdated job postings and check to see if your selection of application pages is current. At your convenience you can access this informational webinar for guidance on [Cleaning Up Your Account](#). In addition, Frontline Technologies is bringing a certification training course to Des Moines! If you're new to Teach Iowa or in charge of your district's account and want to know more, check out the [registration](#) link to learn additional information.

Any questions, please contact Dr. Erika Cook, Chief of Leading, Teaching, Learning Services Bureau at [Erika.cook@iowa.gov](mailto:Erika.cook@iowa.gov) or 515-240-3103.

## RESOURCES

- [ESSA Guidance and Allocations](#)
- [ESSA School Improvement Timeline](#)
- [Home Schooling](#)
- [Iowa Statewide Assessment of Student Progress](#)
- [School Leader Update](#)

## DATES TO REMEMBER

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| September 1  | New Regional Academy applications due   | Carla Schimelfenig<br><a href="mailto:carla.schimelfenig@iowa.gov">carla.schimelfenig@iowa.gov</a>  |
| September 1  | Kindergarten and preschool students with an IEP Open Enrollment deadline. (Iowa Code 282.18(1)(a))                            | Eric Heitz<br><a href="mailto:eric.heitz@iowa.gov">eric.heitz@iowa.gov</a>  |
| September 1  | Due date for updates to the Vehicle Information System  | Max Christensen<br><a href="mailto:Max.Christensen@iowa.gov">Max.Christensen@iowa.gov</a>   |
| September 2  | On-line request for hearing at the October School Budget Review Committee (SBRC) meeting due                                  | Kassandra Cline<br><a href="mailto:kassandra.cline@iowa.gov">kassandra.cline@iowa.gov</a>   |
| September 2  | Exhibits for hearings at the October SBRC meeting due   | Kassandra Cline<br><a href="mailto:kassandra.cline@iowa.gov">kassandra.cline@iowa.gov</a>   |
| September 15 | Date by which a student must be at least five years old to be counted for certified enrollment if enrolled on October 1.      | Margaret Hanson<br><a href="mailto:Margaret.Hanson@iowa.gov">Margaret.Hanson@iowa.gov</a><br>Rachel Kruse<br><a href="mailto:Rachel.Kruse@iowa.gov">Rachel.Kruse@iowa.gov</a> |
| September 15 | Certify Preschool Desk Audit, CSIP, TAG, Mentoring and Induction, and Assurances in CASA (Iowa Code 256.7) (IAC 281-16.31(1)) | Cindy Butler<br><a href="mailto:cindy.butler@iowa.gov">cindy.butler@iowa.gov</a>  |
| September 15 | On-line Certified Annual Financial Report (CAR) Due (291.10)  | Denise Ragias<br><a href="mailto:Denise.Ragias@iowa.gov">Denise.Ragias@iowa.gov</a>   |
| September 15 | On-line Special Education Supplement (CAR-SES) Due (291.10)   | Bill Roederer<br><a href="mailto:bill.roederer@iowa.gov">bill.roederer@iowa.gov</a>   |
| September 15 | On-line Annual Transportation Report (ATR) Due.   | Max Christensen<br><a href="mailto:Max.Christensen@iowa.gov">Max.Christensen@iowa.gov</a>   |

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| September 15 | If the CAR, SES, and ATR are not filed today and no extension was granted, district shall file a corrective action plan with the SBRC immediately                                 | Tom Cooley<br><a href="mailto:tom.cooley@iowa.gov">tom.cooley@iowa.gov</a>  |
| September 15 | Local Education Agency (LEA), Area Education Agency (AEA) and Nonpublic School Improvement Universal Desk Audit opens in CASA (IAC 281 - 12 and 281 - 72)                         | Cindy Butler<br><a href="mailto:cindy.butler@iowa.gov">cindy.butler@iowa.gov</a>  |
| September 30 | On-line Facilities, Elections & Sales Tax Data Collection Due   | Rob Olsen<br><a href="mailto:rob.olsen@iowa.gov">rob.olsen@iowa.gov</a>   |
| September 30 | Parent Notification of Open Enrollment IAC (281-17.32)  | Eric Heitz<br><a href="mailto:eric.heitz@iowa.gov">eric.heitz@iowa.gov</a>  |
| September 30 | CTSO Perkins Grant Applications due   | Pat Thieben<br><a href="mailto:Pat.Thieben@iowa.gov">Pat.Thieben@iowa.gov</a>   |
| September 30 | First quarter claims due for Secondary Perkins Grants   | Pat Thieben<br><a href="mailto:Pat.Thieben@iowa.gov">Pat.Thieben@iowa.gov</a>   |
| September 30 | National School Lunch Program (NSLP) Annual financial Report for Nonpublic and RCCIs due  | Patti Harding<br><a href="mailto:patti.harding@iowa.gov">patti.harding@iowa.gov</a>   |
| October 1    | National School Lunch Program (NSLP): Districts must select sample for Verification (7 CFR 245.6a(5))   | Deb Linderblood<br><a href="mailto:Deb.Linderblood@iowa.gov">Deb.Linderblood@iowa.gov</a>   |
| October 1    | Board resolutions for studying reorganization due to DE for any Whole Grade Sharing (WGS) districts that want to begin receiving WGS supplementary weighting (2013 is last year). | Carla Schimelfenig<br><a href="mailto:carla.schimelfenig@iowa.gov">carla.schimelfenig@iowa.gov</a>  |
| October 1    | Certified Student Count Taken (257.6(1))  | Margaret Hanson<br><a href="mailto:Margaret.Hanson@iowa.gov">Margaret.Hanson@iowa.gov</a><br>Rachel Kruse<br><a href="mailto:Rachel.Kruse@iowa.gov">Rachel.Kruse@iowa.gov</a> |
| October 1    | The number of students participating in whole-grade sharing shall be determined (for first semester) (282.12). Not required to report to the Department of Education              | Carla Schimelfenig<br><a href="mailto:carla.schimelfenig@iowa.gov">carla.schimelfenig@iowa.gov</a>  |
| October 1    | Facility, Bond, Physical Plant and Equipment Levy (PPEL), Elections   | Rob Olsen<br><a href="mailto:rob.olsen@iowa.gov">rob.olsen@iowa.gov</a>   |
| October 1    | School Budget Review Committee (SBRC) Application for Modified Supplemental Amount (MSA) for Limited English Proficient Excess Costs Deadline                                     | Carla Schimelfenig<br><a href="mailto:carla.schimelfenig@iowa.gov">carla.schimelfenig@iowa.gov</a>  |
| October 3    | October School Budget Review Committee (SBRC) meeting   | Kassandra Cline<br><a href="mailto:kassandra.cline@iowa.gov">kassandra.cline@iowa.gov</a>   |
| October 15   | On-line Fall student count certification, including Supplementary Weighting, Due (257.6(1))   | Margaret Hanson<br><a href="mailto:Margaret.Hanson@iowa.gov">Margaret.Hanson@iowa.gov</a><br>Rachel Kruse<br><a href="mailto:Rachel.Kruse@iowa.gov">Rachel.Kruse@iowa.gov</a> |
| October 15   | On-line Fall Basic Education Data Survey (BEDS) staffing, including supplementary weighting for operational function sharing due  | Shelly Neese<br><a href="mailto:shelly.neese@iowa.gov">shelly.neese@iowa.gov</a>  |
| October 15   | On-line Fall Basic Education Data Survey (BEDS) due   | Shelly Neese<br><a href="mailto:shelly.neese@iowa.gov">shelly.neese@iowa.gov</a>  |

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| October 15 | Last date to notify the School Budget Review Committee (SBRC) if the district incurred a negative unspent balance and begin developing a corrective action plan | Carla Schimelfenig<br><a href="mailto:carla.schimelfenig@iowa.gov">carla.schimelfenig@iowa.gov</a> |
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View a complete Iowa Department of Education [calendar of events](#) or [List of Deadlines](#).

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