

CHAPTER 16  
IOWA SCHOOL FOR THE DEAF  
ORGANIZATION AND GENERAL RULES  
[Prior to 4/20/88, Regents, Board of[720]]

**681—16.1(262) Organization.**

**16.1(1) *Statement of mission.*** The mission of the Iowa School for the Deaf (ISD) has two primary components: to provide direct educational services to deaf and hard-of-hearing children and youth of the state of Iowa and to serve a leadership and resource role in statewide efforts to meet the needs of the deaf and hard of hearing. In fulfilling its stated mission, ISD will coordinate its efforts with all appropriate state agencies, area education agencies, and local education agencies. Such coordination will be accomplished in the spirit of cooperation reflected in the agreements with these agencies.

Consistent with various sections of the Iowa Code, the educational mission of the Iowa School for the Deaf is to provide an appropriate individual education program for deaf and hard-of-hearing children and youth who require the comprehensive programs provided by the school.

The educational programs of the Iowa School for the Deaf will be consistent with the philosophy, reflected in federal and state legislation, that disabled and nondisabled children and youth be educated together to the greatest extent possible. Thus, ISD assumes responsibility for providing an education for those deaf and hard-of-hearing children and youth, including those with additional disabilities, for whom the comprehensive educational programs of the school are most appropriate.

The educational programs of the Iowa School for the Deaf are based on the premise that the school exists to serve its students by providing a learning environment which, to the greatest extent possible, maximizes each child's potential to become a contributing member of society by enhancing the development of communication, knowledge, self-realization, human relationships, economic independence, and a sense of civic and social responsibility. The child-centered programs include learning activities and experiences that appropriately and specifically meet the needs of each child.

The scope of the educational program includes provisions for the deaf and hard of hearing from infancy through secondary education. Program formats include full-time residential, day school, summer and other short-term residential programs to meet specific needs, vocational, and on- and off-campus individual assessment and evaluation services. For residential students, activities and experiences on a 24-hour basis, not restricted to the traditional academic day, are an integral part of the program.

The Iowa School for the Deaf also serves as a state resource and dissemination center for education of the deaf and hard of hearing. In this role, the school has a central and vital mission in the statewide education of the deaf and hard of hearing and provides a resource center for educators, related field professionals, parents, the deaf and hard-of-hearing community, and all interested citizens. Such a role affords the opportunity for the community-at-large to draw upon the specialized programs and services available at ISD.

The Iowa School for the Deaf will make its special resources available to regent universities, area education agencies, local education agencies, and other public and private agencies. Resource services would provide support in such activities as:

1. Assessment, counseling, and educational planning for deaf and hard-of-hearing children and youth;
2. Programs for development of specialized communications skills;
3. Parent education;
4. Extended educational programming for deaf and hard-of-hearing adults;
5. Research;
6. Preservice and continuing education of teachers and related professionals;
7. Curriculum development and evaluation; and
8. Development and dissemination of instructional materials and technology.

Within the scope of the school's mission, future programs will be determined by the ongoing evaluation of existing programs and an analysis of developing needs. Programs will be added, curtailed, or eliminated based on assessment of need and the most effective use of resources. The school remains

flexible so as to respond quickly and effectively to unmet needs of deaf and hard-of-hearing children and youth of Iowa.

**16.1(2) Officers.** The school has two statutory officers: the superintendent and the secretary-treasurer.

The superintendent is the chief administrative officer of the school and has such authority and duties as delegated by the board of regents.

The secretary-treasurer is responsible for nonfaculty personnel, investments, financial transactions, financial records, maintenance of facilities and related services as delegated by the superintendent. The secretary-treasurer is also designated as business manager.

The superintendent has nominated and the board of regents has appointed a director of business operations, a director of student life, and a director of facilities.

**16.1(3) Organization.** The academic mission of the school is principally carried out through its elementary, middle school, and high school departments.

**16.1(4) Communications.** Written and personal inquiry, submissions and requests should be addressed to the Office of the Superintendent, Iowa School for the Deaf, 3501 Harry Langdon Blvd., Council Bluffs, Iowa 51503-7898, or the office of the Board of Regents, 11260 Aurora Avenue, Urbandale, Iowa 50322-7905.

Generally, inquiries, submissions and requests by the public may be submitted by informal letter. However, application for some purposes is to be made on a specified form. A list of the forms, general description, and the address where they may be obtained are found at 681—16.6(262).

This rule is intended to implement Iowa Code section 270.3.  
[ARC 9962B, IAB 1/11/12, effective 2/15/12; ARC 5951C, IAB 10/6/21, effective 11/10/21]

**681—16.2(262) Petition regarding rules.** Rescinded IAB 12/15/99, effective 1/19/00.

**681—16.3(262) Petition for declaratory ruling.** Rescinded IAB 12/15/99, effective 1/19/00.

**681—16.4(262) Rule adoption—opportunity for oral presentation.** Rescinded IAB 12/15/99, effective 1/19/00.

**681—16.5(262) Contested cases.** Rescinded IAB 12/15/99, effective 1/19/00.

**681—16.6(262) Forms.** The school uses the following forms in its relations with the public. They are available from the superintendent's office, Iowa School for the Deaf, 3501 Harry Langdon Blvd., Council Bluffs, Iowa 51503-7898.

Application for student admission

Facilities Request Form

Employment—application for employment

This rule is intended to implement Iowa Code section 262.7.  
[ARC 9962B, IAB 1/11/12, effective 2/15/12]

**681—16.7(262) Contracting authority.** The board of regents has delegated to the superintendent authority to make contracts and agreements as specified in the regents policy manual. The superintendent has delegated authority for signing such agreements and contracts to the business manager in all cases except the following:

1. Employment matters involving directors, principals, and faculty are reserved to the office of the superintendent.

2. Application for grants for educational development and research from all sources are signed by the superintendent.

3. Supplies, equipment, and services to be ordered from sources outside the school in compliance with board of regents rules, 681—Chapter 8, are purchased only by means of purchase orders or

purchase contracts approved and signed by the business manager and based on requisitions submitted to the business manager.

This rule is intended to implement Iowa Code section 262.9.  
[ARC 5951C, IAB 10/6/21, effective 11/10/21]

**681—16.8(262) Transportation.** Transportation from the institution to the residence of the parents or guardians and return to the institution for children enrolled in the Iowa School for the Deaf shall be reimbursed or provided as follows:

1. Transportation or transportation reimbursement at a rate to be established annually by the state board of regents shall be provided to the parents or guardians of children who reside in the Council Bluffs area but do not live at the school and travel daily to the school.

2. Transportation for children who attend the school and live outside the Council Bluffs area shall be provided in accordance with special education law.

This rule is intended to implement Iowa Code section 262.7.  
[ARC 9962B, IAB 1/11/12, effective 2/15/12]

**681—16.9(262) General rules.**

**16.9(1)** Salespersons or agents for any product, proposition, or cause are prohibited from soliciting employees or students in any building or part of the school property, except with the permission of the superintendent.

**16.9(2)** Permission is given by the superintendent for the solicitation of employees by charitable organizations under all of the following circumstances:

*a.* The charitable organization presents documentation of its tax-exempt status as provided in Section 501(C)(3) of the Internal Revenue Code.

*b.* The solicitation is conducted through the school's campus mail system or once a year through an on-campus coordinated campaign of all eligible organizations meeting the conditions and giving written notice to the school of the desire to participate at least 120 days prior to the campaign period.

*c.* The organization may be expected to pay the administrative and out-of-pocket costs associated with using the campus mail system or other school facilities.

*d.* The solicitation by any one charitable organization may occur once in any calendar year.

*e.* No solicitation using the school's facilities may occur except as described above; however, any eligible charitable organization may arrange to conduct information sessions at which no solicitation occurs, at times and places and in a manner the school deems reasonable.

*f.* Any eligible charitable organization acting pursuant to the authority of this rule may also make use of the payroll deduction system described in Iowa Code sections 70A.14 and 70A.15, if qualified under the terms of those provisions.

This rule is intended to implement Iowa Code sections 70A.14, 70A.15, and 262.9.

[Filed 10/2/75, Notice 8/25/75—published 10/20/75, effective 11/24/75]

[Filed emergency 8/13/80—published 9/3/80, effective 8/15/80]

[Filed emergency 8/29/80—published 9/17/80, effective 8/29/80]

[Filed 8/28/80, Notice 2/20/80—published 9/17/80, effective 10/22/80]

[Filed 3/29/88, Notice 2/10/88—published 4/20/88, effective 5/25/88]

[Filed 9/30/88, Notice 8/10/88—published 10/19/88, effective 1/18/89]

[Filed 5/25/89, Notice 3/22/89—published 6/14/89, effective 7/19/89]

[Filed 5/19/95, Notice 4/12/95—published 6/7/95, effective 7/12/95]

[Filed 11/23/99, Notice 4/7/99—published 12/15/99, effective 1/19/00]

[Filed ARC 9962B (Notice ARC 9823B, IAB 11/2/11), IAB 1/11/12, effective 2/15/12]

[Filed ARC 5951C (Notice ARC 5699C, IAB 6/16/21), IAB 10/6/21, effective 11/10/21]