

**681—15.1(262) Organization.**

**15.1(1) *Statement of mission.*** The mission of the Iowa Braille and Sight Saving School (IBSSS) has two primary components: to provide direct educational services to visually impaired 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 visually impaired. In fulfilling its stated mission, IBSSS 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 the various sections of the Iowa Code, the educational mission of the Iowa Braille and Sight Saving School is to provide an appropriate individual education program for visually impaired children and youth who require the comprehensive programs provided by the school.

The educational programs of the Iowa Braille and Sight Saving School will be consistent with the philosophy, reflected in federal and state legislation, that handicapped and nonhandicapped children and youth be educated together to the greatest extent possible. Thus, IBSSS assumes responsibility for providing an education for the visually impaired, including those with additional handicaps, for whom the comprehensive educational programs of the school are most appropriate.

The educational programs of the Iowa Braille and Sight Saving School 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 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 visually impaired from infancy through secondary education. Program formats include full-time residential, day school, summer and other short-term residential programs to meet specific needs, 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 Braille and Sight Saving School also serves as a state resource and dissemination center for education of the visually impaired. In this role, the school has a central and vital mission in the statewide education of the visually impaired and provides a resource center for educators, related field professionals, parents, and all interested citizens. Such a role affords the opportunity for the community-at-large to draw upon the specialized program and services available at IBSSS.

The Iowa Braille and Sight Saving School 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 visually impaired children and youth;
2. Programs for development of specialized skills;
3. Parent education;
4. Instruction in orientation and mobility;
5. Research;
6. Preservice and continuing education of teachers and related professionals;
7. Consultative services to other professionals;
8. Curriculum development and evaluation; and
9. Development, use, 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 visually impaired children and youth of Iowa.

**15.1(2) *Officers.*** The school has two statutory officers: the superintendent and the secretary-treasurer (business manager).

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 (business manager) is responsible for investments, financial transactions, financial records, maintenance of facilities and related services as delegated by the superintendent.

The superintendent has nominated, and the board of regents has appointed, a director of education.

The director of education is the chief administrative officer of the instructional department.

**15.1(3) *Organization.*** The mission of the school is carried out through the regular academic programs, the special curriculum program, and outreach services.

**15.1(4) *Communications.*** Written inquiries, personal inquiries, submissions, and requests should be addressed to the Office of the Superintendent, Iowa Braille and Sight Saving School, Vinton, Iowa 52349, or the office of the Board of Regents, Old Historical Building, Des Moines, Iowa 50319. In general, inquiries, submissions and requests by the public may be submitted via informal letter. However, application for a particular purpose is to be made on a specified form. A list of these forms and the address where they may be obtained is found in 15.6(262).

**15.1(5) *School manual for employees.*** The school manual for employees contains the policies governing the internal administrative operation of the school. It is available for public inspection in the school's business office, superintendent's office, the personnel office, and in the office of the state board of regents.

This rule is intended to implement Iowa Code section 269.1.