

**Central Rivers AEA
SUPERINTENDENTS' MEETING
November 2017**

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TEST ADMINISTRATION ASSURANCE – DUE NOVEMBER 15 IN CASA

The Test Administration Assurance document is found on the [Department's Website](#). The document must be signed by all building principals and the district superintendent. The signed document must be uploaded to the CASA system no later than close of business Wednesday, November 15th. This submission must be completed by the district superintendent. Questions should be addressed to Tana Mullen, tana.mullen@iowa.gov.

WE NEED YOUR INPUT

We know you're busy, so we'll get right to the point:

- Is School Leader Update (SLU) meeting *your* needs? [We want to know](#).
- As you know, SLU comes to you monthly. Would you like to receive shorter versions twice a month?
- How about content: Too much? Too little? Are we giving you what you want? Are we giving you things you don't want?

Please let us know by taking our three-minute [survey](#). We want to ensure SLU is meeting *your* needs. Thank you for your interest and quick response.

Let's piggy back on this – what about these Superintendent Notes? Useful? Preferred content? Let your school improvement consultant know either verbally or through email. We appreciate the input.

UNIVERSAL AEA AND K-12 DESK AUDITS

Universal desk audits are due December 15. The audits are available to administrators through Consolidated and Accountability Support Application (CASA). Information on accessing the desk audits, guidance documents, and a webinar are available on the [website](#). Contact your school improvement consultant with questions.

IOWA LEARNING ONLINE (ILO)

ILO is offering a new service, [Branch Out](#), to help schools take the first step to offering their own online service to meet local district needs. ILO provides the infrastructure and high school courses, and the local school provides the teacher. This low risk option provides more affordable pricing without compromising local needs. For more information, contact Jonnie Becker, jonnie.becker@iowa.gov or 575-725-2075.

STATEWIDE VOLUNTARY PRESCHOOL PROGRAM (SWVPP)

School districts not currently participating in the [Statewide Voluntary Preschool Program](#) (SWVPP) may [apply](#) to become part of the program. The new application to begin a preschool program in 2018-2019 is posted to the SWVPP web page. This application will be due April 6, 2018. For information about the Statewide Voluntary Preschool Program for Four-Year-Old Children, please contact Jennifer Adkins (Jennifer.Adkins@iowa.gov or 515-954-5652).

CAREER AND TECHNICAL EDUCATION (CTE) WEBINARS

Check the [calendar](#) on the department website for learning opportunities.

STANDARDS AND CURRICULUM

Computer Science recommendations from SF 274 will be presented to the State Board in November:

- How computer science courses could satisfy graduation requirements for math or science
- How these courses could be integrated into a career and technical education pathway
- The settings in which these courses could be delivered (including in traditional high school settings, concurrent enrollment classes, and online)
- Guidelines for an appropriate scope and sequence of computer science instruction at each grade level, and
- How the computer science professional development fund established in the legislation could be used to meet the goals.

A Computer Science Standards Review Team is being formed to review and recommend voluntary standards for computer science.

ELA evidence-based instructional resources can be found each month in [Literacy News You Can Use](#).

Fine Arts standards will be recommended to the State Board in November. These will be voluntary standards for districts.

Mathematics is the subject the new Iowa Core Blog - Implementing the Shifts in the Mathematic Standards <http://bit.ly/iacblog>. Moving from unpacking to understanding the mathematic standards <http://bit.ly/IAMS17>.

Science is creating an [Iowa Science Coaching Network](#) for interested [instructional coaches](#).

Social Studies standards professional learning for administrators is being held this year at your AEA.

CARDIO-PULMONARY RESUSCITATION COURSE (CPR)

As part of Healthy Kids Act, 281-IAC 12.5(20) requires all physically able students to complete a psychomotor course that leads to certification in cardiopulmonary resuscitation. The course must lead up to allowing students to become certified; however, students are not required to become certified. This means the volunteer or school personnel teaching the course must be appropriately licensed to teach CPR which can lead to certification. If the school personnel or volunteer is not appropriately licensed to teach CPR, then he or she cannot teach it.

To meet code requirements, the course would need to require actual, not virtual, skills demonstration. This is the reason online-only CPR courses have not been appropriate for meeting this requirement. "Course" for this purpose does not mean a full Carnegie unit.

More information, including a FAQ document, can be found on the [Healthy Kids Act webpage](#).

EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION, §19B.11

Again this year, each school district, area education agency, and community college in the state will be able to complete a report to the Department describing 1.) the standards/programs in place for equal employment opportunity (EEO) and 2.) the accomplishments of Affirmative Action.

19B.11(3) Each school district, area education agency, and community college in the state shall submit to the director of the department of education an annual report of the accomplishments and programs of the district, agency, or community college.

RESOURCES

[Homeless Education](#)

[Iowa Reading Research Center](#)

[Each and Every Child Newsletter](#)

See Offer and Teach FAQ at the end of this newsletter

DATES TO REMEMBER

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| November 1 | Last date for public notice of board intent to whole grade share (282.11). Must be not less than 90 days before signing the agreement. | Barb Byrd barb.byrd@iowa.gov |
| November 1 | School Board Officers Report Due (291.11) | Marcia Krieger marcia.krieger@iowa.gov |
| November 1 (even years) | Two year application for year round school due (Iowa Code 279.10) | Cindy Butler cindy.butler@iowa.gov |
| November 10 | On-line request for hearing at the December SBRC meeting due. | Tom Cooley tom.cooley@iowa.gov |
| November 10 | Exhibits for hearings at the December School Budget Review Committee (SBRC) meeting due. | Tom Cooley tom.cooley@iowa.gov |
| November 14 | On-line School Association Reporting due. | Gary Schwartz gary.schwartz@iowa.gov |
| Not later than the last allowable election date of the calendar year prior to the calendar year in which the reorganization will take effect on July 1 | Last date for an election to reorganize effective July 1 (Iowa Code 275.18) | Carla Schimelfenig carla.schimelfenig@iowa.gov |
| November 15 | Title I Comparability Report Due | Geri McMahan geri.mcmahan@iowa.gov |
| November 15 | Test Administration Assurance Form due in CASA | Tana Mullen Tana.mullen@iowa.gov |
| November 15 | National School Lunch Program (NSLP) Verification process must be completed | Deb Linderblood Deb.Linderblood@iowa.gov |
| November 30 | Number of Public and Private School Students Qualifying for Free Lunches report due | Geri McMahan geri.mcmahan@iowa.gov |
| December 1 | Title II, A - first day to submit request for reimbursement | Isbelia Arzola Isbelia.Arzola@iowa.gov Linda Carroll Linda.Carroll@iowa.gov |
| December 1 | Last date to submit on-line School Budget Review Committee (SBRC) Application for Modified Supplemental Amount (MSA) for Increased Enrollment, Open Enrollment Out, and Limited English | Carla Schimelfenig carla.schimelfenig@iowa.gov |

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| | Proficient Excess Costs, for Districts that want MSA (IAC 289 - 6.3(3)"h") | |
| December 1 | First semester parental claim forms for nonpublic transportation reimbursement due from parents to district. | Max Christensen Max.Christensen@iowa.gov |
| December 1 | SBRC Application Deadline for Modified Supplemental Amount (MSA) for Increased Enrollment, Open Enrollment Out, and Limited English Proficient beyond 5 years of weighting, for Districts that want MSA (IAC 289--6.3(3)"h") | Carla Schimelfenig carla.schimelfenig@iowa.gov |
| December 12 | December School Budget Review Committee (SBRC) Meeting | Tom Cooley tom.cooley@iowa.gov |
| December 15 | Dropout Verification Date | Margaret Hanson Margaret.Hanson@iowa.gov Rachel Kruse Rachel.Kruse@iowa.gov |
| December 15 | Last day to submit on-line application for modified supplemental amount for the next year's At-Risk, Returning Dropout/Dropout Prevention program due for districts that want MSA (257.40, IAC 289--6.3(3)"i") | Steve Crew steve.crew@iowa.gov Gary Schwartz gary.schwartz@iowa.gov |
| December 15 | Local Education Agency (LEA), Area Education Agency (AEA) and Nonpublic School Improvement Universal Desk Audit Items due in CASA (IAC 281 - 12 and 281 - 72) | Cindy Butler cindy.butler@iowa.gov |

Additional information at [Deadlines](#) or [Calendar](#).

AFFIRMATIVE ACTION POLICY

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, e-mail: OCR. Chicago@ed.gov

Offer and Teach FAQ

28I—IAC 12.5(5) addresses offer and teach requirements.

[Chapter 12 Rule Interpretation Matrix](#) page 41

- 1. When sharing courses with another district, must students from both districts be enrolled to meet Offer and Teach?**
Yes, districts using the course to meet offer and teacher requirements must have students enrolled, provide transportation, and ensure students are aware of the course offering. Students may need to be recruited for the class(es) to ensure enrollment.
- 2. May a class offered outside the scheduled bell time (i.e. Early Bird) meet Offer and Teach?** No
- 3. Can Algebra IA and Algebra IB be counted for Offer and Teach?** If Algebra I is offered, then no. If Algebra IA, IB and Algebra 1 are teaching the same standards, they are considered the same course and only count as 1 unit toward offer and teach requirements. The same would be true for other courses teaching the same standards and benchmarks.
- 4. May a teacher instruct 2 courses simultaneously?** Only foreign language units 3 and 4 unless the school meets competency based requirements.
- 5. Does enrolling students in PE only one semester or trimester per year meet offer and teach?** Only with an approved Chapter 12 Standards Exemption. Exemption is an annual requirement.
- 6. Do Independent Study courses meet Offer and Teach guidelines?** No, independent study courses do not meet the requirement of direct instruction.
- 7. Must Physics and Chemistry be offered each year?** No, they can be offered in alternate years.
- 8. Can health be offered on alternate days with PE and meet offer and teach?** If the total health instructional time is equal to 120 hours or more during the year, yes, it would count as 1 unit of health. If the total instructional time is equal to 60 hours during the year, then it would count as .5 unit.
- 9. “I only have a Spanish teacher for part of the day. Can they teach a Spanish 1/2 and Spanish 3/4?”** Only Spanish 3 and 4 may be taught simultaneously.
- 10. Do online courses meet offer and teach?** No, unless they are taught through Iowa Learning Online (ILO) with an approved waiver.
- 11. May an economics course taught by a teacher with a Career and Technical Education Business All endorsement qualify for social studies offer and teach?** No, a business endorsement allows the course to qualify for business offer and teach only.
- 12. May an animal science course taught by a teacher with a Career and Technical Education Agriculture endorsement qualify for a science credit through offer and teach?** Only if the teacher also holds a science endorsement. The district/school must select only one area for the course to qualify for offer and teach, either science or agriculture (based on appropriate teacher endorsement), not both.
- 13. Can a computer science class qualify for math offer and teach?** If the teacher holds an appropriate grade level mathematics license and the course contains math content.
- 14. We want to offer Spanish IV as a concurrent credit course, does it qualify for offer and teach?** No, concurrent credit courses do not qualify for offer and teach except for career and technical education courses.
- 15. Can a supervised study hall or lab that provides support to students in math or language qualify for offer and teach?** If the class is support for completing homework and not direct instruction with distinct standards and benchmarks, no.
- 16. Our district offers 8 units of Social Studies classes. This year we have students enrolled into 4 of those classes (units). Can we count all 8 units towards Offer and Teach?** No, only courses with students enrolled and taught count toward offer and teach.

Additional questions not necessarily offer and teach.

- 1. May students be exempt from PE if they participate in sports?** Check PE Guidance document on DE website. <https://www.educateiowa.gov/sites/files/ed/documents/PEGuidanceDocument.pdf>
- 2. May any teacher instruct Speech?** Only a teacher holding an endorsement in Speech and an endorsement for which the credit is given (i.e. for an English credit, a teacher must hold an English and Speech endorsement).
- 3. May a course titled Speech and described as speech be assigned a SCED code of communication?** No, course titles, descriptions and teacher endorsements must all align with SCED codes.
- 4. Is health a state graduation requirement?** One unit of health is a district offer and teach requirement. It is a local decision if districts require a health course for graduation