

**MEMORANDUM**

**To:** Board of Regents  
**From:** Board Office  
**Subject:** Approval of Revised ISD Employee Handbook  
**Date:** January 31, 2000

**Recommended Actions:**

1. Approve the revised Employee Handbook for all staff at Iowa School for the Deaf; and
2. Approve a revision in the Regent Procedural Guide §4.23(B) reflecting a change in the probationary period for teachers.

**Executive Summary:**

The Iowa School for the Deaf Employee Handbook has been under review for two years. The Board Office and Special Assistant Attorney General Diane Stahle have provided counsel to the School in revising the handbook to make it consistent with state and federal employment law. The handbook, a full copy of which is contained in the Regent Exhibit Book, is now ready for Board approval.

The review of the ISD handbook caused the Board Office to review the State's continuing contract law for K-12 schools. That law was modified in 1998 and the probationary period for teachers was extended from two years to three years. With approval of this item, the Board Office will modify the Procedural Guide to reflect this change in the law.

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Charles Wright

Approved: \_\_\_\_\_  
Frank J. Stork