



# GS Bulletin board

**October 24, 2008**

Internal Weekly Announcements  
for Grant Wood Area Education  
Agency Staff and Board

## Mark Your Calendars

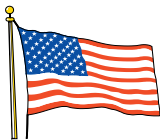
- Oct. 28** 403b Plan Information session  
4-5:30 p.m./33rd Ave./Room 214  
Advisors from RIC 403b providers,  
Room 215
- Oct. 28** ELL Support Group Meeting  
4-5:30 p.m./33rd Ave./Rm. 221
- Nov. 2** Daylight Savings Time Ends - Fall  
back 1 hour
- Nov. 4** Election Day
- Nov. 26** Agency closes at 3 p.m.
- Nov. 27** Thanksgiving Holiday
- Nov. 28** Agency closed

## Announcements

•A preliminary version of the **2008-2009 Area 10 Education Directory** is available online at <http://www.aea10.k12.ia.us/catalogs/eddir08-09temporary.pdf>. We are waiting for additional updates at this time and are hopeful to have the directory finished very soon. Thank you for your patience.

•The **2008-2009 Child Check dates** are available online at [www.aea10.k12.ia.us/div-learn/childcheck.html](http://www.aea10.k12.ia.us/div-learn/childcheck.html).

•Adidas needs to have the entire 33rd Avenue parking lot available to them the weekend of Oct. 25-26. If you come in to the office that weekend, please park in The Elks parking lot. Thank you.



**GRANT WOOD**  
AREA EDUCATION AGENCY

## LOFT Facilities Project Team Provides Opportunity to Preview a Sample Office Configuration at 6th Street

Beginning Monday, Oct. 27 and continuing through the business day on Friday, Nov. 14, the area that housed the Northeast Regional Administrators and hearing staff will be open during the work day for any and all staff to stop by and view a potential configuration of second floor office space. This space was designed as a way to help the LOFT Facilities Project Team to understand the flexibility available to them utilizing our existing furniture. After viewing the space, the team felt it was important to open the space to all staff to view and see first-hand before proceeding any further. The space was created in accordance to the design criteria established by the Facilities Project Team after careful consideration of the LOFT goals and specifications submitted by staff in 2007.

There have been rumors that this sample set-up is THE configuration for the second floor and that it is already decided. The truth is this: the space was set-up to display a potential option for meeting the criteria from LOFT. The configuration is NOT "the" configuration or design that will define the second floor and it is NOT already decided. The LOFT Facilities Project Team worked this past week on generating ideas and possible designs that have the best hope of meeting the needs of the variety of work and worker needs in the Agency. This work will continue over the next couple of months and staff will continue to have opportunities to share their needs and wishes moving forward.

To view the space, simply sign in at the receptionist desk in the 6th Street facility and proceed to the space. At the sample space you will be provided documents that describe the space and how it was designed in accordance to an initial set of criteria. Mike Kiely or Trace Pickering will be happy to visit with you about the space if they are in the building and available at the time you are there to see the space. Please also remember to contact a LOFT Facilities Project Team member with any questions you may have.

### 6th Street Building Construction Update

It is anticipated that bidding on reconstruction of the first floor will begin in the next few weeks with Board approval of successful bidders to begin occurring at the December board meeting. If this schedule can be met, construction would begin in earnest in early 2009. Once the bidding process is complete, we will have a construction timeline that can be communicated. Once the final plans are complete, we will make the blueprint of the first floor available for viewing.

## NOTICE TO STAFF: COMPUTER VIRUS

If you receive emails from anyone you don't recognize, with attachments, please **DO NOT OPEN THEM!** The attachment is a VIRUS! Some of these emails may look somewhat legitimate by using your name in the subject line, but they're not. **Delete the email**, and delete it out of your deleted file folder.

## Student Trip to New York

An educational trip to New York City has room for several more middle school students (parents welcome also). This is a four-day all-inclusive trip arranged by WorldStrides, the educational touring organization. The trip is this summer, June 21-24, 2009. The itinerary includes many historical sites throughout Manhattan (Ellis Island, Wall St., Ground Zero, Central Park, Times Square, Radio City, Rockefeller Center, etc.) as well as attending a Broadway play. For details contact Jenny Flieder prior to the end of October at (319) 377-9401 or 373-0071 ext.4436.

## Thank You!

I want to thank everyone for all of your kindness since my father passed away. I truly appreciate all the cards, telephone calls, gifts, and visits from my colleagues! I am very fortunate to work with such a fantastic group! Thanks again.

*Jill Weigel*

## Our Sympathy

•to **Julie Barnd, School Social Worker**, whose father, Grant Price, passed away Friday, October 17. He was from Waterloo.

## Professional Development Opportunities

- 10/29/08** Data Tools for Autism Spectrum Disorders
- 10/30/08** Community Agency Resource Fair Community Partners
- 11/4/08** Emergent Literacy: Fostering Reading Success During the Earliest Years of Schooling
- 11/6/08** PowerPoint Basics
- 11/11/08** Section 504 Plans
- 11/17/08** CBE Social Emotional Behavioral
- 11/17/08** CISM Group Crisis Intervention
- 11/18/08** A Review of IEP Documentation & Processes for AEA and LEA Staff
- 11/18/08** Working with Clip Art
- 11/24/08** Coping with Change in the Workplace
- 11/25/08** IEC Scholastic Iowa Tour

For location, more information, or to register, go to the Professional Development web page.

## October Chair Massage Schedule

Terri Nicol, a Licensed Massage Therapist, and former GWAEA employee, has been coming and doing chair massages for us.

Massages cost just \$10. Appointments will be made in 20 minute increments but your massage will be 15 minutes in length. Some staff may need to get approval from their supervisor to adjust their break times so they can participate.

33rd Avenue Facility  
Thursday, October 30

The following time slots are still available:

Morning-10:40 and 11:00

Afternoon-12:40, 1:00, 1:20, 1:40

To schedule, contact Karen Michalec at [kmichalec@gwaea.org](mailto:kmichalec@gwaea.org) or at Ext. 6415.

## Buy, Sell, Trade...

**FOR SALE:** Broyhill sofa. Frame and cushions in good shape, but needs to be recovered. Best offer. Call Susie at Ext. 6775.

**WANTED:** Paper towel rolls for a social event for students' families served by the itinerant teachers of the deaf and hard of hearing. Please drop off in the plastic tub in the entry way of the side (staff) entrance at the 33rd Ave. building in Cedar Rapids by Wednesday, Nov. 12. Any questions, contact Kathy Wilson (Ext. 6839) or your favorite itinerant. Thanks!

**WANTED TO BORROW:** Karaoke machine for use during a holiday party for visually impaired students. Please email Lori Graham at [lgraham@gwaea.org](mailto:lgraham@gwaea.org) or call Ext. 2116.

**FOR RENT:** Two bedroom, one bath condo in north Coralville (off Holiday Road). Washer/Dryer, one car garage. Option: partially furnished. Rent: \$850/mo. (includes condo association fees). Call Kris or Jim at (319) 339-0074.

**WANTED:** Pink Yoplait yogurt lids to help find a cure for breast cancer. Please put in the containers in your building break room or van mail them to Stacy Murphy at 33rd Ave.

**Bulletin Board** is published and distributed weekly to all GWAEA staff and Board members.

Buy, Sell or Trade items will be run for 2 weeks. Staff wishing to submit items should do so by Wed. of the week they wish the item to be printed. Send to Karen Michalec, Editor.

When submitting news, please remember that agency staff work in a variety of locations, and it may take two weeks to reach them with printed material.

Please note: the **Bulletin Board** is posted on the agency's Web site. We recommend you use your office or voice mail phone number instead of your home telephone number for any items listed in this newsletter.

Grant Wood Area Education Agency extends equal opportunities in its employment practices, educational programs and services, and does not discriminate on the basis of color, gender, race, national origin, religion, creed, age, sexual orientation, gender identity, marital status, disability, veteran status or as otherwise prohibited by law. If you believe you or your child has been discriminated against or treated unjustly, please contact the Agency's Equity Coordinator, Maria Cashman, at 319-399-6647 or 1-800-332-8488 or TDD 319-399-6766, Grant Wood AEA, 4401 Sixth St SW, Cedar Rapids, IA 52404.

**VACANCIES  
2008-2009**

**CONTRACTED**

<b>Curriculum Consultant Science</b> (33 <sup>rd</sup> Ave/Northeast Region) (33 <sup>rd</sup> Ave/Northeast Region)		<b>(1.4)</b> (.4) (1.0)
<b>Early Education Specialist</b> (Northern Facility/Agency-wide)		<b>(1.0)</b>
<b>Physical Therapist</b> (Northern Facility/Northwest Region)		<b>(.2)</b>
<b>School Social Worker</b> (Northern Facility/Northeast Region)	<b>(Closing date: October 31, 2008)</b>	<b>(.6)</b>
<b>Speech-Language Pathologist</b> (Agency-wide/Southwest Region)		<b>(1.0)</b>

**SALARIED**

<b>Programmer</b> (Northern Facility/IMS)	<b>(Closing date: October 31, 2008)</b>	<b>(1.0)</b>
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**CLASSIFIED**

<b>Paraeducator/Autism</b> (33 <sup>rd</sup> Ave/Central Region) (33 <sup>rd</sup> Ave/Central Region)	<b>(Closing date: October 31, 2008)</b> <b>(Closing date: November 7, 2008)</b>	<b>(1.5)</b> (1.0) (.5)
(20 hours/week; year round)		
<b>Paraeducator</b> (Off-Site/AWARE) (Off-Site/AWARE) (Off-Site/BLC) (Off-Site/LIFESKILLS) (37.5 hours/week; school year)	<b>(Closing date: October 24, 2008)</b> <b>(Closing date: October 24, 2008)</b> <b>(Closing date: October 24, 2008)</b> <b>(Closing date: October 24, 2008)</b>	<b>(.72)</b> <b>(.72)</b> <b>(.72)</b> <b>(.72)</b>
<b>Superintendent, Building &amp; Grounds</b> (Northern Facility/Building & Grounds)	<b>(Closing date: November 7, 2008)</b>	<b>(1.0)</b>
<b>Technology Systems Technician</b> (Northern Facility/Technology Center)	<b>(Closing date: November 7, 2008)</b>	<b>(1.0)</b>

**ASSIGNMENT OPENINGS**

In addition to the vacancy posting, assignment openings may also be available to contracted staff members for a period of five days. For a listing of those assignment openings, staff may call voicemail box x6302. (In-house: 6555, x6302; Cedar Rapids calling area: 399-6555, x6302; WATS line: 1-800-798-9771, x6302). Staffs wishing to be considered for a change in assignment are to submit the request in writing to both the identified Regional Administrator and the Associate Administrator.

(For further information regarding assignment requests, please see Article 10, Paragraph D, of the Master Agreement for Contacted Staff)