

STATE OF IOWA
BOARD OF EDUCATIONAL EXAMINERS

Grimes State Office Building – 400 E.14th St.
Second Floor State Board Room
Des Moines, IA 50319-0147

2016-2017 BoEE Goals

- Goal 1: The Board will continue to recommend a plan to require ongoing ethics training for all licensees.
- Goal 2: The Board will develop rules for practitioner licensure that maintain high standards, are research based, provide flexibility in attainment, and provide support for school districts including recruitment and retention in special education and other shortage areas.
- Goal 3: The Board will continue to implement a communication plan for the dissemination of information to its constituent groups including the use of social media and electronic communication.

Board Meeting

Friday, November 4, 2016

AGENDA

TIMES ARE APPROXIMATE

7:30 a.m. Professional Practices Committee – State Board Room

8:30 a.m. Executive Committee – Conference Room 3SW

9:00 a.m. Call Meeting to Order

Approve the Agenda

Tab A

Consent Agenda

- a. Minutes from October 7, 2016 board meeting

Tab B

Professional Practices - Licensee Discipline – Closed Session – Board Members Only (roll call)

Open Session

- a. Results of closed session announced
- b. Approve closed session minutes from October 7, 2016 board meeting
- c. Reinstatement(s)
 - 1. Case No. 15-148 Ted E. Larson

Communication from the Public

Board Communications

- a. Board Member Reports
- b. Legislative Update – Phil Wise
- c. Executive Director’s Report
 - 1. Financial Update
 - 2. Licensing System Update
 - 3. Professional Practices Institute (PPI)
 - 4. Legislative Platform
 - 5. Legislative Reception – January 12, 2017
 - 6. BoEE Website Training – Joanne Tubbs

Tab C

- 11:00 a.m. Stakeholder Presentation
Dr. Jeff Weld, Executive Director, Iowa Governor's STEM Advisory Council
- 12:05 p.m. Lunch for Board Members
- Rules [Iowa Administrative Code – Chapter 282 (272)]
- a. Adopt
 - 1. None
 - b. *ARRC Review Pending*
 - 1. None
 - c. *Notice*
 - 1. None
 - d. *Items for Discussion*
 - 1. IAC 282 Chapter 13 – Requirements for exchange licenses, early childhood and multioccupations **Tab D**
 - 2. IAC 282 Chapters 13, 22, and 27 – Ethics training as a requirement for standard license **Tab E**
 - 3. IAC 282 Chapter 24 – Paraeducator preparation requirements **Tab F**
- Waivers
- 1. None
- Reports/Approvals
- 1. 2016 Licensure Renewal Annual Report – Dr. Linda Espey **Tab G**
- 2:00 p.m. Adjournment

Upcoming Meetings

Wednesday, December 7, 2016, telephonic – if needed

Thursday, January 12, 2017

- **Legislative Reception (Capitol Rotunda), 7:30 a.m.**
- **Board Meeting (Grimes Building, State Board Room), 9:00 a.m.**

1 Kathy Behrens moved, with a second by Jay Prescott that in **case number 16-112**,
2 the Board find probable cause to establish a violation of the following provisions of the
3 Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(4)(e), and order this
4 case set for hearing. Roll call vote: Behrens – yes; Hill – yes; Overholtzer – yes; Pattee
5 – yes; Prescott – yes; Schmidt – yes; Schoening – recused; Yedlik – yes. **MOTION**
6 **CARRIED.**

7
8 Jay Prescott moved, with a second by Erin Schoening, that in **case number 16-102**,
9 the Board find that the evidence gathered in the investigation, including witness
10 statements and the documentary evidence, does not substantiate the allegations in the
11 complaint, and that the Board therefore lacks probable cause to proceed with this
12 matter. **MOTION CARRIED UNANIMOUSLY.**

13
14 Erin Schoening moved, with a second by Kathy Behrens, that in **case number 15-**
15 **195**, the Board find probable cause to establish a violation of the following provisions
16 of the Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(1)(b)(2),
17 25.3(1)(e)(1) and 25.3(6)(c) and (d), and order this case set for hearing. **MOTION**
18 **CARRIED UNANIMOUSLY.**

19
20 Kathy Behrens moved, with a second by Erin Schoening, that in **case number 16-95**,
21 the Board find that, although one or more of the allegations in the complaint may be
22 substantiated by the witnesses interviewed in the course of the investigation [and/or]
23 the documents gathered in the course of the investigation, and the allegations may
24 constitute a technical violation of the board’s statute or administrative rules; the
25 evidence before the board indicates that adequate steps have been taken to remedy
26 the violation and to ensure that incidents of a similar nature do not occur in the
27 future. The Board will not pursue formal disciplinary action in this matter. **MOTION**
28 **CARRIED UNANIMOUSLY.**

29
30 Jay Prescott moved, with a second by Kathy Behrens, that in **case number 16-98**, the
31 Board find that, although one or more of the allegations in the complaint may be
32 substantiated by the witnesses interviewed in the course of the investigation [and/or]
33 the documents gathered in the course of the investigation, and the allegations may

1 constitute a technical violation of the board’s statute or administrative rules; the
2 evidence before the board indicates that the alleged violation was an isolated incident
3 and adequate steps have been taken to remedy the violation and to ensure that
4 incidents of a similar nature do not occur in the future. The Board will not pursue
5 formal disciplinary action in this matter. Roll call vote: Behrens – yes; Hill – yes;
6 Overholtzer – yes; Pattee – yes; Prescott – yes; Schmidt – yes; Schoening – recused;
7 Yedlik – yes. **MOTION CARRIED.**

8
9 Erin Schoening moved, with a second by Kathy Behrens that in **case number 16-30**,
10 the Board find probable cause to establish a violation of the following provisions of the
11 Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(1)(c) and
12 25.3(1)(e)(4), and order this case set for hearing. **MOTION CARRIED**
13 **UNANIMOUSLY.**

14
15 Jay Prescott moved, with a second by Kathy Behrens that in **case number 16-73**, the
16 Board find probable cause to establish a violation of the following provisions of the
17 Code of Professional Conduct and Ethics, 282 IAC –Chapter 25.3(3)(e), and order this
18 case set for hearing. Roll call vote: Behrens – yes; Hill – yes; Overholtzer – yes; Pattee
19 – yes; Prescott – yes; Schmidt – yes; Schoening – yes; Yedlik – recused. **MOTION**
20 **CARRIED.**

21
22 Kathy Behrens moved, with a second by Jay Prescott that in **case number 16-94**, the
23 Board find probable cause to establish a violation of the following provisions of the
24 Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(3)(e) and 25.3(4)(b)
25 and (e), and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

26
27 Erin Schoening moved, with a second by Jay Prescott that in **case number 16-119**,
28 the Board find probable cause to establish a violation of the following provisions of the
29 Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(2)(b), and order this
30 case set for hearing. Roll call vote: Behrens – recused; Hill – yes; Overholtzer – yes;
31 Pattee – yes; Prescott – yes; Schmidt – yes; Schoening – yes; Yedlik – yes. **MOTION**
32 **CARRIED.**

1 Erin Schoening moved, with a second by Kathy Behrens, that the Board accept the
2 respondent's waiver of hearing and voluntary surrender in case number 15-09, and
3 that the Board issue an order permanently revoking the license with no possibility of
4 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

5
6 Jay Prescott moved, with a second by Erin Schoening, that the Board accept the
7 respondent's waiver of hearing and voluntary surrender in case number 16-56, and
8 that the Board issue an order permanently revoking the license with no possibility of
9 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

10
11 Kathy Behrens moved, with a second by Jay Prescott, that the Board accept the
12 respondent's waiver of hearing and voluntary surrender in case number 16-132, and
13 that the Board issue an order permanently revoking the license with no possibility of
14 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

15
16 Jay Prescott moved, with a second by Erin Schoening, that in case no 16-93, the
17 Board accept the agreement submitted by the parties, and issue an Order
18 incorporating the agreement of the parties and imposing the agreed upon sanction.
19 **MOTION CARRIED UNANIMOUSLY.** (Jordan Esbrook left the room during the
20 discussion of this case in closed session.)

21
22 Kathy Behrens moved, with a second by Erin Schoening, that the Board not initiate
23 review of the proposed decision in case number APP 16-10, In the Matter of Justin
24 Dannelly, and allow the proposed decision to become the final decision of the Board
25 unless an appeal is taken by one of the parties within the time allowed by rule.
26 **MOTION CARRIED UNANIMOUSLY.** (Jordan Esbrook left the room during the
27 discussion of this case in closed session.)

28
29 Erin Schoening moved, with a second by Jay Prescott, to extend the 180-day deadline
30 for issuance of the final decision in case number 16-88, based upon the need to
31 schedule the hearing and the need to review the proposed decision. **MOTION**
32 **CARRIED UNANIMOUSLY.**

1 Erin Schoening moved, with a second by Jay Prescott, that the Board approve the
2 closed session minutes for August 5, 2016 and September 7, 2016. **MOTION**
3 **CARRIED UNANIMOUSLY.**

4
5 Communication from the Public

6 None.

7
8 Board Member Reports

9 Andy Pattee thanked Dr. Lebo for attending the AEA 267 (in Cedar Falls)
10 superintendents meeting. She did a wonderful job meeting the superintendents and
11 sharing updates regarding the work of the BoEE staff and board.

12
13 Mary K. Overholtzer thanked Dr. Lebo for her visit to Winterset Community School
14 District.

15
16 Legislative Update

17 None. Phil Wise was unable to attend the meeting.

18
19 Executive Director's Report

20 Cindy Diehl Yang, Director of the Center for Educational Transformation (CET),
21 provided information to the board about CET. Established in 2012 by the Iowa Board
22 of Regents and based at the University of Northern Iowa, the CET is a collaborative
23 designed to transform PreK-12 education in Iowa and nationwide by conducting and
24 disseminating research on emerging and critical educational issues.

25
26 Dr. Lebo reviewed the financial report.

27
28 New licensure system update: Jeff DeBruin updated the Board regarding the new
29 licensing system (Frontline). We are expecting to hear back from Frontline near the
30 end of the month regarding the changes we need to push out the renewal applications
31 which we hope to have online by the end of November. Iowa college recommendations
32 may be on by the end of December.

1 Legislative Platform: Dr. Lebo is having conversations with the Governor’s Office as far
2 as what we are looking for and what things we will be asking for during the 2017
3 legislative session. Changes in mandatory reporting of certain ethics violations;
4 discussion around the fees.

5
6 District Visits: Dr. Lebo finds these wonderful and helpful. Representing the board at
7 this level you learn how things are done in different districts. There are amazing
8 things being done for students in the various districts.

9
10 Board member Tom Buckman submitted his resignation and we are working with the
11 Governor’s Office (Boards and Commissions) to find a replacement.

12
13 At our November 4th board meeting, Dr. Lebo will give a “mini” presentation/training of
14 the BoEE website as far as what resources are available.

15
16 Stakeholder Presentation

17 Iowa BIG – Trace Pickering, Administrator – Iowa BIG was created by the community
18 via an effort of The Gazette Company in 2012-13. The community developed the
19 criteria for a school that would deliver on things they deemed critical. The core design
20 criteria established for Iowa BIG by the community were: Passion, Projects (Authentic)
21 and Community.

22
23 Waukee’s APEX Program – Michelle Hill, Director and Kirk Johnson, Associate
24 Superintendent, School Improvement – Through a collaboration of education,
25 business and the community, Waukee Aspiring Professional experience (APEX)
26 develops highly skilled, adaptable, global innovators and leaders. Waukee APEX
27 draws on the knowledge and expertise of business leaders to bring real world
28 application into the comprehensive high school experience. Through inquiry-based
29 learning and authentic projects and experiences, students add value to business
30 partners while exploring passions and career possibilities identified by economic
31 trends within our metro area and state.

32
33 Darcy Hathaway provided the board with a review of the rules process.

1 Rules

2 Adopt:

3 Larry Hill moved, with a second by Sara Yedlik, to adopt the proposed changes to IAC
4 282 Chapters 13 and 22 – Transitional coaching authorization and CPR requirement
5 (ARC 2690C). **MOTION CARRIED UNANIMOUSLY.**

6

7 Larry Hill moved, with a second by Mary K. Overholtzer, to adopt the proposed
8 changes to IAC 282 Chapter 13 – Specific requirements for a standard license (ARC
9 2689C). **MOTION CARRIED UNANIMOUSLY.**

10

11 ARRC Review Pending

12 None.

13

14 Notice:

15 None.

16

17 Items for Discussion

18 IAC 282 Chapter 13 – Requirements for exchange licenses, early childhood and
19 multioccupations. The proposed updates would: add an additional year to the
20 regional-exchange license to allow more time for applicants to complete required
21 coursework; strike language removing old language for endorsement 100 PK-3
22 Including Special Education; and, update the coursework and work experience
23 requirements for the multioccupational endorsement. Discussion will continue.

24

25 IAC 282 Chapters 13, 22, and 27 – Ethics training as a requirement for standard
26 license. One of the paramount goals of the Board is to create clear guidelines and
27 expectations for code of conduct and ethics education for educators. This series of
28 revised changes will allow educators to complete current and relevant training as a
29 condition of transitioning from an initial to a standard license or authorization.
30 Chapter 272.2 also states that the Board shall provide this training to any person who
31 holds a license, certificate, authorization, or statement of professional recognition.
32 Discussion will continue.

33

1 IAC 282 Chapter 24 – Paraeducator preparation requirements. Recommendations for
2 changes are based on a review of current national standards and expectations in the
3 field. Changes are based on input from Iowa’s paraeducator preparation programs,
4 Iowa Department of Education staff, teachers, administrators and practicing
5 paraeducators. Discussion will continue.

6
7 Petitions for Waiver

8 Larry Hill moved, with a second by Kathy Behrens, that in **PFW 16-13 Steven**
9 **Robinson**, the Board deny the waiver. Reasons for denial: The Board received a
10 Petition requesting a waiver of the rule for the administrator license. See 282 IAC
11 18.4(1)(272). Mr. Robinson is licensed as a school administrator in Tennessee. He
12 has recently relocated to Iowa and has started work as an administrator for Ankeny
13 Christian Academy. This position does not require an Iowa administrator license.
14 Mr. Robinson applied for an Iowa administrator license on June 21, 2016. His
15 application was denied because Iowa Administrative Code requires applicants for
16 administrative licensure to hold or be eligible to hold an Iowa teaching license. Mr.
17 Robinson is not eligible for an Iowa teaching license because the teacher preparation
18 program he completed at Tennessee Temple is not regionally accredited. Denial of the
19 waiver would not prevent Mr. Robinson from continuing to serve in his current
20 position. Also, Department of Education staff present at the board meeting explained
21 that Mr. Robinson may be able to obtain administrative licensure by transferring
22 credits to a regionally accredited institution in Iowa. Therefore, application of the rule
23 would not pose an undue hardship. The petition did not cite any similar waivers
24 granted in the past. The board found that granting the waiver could result in
25 substantial prejudice to the legal rights of in-state applicants. The requirement of
26 regional accreditation for in-state candidates is found in Iowa Code and therefore
27 cannot be waived by the board. Statutory authority and protection of public health,
28 safety, and welfare: The Board did not specifically address these factors, having found
29 the petition did not satisfy the first two required factors. Roll call vote: Behrens – yes;
30 Carroll – yes; Hill – yes; Overholtzer – no; Pattee – yes; Schmidt – yes; Schoening – yes;
31 Yedlik – yes. **MOTION CARRIED.**

1 Reports/Approvals

2 The Board reviewed the Semi-Annual Waiver Report (July 30, 2016) provided by Darcy
3 Hathaway.

4

5 Professional Practices Institute (PPI) will be held in Des Moines this year – October 26-
6 28. Board members (Larry, Mary K., Erin, Dan, Katherine and Kathy), Greg
7 Horstmann, Darcy Hathaway, Dr. Lebo and Jordan Esbrook will be attending.

8

9 There being no further business, Erin Schoening moved, with a second by Mary K.

10 Overholtzer to adjourn the meeting. Meeting adjourned at 1:00 p.m. **MOTION**

11 **CARRIED UNANIMOUSLY.**

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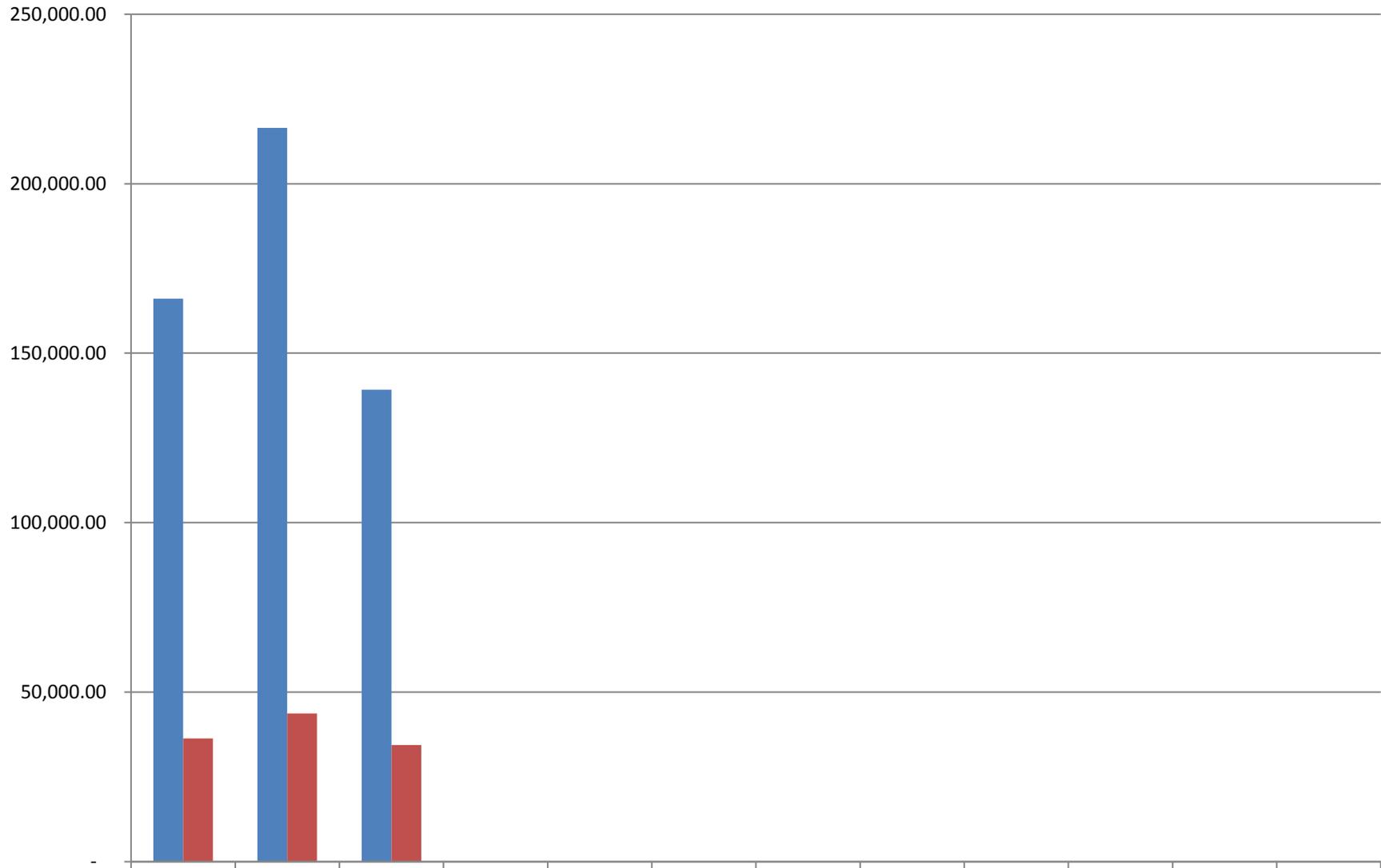
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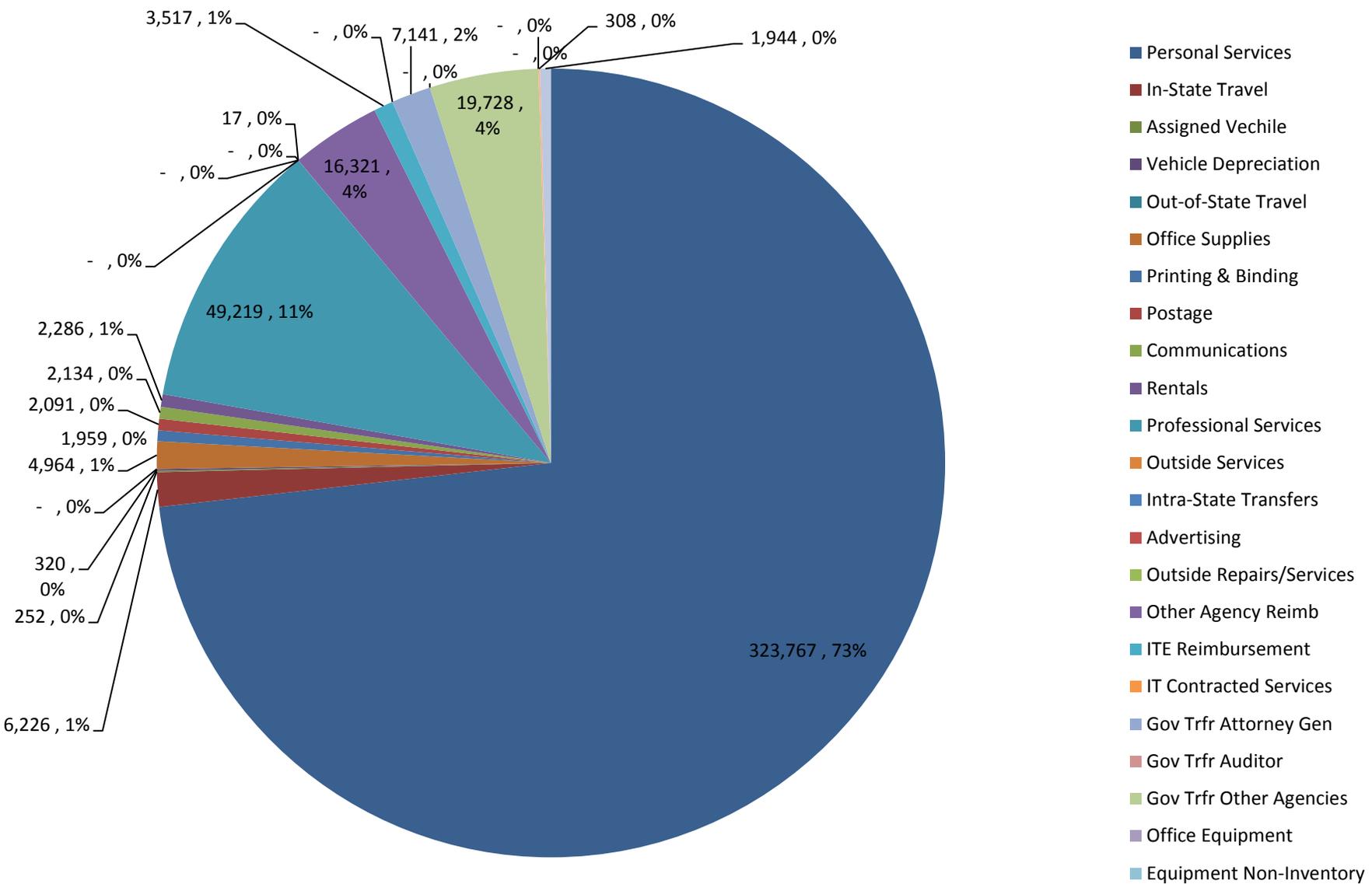
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Receipts July 2016-June 2017

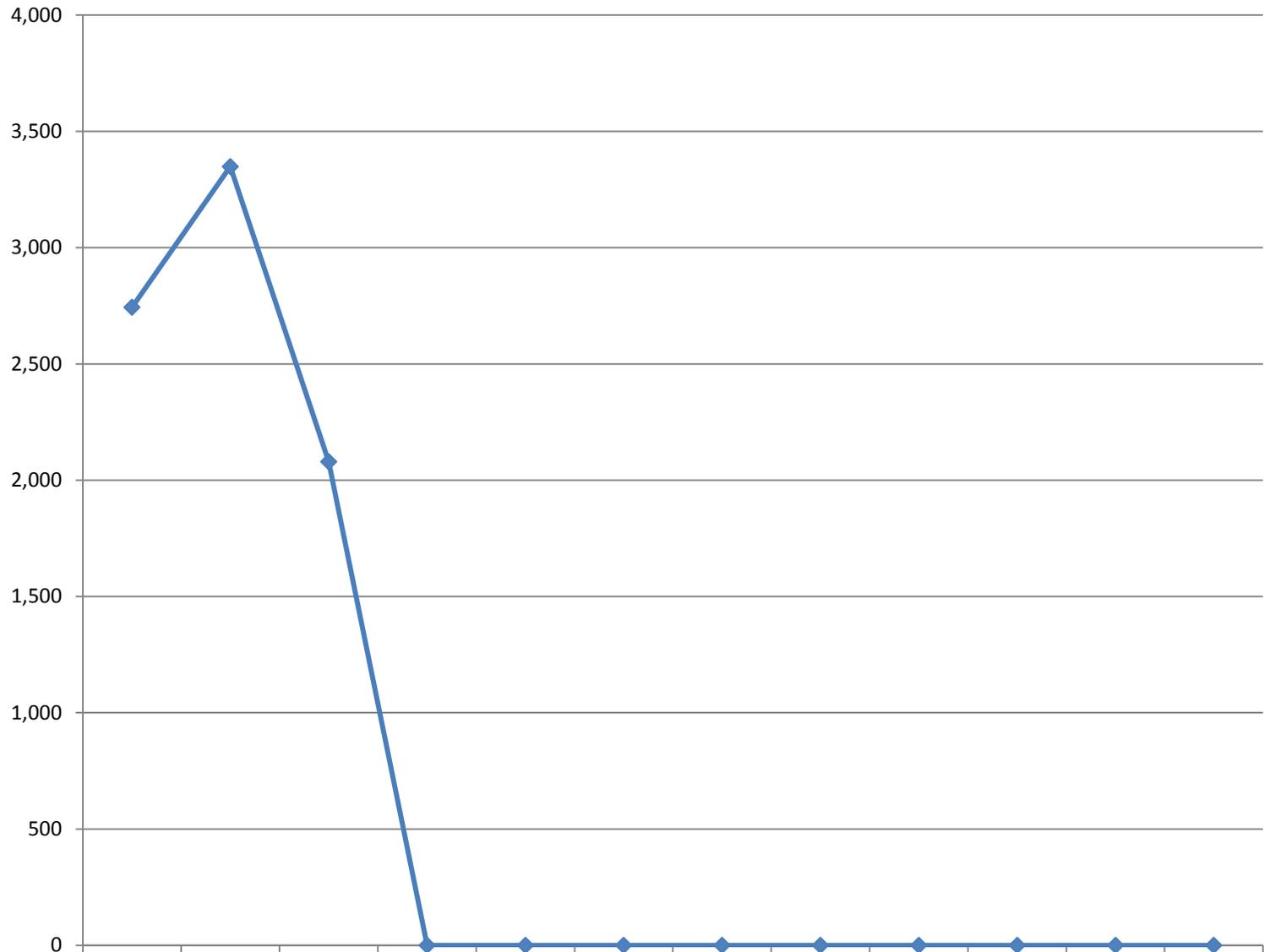


Licensure Fees	166,086.	216,452.	139,230.									-
DCI Check Fee	36,325.0	43,743.0	34,384.0									-

Expenditures July 2016-June 2017

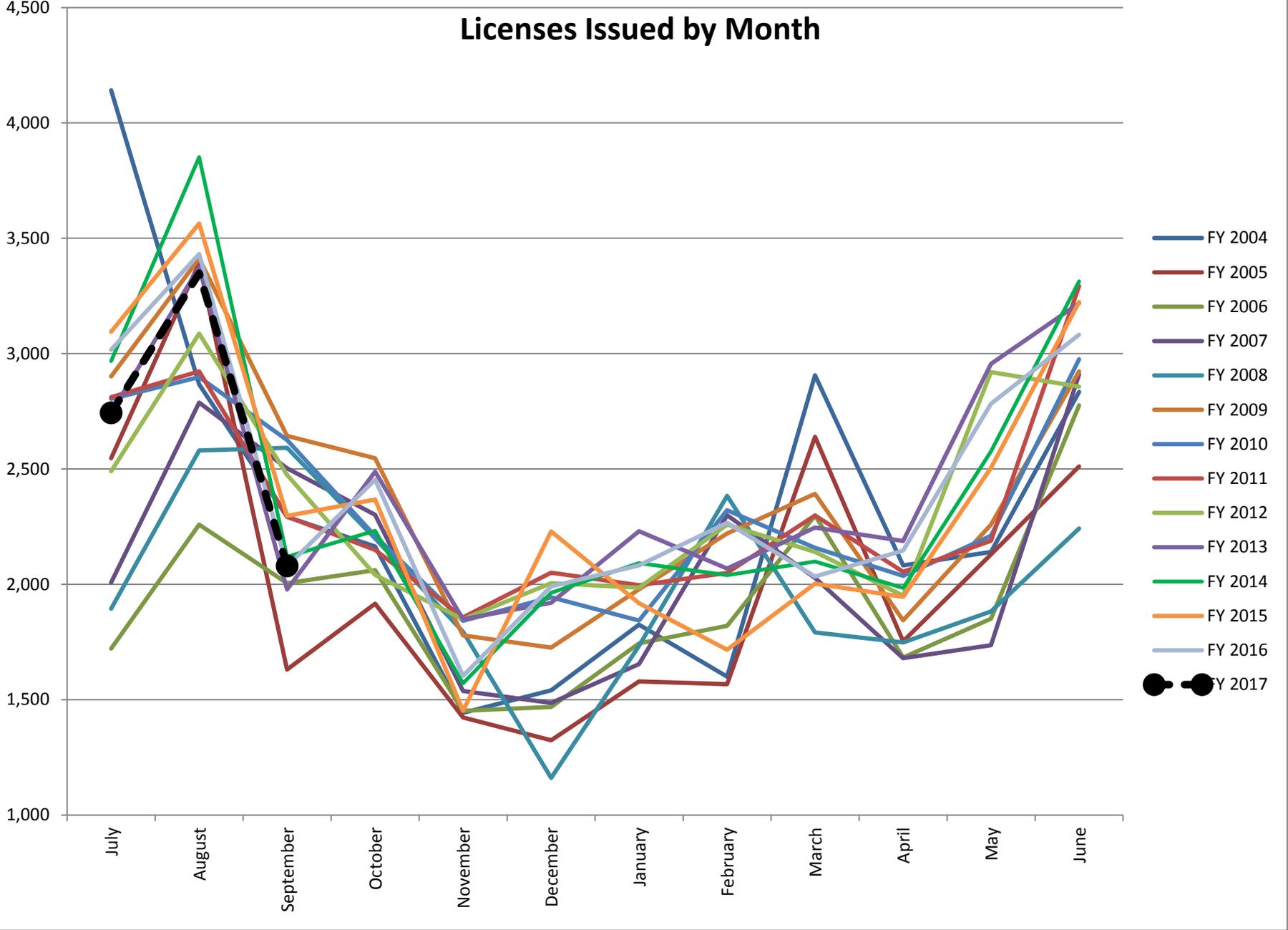


Total # Licenses Issued FY17



	16	17	18	19	20	21	22	23	24	25	26	27
Toal # Transactions Processed	2,743	3,349	2,080	0	0	0	0	0	0	0	0	0

Licenses Issued by Month



FY 17 Balance Sheet / Cashflow Chart

Licensure Fees (orgn 9397)	July 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jun+30	Jun+60	Total
Receipts															
Brought Fwd from 16	100,000.00	493,216.76	-	-	-	-	-	-	-	-	-	-	-	-	593,217
Carry Fwd to 18	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
234 Gov Transfer in Other Agcy	-	-	138.75	-	-	-	-	-	-	-	-	-	-	-	139
401 Licensure Fees	166,086.75	216,452.25	139,230.25	-	-	-	-	-	-	-	-	-	-	-	521,769
704 DCI Check Fee	36,325.00	43,743.00	34,384.00	-	-	-	-	-	-	-	-	-	-	-	114,452
BoEE Total Receipts	302,411.75	753,412.01	173,753.00	-	-	-	-	-	-	-	-	-	-	-	636,360
401 Licensure Fees (GenFund)	54,302.25	70,641.75	-	-	-	-	-	-	-	-	-	-	-	-	124,944
Expenditures															
101 Personal Services	48,538.23	176,709.60	98,519.00	-	-	-	-	-	-	-	-	-	-	-	323,767
202 In-State Travel	-	3,669.39	2,556.40	-	-	-	-	-	-	-	-	-	-	-	6,226
203 Assigned Vehicle	-	110.15	142.09	-	-	-	-	-	-	-	-	-	-	-	252
204 Vehicle Depreciation	-	160.00	160.00	-	-	-	-	-	-	-	-	-	-	-	320
205 Out-of-State Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
301 Office Supplies	4,750.82	159.87	53.75	-	-	-	-	-	-	-	-	-	-	-	4,964
309 Printing & Binding	-	56.00	1,903.00	-	-	-	-	-	-	-	-	-	-	-	1,959
313 Postage	-	1,076.73	1,013.77	-	-	-	-	-	-	-	-	-	-	-	2,091
401 Communications	-	1,004.95	1,128.84	-	-	-	-	-	-	-	-	-	-	-	2,134
402 Rentals	1,515.00	696.24	75.00	-	-	-	-	-	-	-	-	-	-	-	2,286
405 Professional Services	-	49,218.90	-	-	-	-	-	-	-	-	-	-	-	-	49,219
406 Outside Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
407 Intra-State Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
408 Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
409 Outside Repairs/Services	-	17.34	-	-	-	-	-	-	-	-	-	-	-	-	17
414 Other Agency Reimb	-	15,682.75	638.00	-	-	-	-	-	-	-	-	-	-	-	16,321
416 ITE Reimbursement	-	1,402.39	2,114.88	-	-	-	-	-	-	-	-	-	-	-	3,517
418 IT Contracted Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
432 Gov Trfr Attorney Gen	-	-	7,141.26	-	-	-	-	-	-	-	-	-	-	-	7,141
433 Gov Trfr Auditor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
434 Gov Trfr Other Agencies	-	-	19,728.00	-	-	-	-	-	-	-	-	-	-	-	19,728
502 Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
503 Equipment Non-Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
510 IT Equipment & Software	141.41	53.20	113.36	-	-	-	-	-	-	-	-	-	-	-	308
602 SWICAP/Other Expense	-	-	1,944.12	-	-	-	-	-	-	-	-	-	-	-	1,944
Total Expenditures	54,945.46	250,017.51	137,231.47	-	-	-	-	-	-	-	-	-	-	-	442,194
Excess (Deficiency) of															
Revenue over Expenditures	147,466.29	10,177.74	36,521.53	-	-	-	-	-	-	-	-	-	-	-	194,166
Beginning Cash Balance	-	740,683.05	750,860.79	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	-	194,166
Ending Cash Balance	247,466.29	750,860.79	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	787,382.32	-	194,166

June +30
expenses
are
anticipated
expenses

Licensure Fee Receipts by Accounting Source and Month SFY 14

Acct	Class	Description	July 16	Aug 16	Sept 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jun+30	Jun+60	Total
		Brought Fwd not included															
I54	234	Licensure Fees % - Other Agcy	-	-	138.75	-	-	-	-	-	-	-	-	-	-	-	138.75
I54	401	Licensure Fees %	166,086.75	216,452.25	139,230.25	-	-	-	-	-	-	-	-	-	-	-	521,769.25
I54	704	DCI Check Fee	36,325.00	43,743.00	34,384.00	-	-	-	-	-	-	-	-	-	-	-	114,452.00
Gen Fund	234	Licensure Fees % - Other Agcy	-	-	21.25												21.25
Gen Fund	401	Licensure Fees	54,302.25	70,641.75	44,595.75												169,539.75
		Net Receipts	<u>256,714.00</u>	<u>330,837.00</u>	<u>218,370.00</u>	-	-	-	-	-	-	-	-	-	-	-	<u>805,921.00</u>
0914	401	Refunds	-	613.00	1,111.00												1,724.00

Number of Licenses Issued by Month

	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
FY 2017	2743	3,349	2080										
Running Total	2743	6,092	8,172										
FY 2016 Actual	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,082	28,970
Running Total	3,017	6,449	8,527	10,981	12,584	14,575	16,657	18,924	20,958	23,105	25,888	28,970	
FY 2015 Actual	3,095	3,564	2,297	2,368	1,452	2,230	1,918	1,717	2,003	1,946	2,505	3,224	28,319
Running Total	3,095	6,659	8,956	11,324	12,776	15,006	16,924	18,641	20,644	22,590	25,095	28,319	
FY 2014 Actual	2,968	3,852	2,120	2,232	1,571	1,964	2,092	2,040	2,099	1,984	2,576	3,314	28,812
Running Total	2,968	6,820	8,940	11,172	12,743	14,707	16,799	18,839	20,938	22,922	25,498	28,812	
FY 2013 Actual	2,744	3,375	1,978	2,488	1,849	1,920	2,231	2,068	2,246	2,188	2,958	3,219	29,262
Running Total	2,744	6,119	8,097	10,585	12,434	14,354	16,585	18,653	20,899	23,087	26,043	29,262	
FY 2012 Actual	2,490	3,087	2,475	2,041	1,849	2,005	1,985	2,259	2,141	1,951	2,920	2,857	28,060
Running Total	2,490	5,577	8,052	10,093	11,942	13,947	15,932	18,191	20,332	22,283	25,203	28,060	
FY 2011 Actual	2,812	2,923	2,294	2,149	1,857	2,051	1,996	2,050	2,299	2,055	2,189	3,293	27,968
Running Total	2,812	5,735	8,029	10,178	12,035	14,086	16,082	18,132	20,431	22,486	24,675	27,968	
FY 2010 Actual	2,804	2,899	2,626	2,210	1,842	1,944	1,843	2,321	2,158	2,037	2,211	2,976	27,871
Running Total	2,804	5,703	8,329	10,539	12,381	14,325	16,168	18,489	20,647	22,684	24,895	27,871	
FY 2009 Actual	2,902	3,413	2,644	2,547	1,779	1,726	1,979	2,221	2,393	1,844	2,259	2,923	28,630
Running Total	2,902	6,315	8,959	11,506	13,285	15,011	16,990	19,211	21,604	23,448	25,707	28,630	
FY 2008 Actual	1,895	2,580	2,592	2,199	1,795	1,161	1,733	2,384	1,792	1,748	1,883	2,242	27,344
Running Total	1,895	4,475	7,067	9,266	11,061	12,222	13,955	16,339	18,131	19,879	21,762	24,004	
FY 2007 Actual	2,008	2,788	2,503	2,302	1,538	1,486	1,654	2,300	2,028	1,680	1,736	2,910	26,747
Running Total	2,008	4,796	7,299	9,601	11,139	12,625	14,279	16,579	18,607	20,287	22,023	24,933	
FY 2006 Actual	1,722	2,259	2,005	2,062	1,452	1,469	1,744	1,820	2,299	1,683	1,851	2,776	23,142
Running Total	1,722	3,981	5,986	8,048	9,500	10,969	12,713	14,533	16,832	18,515	20,366	23,142	
FY 2005	2,547	3,394	1,631	1,916	1,423	1,324	1,579	1,567	2,640	1,753	2,130	2,511	24,415
Running Total	2,547	5,941	7,572	9,488	10,911	12,235	13,814	15,381	18,021	19,774	21,904	24,415	
FY 2004	4,142	2,867	2,293	2,164	1,443	1,541	1,825	1,600	2,906	2,082	2,141	2,834	27,838
Running Total	4,142	7,009	9,302	11,466	12,909	14,450	16,275	17,875	20,781	22,863	25,004	27,838	
Proj FY145for Budget	2,489	3,057	2,287	2,215	1,696	1,705	1,884	2,103	2,210	1,892	2,271	2,902	27,281
Running Total	2,489	5,546	7,833	10,048	11,743	13,448	15,332	17,435	19,644	21,537	23,808	26,710	

Obligations vs. Budget Report

Budget Fiscal Year: 2017

	Total Obligations FY-To-Date	SY 17 Spending Plan	Budget Balance	Percent of Budget Received /Spent
Resources:				
Balance Forward	\$ 100,000	\$ 593,216		
Receipts				
Salary adj				
401 Fees, Lic. & Permits	\$ 521,769	\$ 2,216,828		
704 Other	\$ 114,452	\$ 364,418		
Total Resources:	\$ 736,221	\$ 3,174,462	\$ 2,538,241	20%
<i>(Total Revenue)</i>	<u><u>\$ 636,221</u></u>			
Expenditures:				
101 Personal Services	\$ 323,767	\$ 1,434,838	\$ 1,111,071	23%
202 In-State Travel	\$ 6,226	\$ 15,000	\$ 8,774	42%
203 Assigned Vehicle	\$ 252	\$ 9,000	\$ 8,748	3%
204 Vehicle Depreciation	\$ 320	\$ 1,920	\$ 1,600	17%
205 Out-of-State Travel	\$ -	\$ 10,000	\$ 10,000	0%
301 Office supplies	\$ 4,964	\$ 12,000	\$ 7,036	41%
309 Printing & Binding	\$ 1,959	\$ 5,000	\$ 3,041	39%
313 Postage	\$ 2,091	\$ 9,500	\$ 7,410	22%
401 ICN/Communications	\$ 2,134	\$ 15,000	\$ 12,866	14%
402 Rentals	\$ 2,286	\$ 3,000	\$ 714	76%
405 Professional Services	\$ 49,219	\$ 15,000	\$ (34,219)	328%
406 Outside Services	\$ -	\$ 5,000	\$ 5,000	0%
407 Trans to Other agency	\$ -	\$ -	\$ -	
408 Advertising	\$ -	\$ 2,000	\$ 2,000	0%
409 Outside Repairs/Ser	\$ 17	\$ 4,000	\$ 3,983	0%
414 Other Agency Reimb	\$ 16,321	\$ 24,000	\$ 7,679	68%
416 ITD Reimbursement	\$ 3,517	\$ 28,000	\$ 24,483	13%
418 IT Contracted services	\$ -	\$ 97,760	\$ 97,760	0%
432 Gov Transfer AG	\$ 7,141	\$ 41,000	\$ 33,859	17%
433 Gov Transfer Auditor	\$ -	\$ 8,000	\$ 8,000	0%
434 Gov Trans Other Agency	\$ 19,728	\$ 325,000	\$ 305,272	6%
502 Equipment Inventory	\$ -	\$ 2,500	\$ 2,500	0%
503 Equipment Non-Inven	\$ -	\$ 3,100	\$ 3,100	0%
510 IT Equipment	\$ 308	\$ 30,000	\$ 29,692	1%
602 SWICAP	\$ 1,944	\$ 8,000	\$ 6,056	24%
705 Refunds	\$ 1,724	\$ 12,000	\$ 10,276	14%
Carryover		\$ -		
Expenditure Subtotal	\$ 443,918	\$ 2,120,618	\$ 1,676,700	21%
<i>Revenue Less Expenditures</i>	<u><u>\$ 192,303</u></u>			



FY 2017 Actual Number of Transactions Processed per Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Frontline													
SBO Processing fee	4	2	2										
Paraeducator Processing Fee	37	29	16										
SPR Processing fee	20	6	9										
BWD Authorization Processing Fee	0	4											
School Nurse SPR Processing Fee	5	4	3										
Coaching Authorization Processing Fee	172	203	93										
Substitute Authorization Processing Fee	61	138	106										
AD Authorization Processing Fee	1	1	1										
Intern Processing Fee	1	6	1										
SAM Processing Fee	1	7	6										
Native Speaker Processing fee	0	2	0										
License Processing Fee	87	71	28										
Class B Admin.Processing Fee	4	5	1										
C and T Processing Fee	0	3	1										
Executive Director Decision Processing Fee	42	63	16										
Class B Processing Fee	122	238	80										
Class C Processing Fee	7	8	3										
Admin Processing Fee	6	9	2										
PSL Processing Fee	6	2	6										
Substitute License Processing fee	79	114	85										
Sub License Out of State Processing fee	13	24	12										
Evaluator Processing Fee		4	4										
School Psy Intern Processing Fee	1	0	0										
Prof Adm - Online	9	11	7										27
Duplicate Lic - Online	17	48	29										94
Late Payment	25	14	2										
Master Ed - Online	161	169	110										440
Prof Service License	8	5	6										19
Standard Lic - Online	242	252	166										660
Background	129	110	196										435
Background-Renewal	1,012	1,149	736										
Initial	145	140	226										511
Extend Initial	14	22	16										52
Standard	406	386	200										992
Master Educator	184	186	176										546
Professional Administrator	0	1	0										1
Coaching Authorization	181	267	156										604
Substitute	62	101	65										228
Substitute Authorization	31	53	39										123
Endorsement	151	280	140										571
Duplicate	22	24	20										66
Tx Evaluation	65	92	52										209
Late Payment	88	189	119										396
Out of State Teacher or Administrator	20	10	0										30
Out of Country	0	0	0										0
Behind the Wheel Driving Instructor	10	8	8										26
Class A	60	103	42										205
Executive Director Decision License	18	9	0										27
Class B	67	30	9										106
Class E	20	40	16										76
Class G	3	1	0										4
Authorization Extension	1	0	4										5
Coaching Authorization Extension	4	12	0										16
Evaluator License	2	2	1										5
Renew Evaluator License	0	1	0										1
Initial Administrator License	20	19	25										64
Extend Initial Administrator	2	0	1										3
Renew Initial Administrator	3	7	1										11
Convert Initial Administrator	4	10	11										25
Renew Professional Administrator	15	20	20										55
Extend Professional Administrator	2	4	3										9
Administrator Exchange	3	0	1										4
Extend Administrator Exchange	0	0	0										0
Convert Administrator Exchange	3	2	2										7
Class B Administrator	5	0	0										5
Add Endorsement to Admin	0	0	0										0
CTE Authorization	7	1	0										8
Initial CTE Authorization	1	0	0										1
Paraeducator	45	40	20										105
Paraeducator Add Concentration	9	8	3										20
Orientation and Mobility Specialist License	0	0	0										0
Statement of Professional Recognition SPR	16	10	11										37

FY 2017 Actual Revenue for each Transaction Processed

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Rev
Frontline													
SBO Processing fee	\$ 340.00	\$ 170.00	\$ 170.00										
Paraeducator Processing Fee	\$ 1,480.00	\$ 1,145.00	\$ 640.00										
SPR Processing fee	\$ 1,700.00	\$ 510.00	\$ 755.00										
BWD Authorization Processing Fee	\$ -	\$ 180.00											
School Nurse SPR Processing Fee	\$ 425.00	\$ 340.00	\$ 255.00										
Coaching Authorization Processing Fee	\$ 14,620.00	\$ 17,255.00	\$ 7,905.00										
Convenience Fee	\$ 1,923.00	\$ 2,742.00	\$ 1,395.00										
Substitute Authorization Processing Fee	\$ 5,100.00	\$ 11,730.00	\$ 9,010.00										
AD Authorization Processing Fee	\$ 85.00	\$ 85.00	\$ 85.00										
Intern Processing Fee	\$ 85.00	\$ 510.00	\$ 85.00										
SAM Processing Fee	\$ 85.00	\$ 595.00	\$ 510.00										
Native Speaker Processing fee	\$ -	\$ 170.00											
Military Discount	\$ (1,263.00)	\$ (995.00)	\$ (135.00)										
Background Check (in Office)	\$ 10,125.00	\$ 11,175.00	\$ 6,375.00										
License Processing Fee	\$ 7,385.00	\$ 6,035.00	\$ 2,385.00										
Class B Admin Processing Fee	\$ 340.00	\$ 425.00	\$ 85.00										
C and T Processing Fee	\$ -	\$ 255.00	\$ 85.00										
Executive Director Decision Processing Fee	\$ 3,570.00	\$ 5,355.00	\$ 1,360.00										
Background Check (Mailed)	\$ -	\$ 18,975.00	\$ 10,725.00										
Class B Processing Fee	\$ 10,370.00	\$ 20,145.00	\$ 6,800.00										
Class G Processing Fee	\$ 170.00	\$ 680.00	\$ 255.00										
Admin Evaluation Fee	\$ 360.00	\$ 480.00	\$ 120.00										
SBO Evaluation Fee	\$ 240.00	\$ 120.00	\$ 120.00										
Late Payment (Endorsed/Expired)	\$ -	\$ 50.00	\$ 300.00										
Admin Processing Fee	\$ 510.00	\$ 680.00	\$ 170.00										
PSL Processing Fee	\$ 510.00	\$ 170.00	\$ 510.00										
Substitute License Processing fee	\$ 6,715.00	\$ 9,690.00	\$ 7,225.00										
PSL Evaluation Fee	\$ 300.00	\$ 120.00	\$ 300.00										
Sub License Out of State Processing fee	\$ 1,105.00	\$ 2,040.00	\$ 935.00										
Transcript Analysis Fee	\$ 5,220.00	\$ 4,260.00	\$ 1,620.00										
Late Payment (No License)	\$ -	\$ -	\$ 250.00										
Evaluator Processing Fee	\$ -	\$ 340.00	\$ 340.00										
School Pay Intern Processing Fee	\$ -	\$ 85.00											
Prof Adm - Online	\$ 801.00	\$ 979.00	\$ 623.00										\$ 2,403
Duplicate Lic - Online	\$ 306.00	\$ 864.00	\$ 522.00										\$ 1,692
Late Fees - online	\$ 775.00	\$ 1,490.00	\$ 175.00										\$ 2,440
Master Ed - Online	\$ 14,329.00	\$ 15,041.00	\$ 9,790.00										\$ 39,160
Prof Service License	\$ 712.00	\$ 445.00	\$ 534.00										\$ 1,691
Standard Lic - Online	\$ 21,538.00	\$ 22,428.00	\$ 14,774.00										\$ 58,740
Background	\$ 9,675.00	\$ 6,250.00	\$ 14,700.00										\$ 32,625
Background - Renewal	\$ 1,012.00	\$ 1,149.00	\$ 736.00										\$ 2,897
Initial	\$ 12,325.00	\$ 11,883.00	\$ 19,210.00										\$ 43,418
Extend Initial	\$ 350.00	\$ 650.00	\$ 400.00										\$ 1,300
Standard	\$ 34,510.00	\$ 32,830.00	\$ 17,000.00										\$ 84,340
Master Educator	\$ 15,643.00	\$ 15,810.00	\$ 14,960.00										\$ 46,413
Professional Administrator	\$ -	\$ 85.00	\$ -										\$ 85
Coaching Authorization	\$ 15,380.00	\$ 22,730.00	\$ 13,260.00										\$ 51,370
Substitute	\$ 5,270.00	\$ 8,595.00	\$ 5,525.00										\$ 19,390
Substitute Authorization	\$ 2,635.00	\$ 4,505.00	\$ 3,315.00										\$ 10,455
Endorsement	\$ 7,550.00	\$ 14,000.00	\$ 7,000.00										\$ 28,550
Duplicate	\$ 330.00	\$ 360.00	\$ 300.00										\$ 990
Tx Evaluation	\$ 3,900.00	\$ 5,520.00	\$ 3,145.00										\$ 12,565
Late Payment	\$ 2,189.00	\$ 4,718.00	\$ 2,965.00										\$ 9,872
Out of State Teacher or Administrator	\$ 1,700.00	\$ 850.00	\$ -										\$ 2,550
Out of Country	\$ -	\$ -	\$ -										\$ -
Behind the Wheel Driving Instructor	\$ 400.00	\$ 320.00	\$ 320.00										\$ 1,040
Class A	\$ 5,125.00	\$ 8,755.00	\$ 3,570.00										\$ 17,450
Executive Director Decision License	\$ 1,530.00	\$ 765.00	\$ -										\$ 2,295
Class B	\$ 5,895.00	\$ 2,550.00	\$ 765.00										\$ 9,210
Class E	\$ 2,927.00	\$ 5,959.00	\$ 2,340.00										\$ 11,226
Class G	\$ 255.00	\$ 85.00	\$ -										\$ 340
Authorization - Extension	\$ 85.00	\$ -	\$ 340.00										\$ 425
Coaching Authorization Extension	\$ 160.00	\$ 480.00	\$ -										\$ 640
Evaluator License	\$ 170.00	\$ 170.00	\$ 85.00										\$ 425
Renew Evaluator License	\$ -	\$ 85.00	\$ -										\$ 85
Initial Administrator License	\$ 1,700.00	\$ 1,615.00	\$ 2,125.00										\$ 5,440
Extend Initial Administrator	\$ 170.00	\$ -	\$ 85.00										\$ 255
Renew Initial Administrator	\$ 255.00	\$ 595.00	\$ 85.00										\$ 935
Convert Initial Administrator	\$ 340.00	\$ 850.00	\$ 935.00										\$ 2,125
Renew Professional Administrator	\$ 1,275.00	\$ 1,700.00	\$ 1,700.00										\$ 4,675
Extend Professional Administrator	\$ 170.00	\$ 340.00	\$ 280.00										\$ 790
Administrator Exchange	\$ 255.00	\$ -	\$ 85.00										\$ 340
Extend Administrator Exchange	\$ -	\$ -	\$ -										\$ -
Convert Administrator Exchange	\$ 255.00	\$ 170.00	\$ 170.00										\$ 595
Class B Administrator	\$ 425.00	\$ -	\$ -										\$ 425
Add Endorsement to Admin	\$ -	\$ -	\$ -										\$ -
CTE Authorization	\$ 595.00	\$ 85.00	\$ -										\$ 680
Initial CTE Authorization	\$ 85.00	\$ -	\$ -										\$ 85
Paraeducator	\$ 1,800.00	\$ 1,595.00	\$ 800.00										\$ 4,195
Paraeducator Add Concentration	\$ 225.00	\$ 200.00	\$ 75.00										\$ 500.00
Orientation and Mobility Specialist License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 514,469
Statement of Professional Recognition SPR	\$ 1,360.00	\$ 850.00	\$ 935.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,522
Teacher Intern License	\$ 765.00	\$ 255.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 359,210
Initial Professional Service License	\$ 765.00	\$ 340.00	\$ 85.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,737
Professional Service License	\$ 1,275.00	\$ 1,105.00	\$ 935.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 478,947
PSL - Class A	\$ 340.00	\$ -	\$ -										\$ -

DISCUSSION MEMO

Date: November 4, 2016

To: Board Members

From: Dr. Ann Lebo, Executive Director

RE: Amend IAC 282 Chapter 13

This updated administrative rule language reflects the following:

- adds an additional year to the regional-exchange license to allow more time for applicants to complete required coursework
- strikes language removing old language for endorsement 100 PK-3 Including Special Education
- updates the coursework and work experience requirements for the multi-occupational endorsement

282—13.17 (272) Specific requirements for exchange licenses.

13.17(1) Teacher exchange license.

a. For an applicant applying under 13.5(2), a ~~one~~ **two**-year nonrenewable exchange license may be issued to the applicant under any of the following conditions:

(1)-(3) no change.

b. no change.

282—13.26(3) Teacher—prekindergarten through grade three, including special education.

Recinded.

13.28(33) Multioccupations. Completion of any 5-12 endorsement and, in addition thereto, coursework in foundations of career and technical education, **and** coordination of cooperative programs, and ~~competency-based curriculum development.~~ **work experience which meets one of the following.**

- a. **Four thousand hours of career and technical experience in two or more ~~occupations~~ careers, or**
- b. **One thousand hours of work experience or externships in two or more careers and two or more years of teaching experience at the PK-12 level.**

The multioccupations endorsement ~~also~~ authorizes the holder to supervise students in cooperative programs, ~~school-to-work~~ **work-based learning** programs, and similar programs in which the student is placed in school-sponsored, on-the-job situations.

DISCUSSION MEMO

Date: November 4, 2016

To: Board Members

From: Dr. Ann Lebo, Executive Director

RE: Ethics Training as a requirement for standard licensure and professional administrator license

One of the paramount goals of the Board is to create clear guidelines and expectations for code of conduct and ethics education for educators. This series of revised changes will allow educators to complete current and relevant training as a condition of transitioning from an initial to a standard license or authorization. Authorizations not listed below already include ethics training as a requirement. Chapter 272.2 also states that the board shall provide this training to any person who holds a license, certificate, authorization, or statement of professional recognition.

282—13.7(272) Specific requirements for a standard license. A standard license valid for five years may be issued to an applicant who:

1. Meets the general requirements set forth in subrule 13.5(1), and
2. Shows evidence of successful completion of a state-approved mentoring and induction program by meeting the Iowa teaching standards as determined by a comprehensive evaluation and two years' successful teaching experience. In lieu of completion of an Iowa state-approved mentoring and induction program, the applicant must provide evidence of three years' successful teaching experience in an Iowa nonpublic school or three years' successful teaching experience in an out-of-state K-12 educational setting; and
3. Provides documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners. The training must be completed after the issuance of the initial license and be no more than three years old at the time of application. Approved training will consist of the following:
 - a. The Iowa Code of Professional Conduct and Ethics set forth in 282-25 (272) and the Code of Rights and Responsibilities set forth in 282-26 (272) to include any relevant legislative updates.
 - b. The Model Code of Ethics for Educators as a national framework for professional responsibility and uniform guidance, centered on the principles which define the critical dimensions of ethical practice expected of the professional educator.
 - c. Ethical best practices, educator mindfulness, self-reflection and decision-making; setting the groundwork for self-regulation and self-accountability through interactive, authentic scenarios to include determining risk.
 - d. Research-based training that consists of a minimum of four hours and which includes an approved comprehensive assessment.

282—18.5 (272) Specific requirements for a professional administrator license. A professional administrator license valid for five years may be issued to an applicant who does all of the following:
18.5(3) Completes one year of administrative experience in an Iowa public school and completes the administrator mentoring program while holding an administrator license, or successfully completes two years of administrative experience in a nonpublic or out-of-state school setting, and provides documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners. The training must be completed after the issuance of the initial license and be no more than three years old at the time of application.

22.7(5) Specific requirements for a standard school administration manager authorization. The initial school administration manager authorization shall be converted to the standard school administration manager authorization provided the following requirements are met.

a. Training.

(1) A school administration manager shall attend an approved training program at the onset of the individual's hire as a school administration manager. The training for school administration managers is set forth in 281—subrule 82.7(2) **and**

(2). Complete a of a code of professional conduct and ethics training approved by the Board of Educational Examiners. The training must be completed after the issuance of the initial school administration manager authorization and be no more than three years old at the time of application.

27.2(2) Standard professional service license. A standard professional service license valid for five years may be issued to an applicant who:

a. Completes requirements listed under 27.2(1)“*a*” to “*d*.”

b. Shows evidence of successful completion of a state-approved mentoring and induction program by meeting the Iowa standards as determined by a comprehensive evaluation and two years' successful service experience in an Iowa public school. In lieu of completion of an Iowa state-approved mentoring and induction program, the applicant must provide evidence of three years' successful service area experience in an Iowa nonpublic school or three years' successful service area experience in an out-of-state K-12 educational setting.

c. Meets the recency requirement of 282—subparagraph 13.5(2)“*b*”(4).

d. Provides documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners. The training must be completed after the issuance of the initial license and be no more than three years old at the time of application.

/JT

DISCUSSION MEMO

Date: November 4, 2016

To: Board Members

From: Dr. Ann Lebo, Executive Director

RE: Amend IAC 282 Chapter 24 Paraeducator preparation requirements

The following recommendations for changes are based on a review of current national standards and expectations in the field. Changes are based on input from Iowa's paraeducator preparation programs, Iowa Department of Education staff, teachers, administrators and practicing paraeducators.

24.4(8)

Autism Spectrum Disorder

The paraeducator shall successfully complete the following list of competencies so that, under the direction and supervision of a qualified classroom teacher, the paraeducator will be able to:

- a. **Foundations:** Under the supervision of a licensed education professional the paraeducator will:
 1. Demonstrate an understanding of the components of education plans (IEP, BIP, FBA, 504)
 2. Identify common characteristics of students with autism spectrum disorder (communication, social, restricted interest and behavior) and how they compare to typical children.

- b. **Learning environment:** Under the supervision of a licensed education professional the paraeducator will:
 1. Assist in structuring the environment to meet the needs of students with autism spectrum disorder.
 2. Implement schedules and educational programs prescribed by the licensed teacher with integrity.

- c. **Content and instruction:** Under the supervision of a licensed education professional the paraeducator will:
 1. Implement the educational/academic/communication accommodations/adaptations/supports assigned by a teacher.
 2. Provide opportunities for students with autism spectrum disorders to initiate and respond to interaction in large and small interactions in academic settings.

3. Provide opportunities for students with autism spectrum disorders to initiate and respond and participate in interactions in large and small groups in authentic situations.
4. Gather and maintain data on student academic performance as directed by a licensed teacher.
5. Assist educational staff in developing accommodations/adaptations and self-determination skills to increase student independence.

d. Emotional and behavioral: Under the supervision of a licensed education professional the paraeducator will:

1. Understand and identify the function of a behavior (e.g. antecedents, behaviors, consequences).
2. Collect data on student behavior and related environmental stimuli, based on the concepts of antecedents, behavior and consequences.
3. Implement antecedent strategies on student behavior as defined by the licensed educator.
4. Reinforce and practice replacement behaviors, as defined by the licensed educator.
5. Responds to problem behaviors in a consistent manner as defined by the licensed educator.
6. Gather and maintain data on student social/behavioral performance as directed by a licensed teacher.

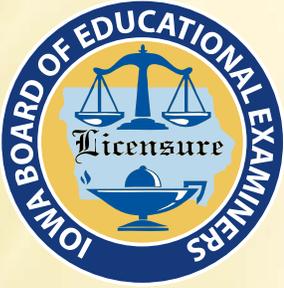
e. Professional Relationships: Under the supervision of a licensed education professional the paraeducator will:

1. Demonstrate the ability to support students with autism viewpoints/perspective and be empathetic to learning style.
2. Respond to challenging behaviors in a respectful/empathetic manner.

f. Ethical and professional practice. Under the supervision of a licensed education professional the paraeducator will,

1. Know and understand the expectations of confidentiality in regard to student information and social media usage.
2. Know and understand the legal constructs of the IEP/ IDEA etc.

2016 Annual Report
Iowa Licensure Renewal Programs
Executive Summary



November 4, 2016

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Iowa Board of Educational Examiners
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Erin Schoening, Council Bluffs CSD, Reading Interventionist and IB Program Coordinator
Sara Yedlik, Cedar Rapids CSD, PACT Resource Specialist

Administration

Dr. Ann Lebo - Executive Director

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BACKGROUND

There are currently 16 Licensure Renewal Programs that have been approved under administrative rules 282-20.13. These programs consist of:

- 9 AEA's
- 1 Consortium of AEA's
 - AEA Professional Development Online
- 3 School Districts
 - Cedar Rapids
 - Waterloo
 - West Des Moines
- 1 Consortium of school districts
 - NWISI
- 2 Professional Organizations
 - Iowa State Education Association
 - School Administrators of Iowa

We are currently working with Norwalk CSD as a potential Licensure Renewal Program.

ANNUAL REPORTS

Sixteen reports were submitted during October, 2016. The Licensure Renewal providers were asked to report on their activity between October 1, 2015 through September 30, 2016.

The Annual Reports include the following information:

- Number of Open Courses they have offered
- Number of District-specific courses offered to address school improvement goals
- Listing of course titles
- Advisory committee members and meeting dates
- Description of needs assessment process
- Changes or adjustments made based on data
- Description of evaluation and improved

The reports are available in a notebook for Board review.

COURSE OFFERINGS

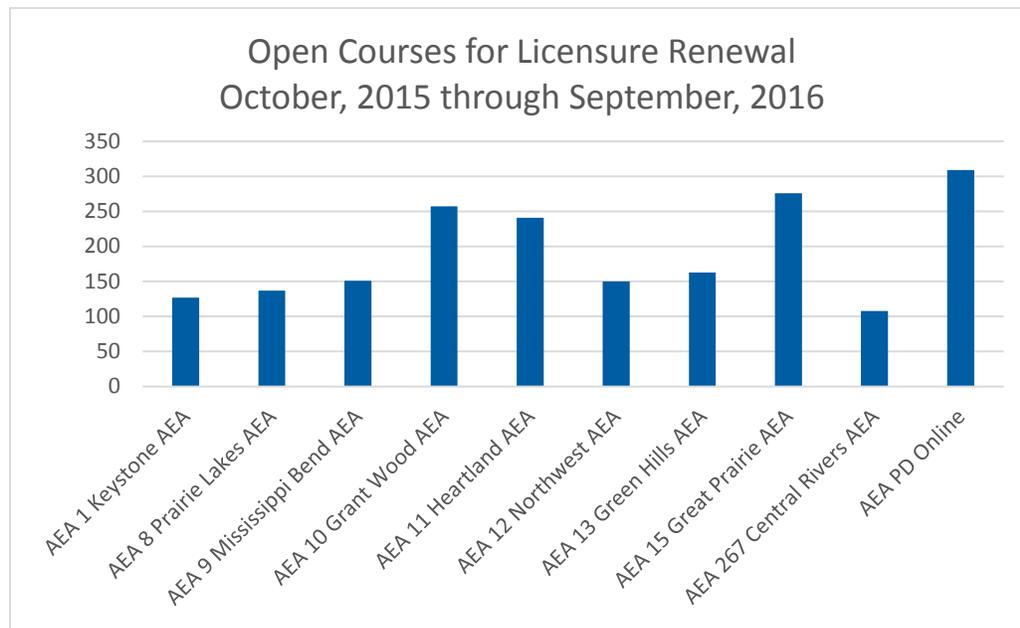
All of the programs exceeded the minimum of 10 courses required. The 16 programs included in this summary presented 1919 open courses and 711 which were provided directly to school districts. These numbers are similar to last year, with some trends toward more online learning opportunities. New courses were developed to support instruction in the content areas and strategies to support diverse learners. Another area of new course development is teacher leadership, and courses to support mentoring and induction.

Table 1 shows the number of course offerings from each of the 16 providers.

Table 1: Open and District-Specific Courses, October 1, 2015 – September 30, 2016

	Open courses	District courses	Total courses
AEA 1 Keystone AEA	127	11	138
AEA 8 Prairie Lakes AEA	137	42	179
AEA 9 Mississippi Bend AEA	151	13	164
AEA 10 Grant Wood AEA	257	90	347
AEA 11 Heartland AEA	241	282	523
AEA 12 Northwest AEA	150	67	217
AEA 13 Green Hills AEA	163	39	202
AEA 15 Great Prairie AEA	276	38	314
AEA 267 Central Rivers AEA	108	29	137
AEA PD Online	309	26	335
Cedar Rapids Schools	0	11	11
Waterloo Schools	0	10	10
West Des Moines Schools	0	39	39
NWISI Consortium	0	14	14
Iowa State Education Association	58	0	58
School Administrators of Iowa	17	0	17
	1919	711	2630

Table 2: Number of Open Courses for Licensure Renewal Credit across the Area Education Agencies and other approved providers.



All course titles were reviewed to ensure they meet the criteria in 282 – 20.13(5).

- 1) The courses address specific student, teacher and school needs evidenced in local school improvement plans, or
- 2) The courses assist teachers in improving student learning, or
- 3) The courses assist teaching in improving teaching evidenced through the adoption or application of practices, strategies and information.

LICENSURE RENEWAL ADVISORY COMMITTEE MEETINGS

As required, 16 of the programs have a licensure renewal advisory committee. These committees met an average of two meetings per program.

Full reports from each of these agencies will be available in the back of the room during the November Board meeting.