

**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.

**AGENDA**

*TIMES ARE APPROXIMATE*

**August 5, 2016**

- 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 June 16-17, 2016 board retreat and 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 June 16-17, 2016 board retreat and meeting
- c. Reinstatement(s)
1. None
- Stakeholder Presentation – CTE Reform Update – Pradeep Kotamraju, Career and Technical Education (CTE) Bureau Chief, Department of Education**
- Board Communications**
- a. Board Member Reports
- b. Legislative Update – Phil Wise
- c. Executive Director’s Report
1. Financial Update **Tab C**
2. 2015-2016 Accomplishments **Tab D**
3. Licensing System Update – Mike Cavin and Jeff DeBruin
4. DiSC Workplace Profile Update **Tab E**
- Communication from the Public**
- 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. IAC 282 Chapters 13 and 22 – Transitional coaching authorization and CPR requirement **Tab F**
2. IAC 282 Chapter 13 – Specific requirements for a standard license **Tab G**

**d. Items for Discussion**

1. IAC 282 Chapter 13 – Requirements for exchange licenses, early childhood and multioccupations **Tab H**
2. IAC 282 Chapters 13, 22, and 27 – Ethics training as a requirement for standard license **Tab I**
3. IAC 282 Chapter 24 – Paraeducator preparation requirements **Tab J**

**Waivers**

1. PFW 16-09 Melina Mena-Davis **Tab K**
2. PFW 16-10 Caleb Plumb **Tab L**
3. PFW 16-11 Pamela Schuman **Tab M**
4. PFW 16-12 Kevin Stein **Tab N**

**Reports/Approvals**

1. Salary for Executive Director
2. 2016-2017 Board Goals (see proposed goals at the top of the agenda)
3. BoEE Consultant Presentations – 2015-2016 **Tab O**
4. Teacher Candidates by Endorsements **Tab P**
5. People Recommended from an Iowa Institute July 1, 2015 – June 30, 2016 **Tab Q**
6. Program Completers (Initial Licensure) from Iowa Educator Preparation Programs **Tab R**
7. 2016-2017 Legislative and Administrative Code Priorities **Tab S**
8. FY 17 Committee Assignments **Tab T**
9. Professional Practices Institute (PPI) **Tab U**

**2:00 p.m. Adjournment**

**Next Meeting**  
**September 7, 2016, Telephonic Meeting, if needed**  
**Next In-Person Meeting**  
**October 7, 2016**



1 Des Moines Public Schools Human Resources - Hiring

2 Presenters: Dr. Anne Sullivan, BoEE board member and Chief Human Resources  
3 Officer; Sheila Mason, Human Resources Director for Classified Staff and Tiffany  
4 O'Hara, Human Resources Director for Certified Staff.

5  
6 The following items were discussed:

- 7 • DiSC Review
- 8 • Goals for 2016-17. The board brainstormed possible goals and will finalize  
9 goals for the coming year at a future meeting.
- 10 • Ethics training – next steps. Consultant Joanne Tubbs will present a potential  
11 rule revision related to ethics training at a future meeting.
- 12 • Other licensure renewal options. The board reviewed licensure renewal credit  
13 options added recently via administrative rule changes.

14  
15 The retreat adjourned at 4:30 p.m.

16  
17 The board held its monthly meeting at Waukee City Hall in Waukee, Iowa on June 17,  
18 2016. Andy Pattee, Board Chair, called the meeting to order. Members attending  
19 were Kathy Behrens, Tom Buckman, Dan Dutcher, Dr. Larry Hill, Mary K. Overholtzer,  
20 Dr. Jay Prescott and Sara Yedlik. Also in attendance was Duane Magee, Executive  
21 Director, Darcy Hathaway, Attorney/Investigator, Jim McNellis, Investigator and Julie  
22 Bussanmas, Assistant Attorney General (left the meeting at 9:30 a.m.). Dr. Linda  
23 Carroll, Erin Schoening and Dr. Anne Sullivan, were unable to attend.

24  
25 Larry Hill moved, with a second by Sara Yedlik, to approve the agenda. **MOTION**  
26 **CARRIED UNANIMOUSLY.**

27  
28 Sara Yedlik moved, with a second by Dan Dutcher, to approve the amended consent  
29 agenda (May 13, 2016 board meeting minutes). Mary K. Overholtzer made a motion to  
30 amend the May 13, 2016 minutes. Amendments: Page 8, line 3, roll call vote for  
31 Overholtzer should be “yes” instead of “no.” Page 8, line 22, typographical error to  
32 Schoening’s first name, “Erin” instead of “Eric.” **MOTION CARRIED UNANIMOUSLY.**

1 Larry Hill moved, with a second by Sara Yedlik, that the Board go into closed session  
2 for the purpose of discussing mental health information pertaining to a licensee,  
3 whether to initiate licensee disciplinary proceedings, and the decision to be rendered  
4 in a contested case, pursuant to Iowa Code sections 21.5(a), (d), and (f).

5 Roll call vote: Behrens – yes; Buckman – yes; Dutcher – yes; Hill – yes; Overholtzer –  
6 yes; Pattee – yes; Prescott – yes; Yedlik– yes. **MOTION CARRIED.**

7

8 Larry Hill moved, with a second by Dan Dutcher, that in **case number 15-194**, the  
9 Board find probable cause to establish a violation of the following provisions of the  
10 Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(1)(b)(1), and order  
11 this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

12

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

22

23 Larry Hill moved, with a second by Dan Dutcher that in **case number 16-52**, the  
24 Board find that, although one or more of the allegations in the complaint may be  
25 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
26 the documents gathered in the course of the investigation, and the allegations may  
27 constitute a technical violation of the board’s statute or administrative rules; the  
28 evidence before the board indicates that adequate steps have been taken to remedy  
29 the violation and to ensure that incidents of a similar nature do not occur in the  
30 future. The Board will not pursue formal disciplinary action in this matter. **MOTION**  
31 **CARRIED UNANIMOUSLY.**

32

1 Jay Prescott moved, with a second by Dan Dutcher, that in **case number 16-65**, the  
2 Board find that the evidence gathered in the investigation, including witness  
3 statements and the documentary evidence, does not substantiate the allegations in the  
4 complaint, and that the Board therefore lacks probable cause to proceed with this  
5 matter. Roll call vote: Behrens – yes; Buckman – yes; Dutcher – yes; Hill – yes;  
6 Overholtzer – yes; Pattee – yes; Prescott – yes; Yedlik – recused. **MOTION CARRIED.**

7  
8 Larry Hill moved, with a second by Sara Yedlik that in **case number 16-74**, the Board  
9 find probable cause to establish a violation of the following provisions of the Code of  
10 Professional Conduct and Ethics, 282 IAC – Chapter 25.3(3)(b) and (e), and order this  
11 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

12  
13 Jay Prescott moved, with a second by Sara Yedlik that in **case number 15-191**, the  
14 Board find that the evidence gathered in the investigation, including witness  
15 statements and the documentary evidence, does not substantiate the allegations in the  
16 complaint, and that the Board therefore lacks probable cause to proceed with this  
17 matter. **MOTION CARRIED UNANIMOUSLY.**

18  
19 Jay Prescott moved, with a second by Dan Dutcher that in **case number 16-41**, the  
20 Board find probable cause to establish a violation of the following provisions of the  
21 Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(1)(e)(3) and (4) and  
22 25.3(6)(c) and (d), and order this case set for hearing. **MOTION CARRIED**  
23 **UNANIMOUSLY.**

24  
25 Dan Dutcher moved, with a second by Sara Yedlik, that in **case number 16-63**, the  
26 Board find that the evidence gathered in the investigation, including witness  
27 statements and the documentary evidence, does not substantiate the allegations in the  
28 complaint, and that the Board therefore lacks probable cause to proceed with this  
29 matter. **MOTION CARRIED UNANIMOUSLY.**

30  
31 Jay Prescott moved, with a second by Dan Dutcher, that in **case number 16-75**, the  
32 Board find that, although one or more of the allegations in the complaint may be  
33 substantiated by the witnesses interviewed in the course of the investigation [and/or]

1 the documents gathered in the course of the investigation, and the allegations may  
2 constitute a technical violation of the board's statute or administrative rules; the  
3 evidence before the board indicates that the alleged violation was an isolated incident.

4 The Board will not pursue formal disciplinary action in this matter. **MOTION**  
5 **CARRIED UNANIMOUSLY.**

6  
7 Dan Dutcher moved, with a second by Larry Hill, that in **case number 16-78**, the  
8 Board find that, although one or more of the allegations in the complaint may be  
9 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
10 the documents gathered in the course of the investigation, and the allegations may  
11 constitute a technical violation of the board's statute or administrative rules; the  
12 evidence before the board indicates that adequate steps have been taken to remedy  
13 the violation and to ensure that incidents of a similar nature do not occur in the  
14 future. The Board will not pursue formal disciplinary action in this matter. **MOTION**

15 **CARRIED UNANIMOUSLY.**

16  
17 Larry Hill moved, with a second by Dan Dutcher, that in **case number 16-88**, the  
18 Board find probable cause to establish a violation of the following provisions of the  
19 Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(6)(c) and (d), and  
20 order this case set for hearing. Roll call vote: Behrens – yes; Buckman – yes; Dutcher  
21 – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – no; Yedlik – yes. **MOTION**

22 **CARRIED.**

23  
24 Sara Yedlik moved, with a second by Dan Dutcher, that in **case number 15-146**, the  
25 Board accept the Respondent's waiver of hearing and voluntary surrender and that the  
26 Board issue an order permanently revoking the Respondent's license with no  
27 possibility of reinstatement. **MOTION CARRIED UNANIMOUSLY.**

28  
29 Larry Hill moved, with a second by Jay Prescott, that in **case number 14-81**, the  
30 Board accept the Respondent's waiver of hearing and voluntary surrender and that the  
31 Board issue an order permanently revoking the Respondent's license with no  
32 possibility of reinstatement. **MOTION CARRIED UNANIMOUSLY.**

1 Jay Prescott moved, with a second by Dan Dutcher, that in **case number 15-147**, the  
2 Board accept the Respondent’s waiver of hearing and voluntary surrender and that the  
3 Board issue an order permanently revoking the Respondent’s license with no  
4 possibility of reinstatement. **MOTION CARRIED UNANIMOUSLY.**

5  
6 Dan Dutcher moved, with a second by Larry Hill, that in **case number 15-180**, the  
7 Board accept the agreement submitted by the parties, and issue an Order  
8 incorporating the agreement of the parties and imposing the agreed upon sanction.  
9 **MOTION CARRIED UNANIMOUSLY.**

10  
11 Sara Yedlik moved, with a second by Larry Hill, that in **case number 16-29**, the Board  
12 accept the agreement submitted by the parties, and issue an Order incorporating the  
13 agreement of the parties and imposing the agreed upon sanction. **MOTION CARRIED**  
14 **UNANIMOUSLY.**

15  
16 Jay Prescott moved, with a second by Dan Dutcher, that in **case number 15-153**, 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.**

20  
21 Jay Prescott moved, with a second by Sara Yedlik, that in **case number 15-179**, the  
22 Board accept the agreement submitted by the parties, and issue an Order  
23 incorporating the agreement of the parties and imposing the agreed upon sanction.  
24 **MOTION CARRIED UNANIMOUSLY.**

25  
26 Sara Yedlik moved, with a second by Jay Prescott, that in **case number 15-88, In the**  
27 **Matter of Michael Suplee**, the Board adopt the proposed decision as its final decision  
28 with the following modification(s): add a final sentence at the end of the order  
29 segment stating, “It is further ordered that the Respondent is reprimanded.” **MOTION**  
30 **CARRIED UNANIMOUSLY.** (Julie Bussanmas left the room during the discussion of  
31 this case in closed session.)  
32

1 Dan Dutcher moved, with a second by Larry Hill, that in **case number 15-151, In the**  
2 **Matter of Ruth Runde**, the Board not initiate review of the proposed decision and  
3 allow the proposed decision to become the final decision of the Board unless an appeal  
4 is taken by one of the parties within the time allowed by rule. **MOTION CARRIED**  
5 **UNANIMOUSLY.**

6  
7 Sara Yedlik moved, with a second by Jay Prescott, to extend the 180-day deadline for  
8 issuance of the final decision in **case number 15-194**, based upon the amount of time  
9 needed to complete the investigation due to related criminal charges; the need to  
10 schedule the hearing; and the need to review the proposed decision. **MOTION**  
11 **CARRIED UNANIMOUSLY.**

12  
13 Jay Prescott moved, with a second by Dan Dutcher, to extend the 180-day deadline for  
14 issuance of the final decision in **case number 15-195**, based upon the amount of time  
15 needed to complete the investigation due to pending criminal charges. **MOTION**  
16 **CARRIED UNANIMOUSLY.**

17  
18 Dan Dutcher moved, with a second by Larry Hill, to extend the 180-day deadline for  
19 issuance of the final decision in **case number 16-01**, based upon the need to schedule  
20 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
21 **UNANIMOUSLY.**

22  
23 Larry Hill moved, with a second by Sara Yedlik, to extend the 180-day deadline for  
24 issuance of the final decision in **case number 16-10**, based upon the need to schedule  
25 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
26 **UNANIMOUSLY.**

27  
28 Sara Yedlik moved, with a second by Jay Prescott, to extend the 180-day deadline for  
29 issuance of the final decision in **case number 16-12**, based upon the need to schedule  
30 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
31 **UNANIMOUSLY.**

1 Jay Prescott moved, with a second by Dan Dutcher, to extend the 180-day deadline for  
2 issuance of the final decision in **case number 16-13**, based upon the need to schedule  
3 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
4 **UNANIMOUSLY.**

5 Dan Dutcher moved, with a second by Larry Hill, to extend the 180-day deadline for  
6 issuance of the final decision in **case number 16-15**, based upon the need to schedule  
7 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
8 **UNANIMOUSLY.**

9

10 Larry Hill moved, with a second by Sara Yedlik, to extend the 180-day deadline for  
11 issuance of the final decision in **case number 16-16**, based upon the need to schedule  
12 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
13 **UNANIMOUSLY.**

14

15 Sara Yedlik moved, with a second by Jay Prescott, to extend the 180-day deadline for  
16 issuance of the final decision in **case number 16-17**, based upon the need to schedule  
17 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
18 **UNANIMOUSLY.**

19

20 Jay Prescott moved, with a second by Dan Dutcher, to extend the 180-day deadline for  
21 issuance of the final decision in **case number 16-22**, based upon the need to schedule  
22 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
23 **UNANIMOUSLY.**

24

25 The following cases were discussed in open session:

26 Background/Discussion: Request for extension to complete the ethics course.

27 Respondent was registered for the required course on June 1 and 2. His deadline was  
28 in May. Sara Yedlik moved, with a second by Larry Hill, that in **case no. 14-146,**  
29 **regarding Chris Erickson**, the Board extend the deadline for providing proof of  
30 completion of the required ethics course until June 17, 2016. **MOTION CARRIED**  
31 **UNANIMOUSLY.**

32

1 Background/Discussion: Request for reinstatement following a suspension.  
2 Respondent was suspended for converting public property to his personal use. He has  
3 completed the required ethics course and submitted the required psychological  
4 evaluation for the board's review. Jay Prescott moved, with a second by Dan Dutcher,  
5 that in **case number 15-94**, the Board grant the Respondent's request for  
6 reinstatement and issue an order stating the basis for the suspension no longer exists  
7 and it will be in the public interest for the license to be reinstated. **MOTION**  
8 **CARRIED UNANIMOUSLY.**

9  
10 Larry Hill moved, with a second by Sara Yedlik, that the Board approve the closed  
11 session minutes for May 13, 2016. **MOTION CARRIED UNANIMOUSLY.**

12  
13 Board Member Reports

14 Board member Kathy Behrens presented to the board regarding the VIRTUS Program  
15 that is currently being used in her school district, Carroll Kuemper Catholic Schools.  
16 VIRTUS is the brand name that identifies best practices programs designed to help  
17 prevent wrongdoing and promote "rightdoing" within religious organizations. The  
18 VIRTUS programs empower organizations and people to better control risk and  
19 improve the lives of all those who interact with the Church.

20  
21 The Board thanked Executive Director Magee for his years of service and leadership.  
22 This is Mr. Magee's last meeting. On July 1, 2016, he will begin his new position as  
23 superintendent of Norwalk Community School District.

24  
25 Mr. Magee announced to the Board that Dr. Ann Lebo will be the new executive  
26 director of the BoEE effective July 1, 2016.

27  
28 Legislative Update

29 Executive Director Magee updated the board regarding the past legislative session.

30  
31 Executive Director's Report

32 Executive Director Magee reviewed the financial report.

33

1 2016 NASDTEC Annual Conference: Conference theme was, “Education: A  
2 Professional Call to Action.” Attendees: Duane Magee, BoEE consultants Joanne  
3 Tubbs, Mike Cavin, Dave Wempen. They presented at the conference regarding how  
4 a Results-Only Work Environment (ROWE) transformed this state agency.

5  
6 New licensure system update: Good progress is being made. Our list of licenses on the  
7 new system continues to grow – 17 licenses are now on the new system and 10 are left  
8 to launch. The next phase will be renewals and new teacher graduates. We will have  
9 a bit of a stall on our development work as Frontline moves its data center from  
10 Chicago to the east coast.

11  
12 Communication from the Public

13 None.

14  
15 Rules

16 Adopt:

17 Jay Prescott moved, with a second by Larry Hill, to adopt the proposed changes to IAC  
18 282 Chapter 18 – Administrator temporary permits and administrator experience, ARC  
19 2454C. **MOTION CARRIED UNANIMOUSLY.**

20  
21 ARRC Review Pending

22 IAC 282 Chapter 25 – Misrepresentation, falsification of information.

23  
24 Notice:

25 None.

26  
27 Items for Discussion

28 IAC 282 Chapters 13, 22, and 27 – Ethics training as a requirement for standard  
29 license. One of the paramount goals of the Board is to create clear guidelines and  
30 expectations for code of conduct and ethics education for educators. This series of  
31 revised changes will allow educators to complete current and relevant training as a  
32 condition of transitioning from an initial to a standard license or authorization.

33 Chapter 272.2 also states that the Board shall provide this training to any person who

1 holds a license, certificate, authorization, or statement of professional recognition.  
2 Discussion will continue at a future meeting.

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

9  
10 IAC 282 Chapter 22 – Coaching authorization and transitional coaching authorization.  
11 This updated administrative rule language adds CPR certification as a requirement for  
12 the coaching authorization and renewal, and reflects 2016 changes to Iowa Code  
13 272.31 to add a transitional coaching authorization. This will move forward to Notice  
14 at an upcoming meeting.

15  
16 IAC 282 Chapter 13 – Specific requirements for a standard license, exchange licenses,  
17 early childhood, coaching and multioccupations. Updated administrative rule  
18 language reflects the following: 2016 changes to Iowa Code 272.28 to allow applicants  
19 to move from the initial to the standard license using various preschool settings; adds  
20 an additional year to the regional-exchange license to allow more time for applicants to  
21 complete required coursework; strikes language removing old language for  
22 endorsement 100 PK-3 Including Special Education; adds CPR training as a  
23 requirement for the coaching endorsement; and, updates the coursework and work  
24 experience requirements for the multi-occupational endorsement. This will move  
25 forward to Notice at an upcoming meeting.

26  
27 Petitions for Waiver

28 Larry Hill moved, with a second by Dan Dutcher, that **PFW 16-07 Kelly Goyen**, the  
29 Board deny the waiver. Reasons for denial: The Board received a Petition from Kelly  
30 Goyen requesting a waiver of several rules regarding issuance of an Iowa teaching  
31 license. See IAC 282—13.1(3), 13.2, and 13.5. Ms. Goyen attended Graceland  
32 University, an Iowa teacher preparation program, at its campus in Independence,  
33 Missouri. Graceland is unable to recommend Ms. Goyen for Iowa licensure because

1 she has not passed all required assessments and therefore has not completed their  
2 teacher preparation program. Regarding undue hardship: Having found that the  
3 assessment requirement is mandated by Iowa Code, the Board did not make a specific  
4 finding on this factor. Regarding prejudice to the rights of others: Having found that  
5 the assessment requirement is mandated by Iowa Code, the Board did not make a  
6 specific finding on this factor. The Iowa Department of Education has promulgated  
7 administrative rules setting forth the requirements for teacher preparation completion.  
8 The Board cannot waive the rules of another agency or requirements imposed by Iowa  
9 Code. See 282 Iowa Admin. Code r. 6.3. All options presented in the petition would  
10 require the Board to unlawfully set aside the assessment requirement as it currently  
11 exists in Iowa Code and Department of Education administrative rules. **MOTION**  
12 **CARRIED UNANIMOUSLY.**

13  
14 Dan Dutcher moved, with a second by Jay Prescott, that **PFW 16-08 Richard Gibson**,  
15 the Board grant the waiver. Reasons for granting: The Board received a Petition from  
16 Richard Gibson requesting a waiver of the rule for the substitute authorization. Mr.  
17 Gibson does not hold a bachelor's degree from a regionally accredited institution.  
18 However, he does hold a master's degree from Lake Forest College, which is regionally  
19 accredited. Mr. Gibson has completed a considerable amount of education  
20 coursework, and has experience teaching adult education courses and working as a  
21 paraeducator. Regarding undue hardship: Based on the limited authority granted by  
22 the substitute authorization, as well as Mr. Gibson's advanced degree from a  
23 regionally accredited institution, the Board finds it would create an undue hardship if  
24 it were to deny Mr. Gibson's request to waive the requirement of a bachelor's degree  
25 from a regionally accredited institution. Regarding prejudice to the rights of others:  
26 The Board has granted waivers in similar cases. The rule from which Mr. Gibson  
27 seeks a waiver is not specifically mandated by statute or any other provision of law,  
28 and, accordingly, may be waived by the Board. Regarding protection of public health,  
29 safety, and welfare: The substitute authorization carries limited authority, as the  
30 holder cannot serve for extended periods of time in one assignment. The Board finds  
31 that Mr. Gibson has presented clear and convincing evidence that waiving the rule in  
32 question to grant him this authorization would not compromise public health, safety,

1 or welfare. Roll call vote: Behrens – yes; Buckman – yes; Dutcher – yes; Hill – no;  
2 Overholtzer – yes; Pattee – yes; Prescott – yes; Yedlik – yes. **MOTION CARRIED.**

3  
4 Reports/Approvals

5 CTE Authorization Approval – Mary K. Overholtzer moved, with a second by Tom  
6 Buckman, to approve the CTE Authorization. The BoEE staff recommended that the  
7 Board revise the approved list to include the Career and Technical Education  
8 authorization areas identified by the National Association of State Directors of Career  
9 Technical Education Consortium (NASDCTEC). **MOTION CARRIED UNANIMOUSLY.**

10  
11 Committee assignments for FY 2017: Board Chair, Andy Pattee, distributed forms to  
12 board members to rank their committee choice, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, or no preference. Forms  
13 will be distributed via email to those board members who were unable to attend the  
14 meeting. Once those forms are submitted, Dr. Pattee will assign members to the  
15 various committees. The committee assignments will be announced at the August  
16 meeting. (Committees: Professional Practices Committee; Executive Committee;  
17 Board Operating Guidelines Committee)

18  
19 Continue discussion on Thursday’s retreat topics:

- 20 • Potential Iowa Administrative Code changes for FY 17  
21 • Licensure/BoEE issues that emerge from the legislative process  
22 • Legislative priorities for FY 17  
23 • Ideas on board presentations for FY 17

24  
25 Other items:

26 Part of the communication plan is to create a Stakeholder Advisory Group to be set by  
27 July 1, 2016. But, given the changes in BoEE leadership, this will be deferred to the  
28 new executive director.

29  
30 The Professional Practices Institute (PPI) will be held in Iowa this year at the Embassy  
31 Suites in Des Moines on October 26-28, 2016. (Darcy Hathaway is on the planning  
32 committee.) There will be more communication at an upcoming meeting. Board  
33 members and BoEE staff may be called upon to assist at PPI.

1 There being no further business, Mary K. Overholtzer moved, with a second by Sara  
2 Yedlik to adjourn the meeting. Meeting adjourned at 1:15 p.m. **MOTION CARRIED**  
3 **UNANIMOUSLY.**

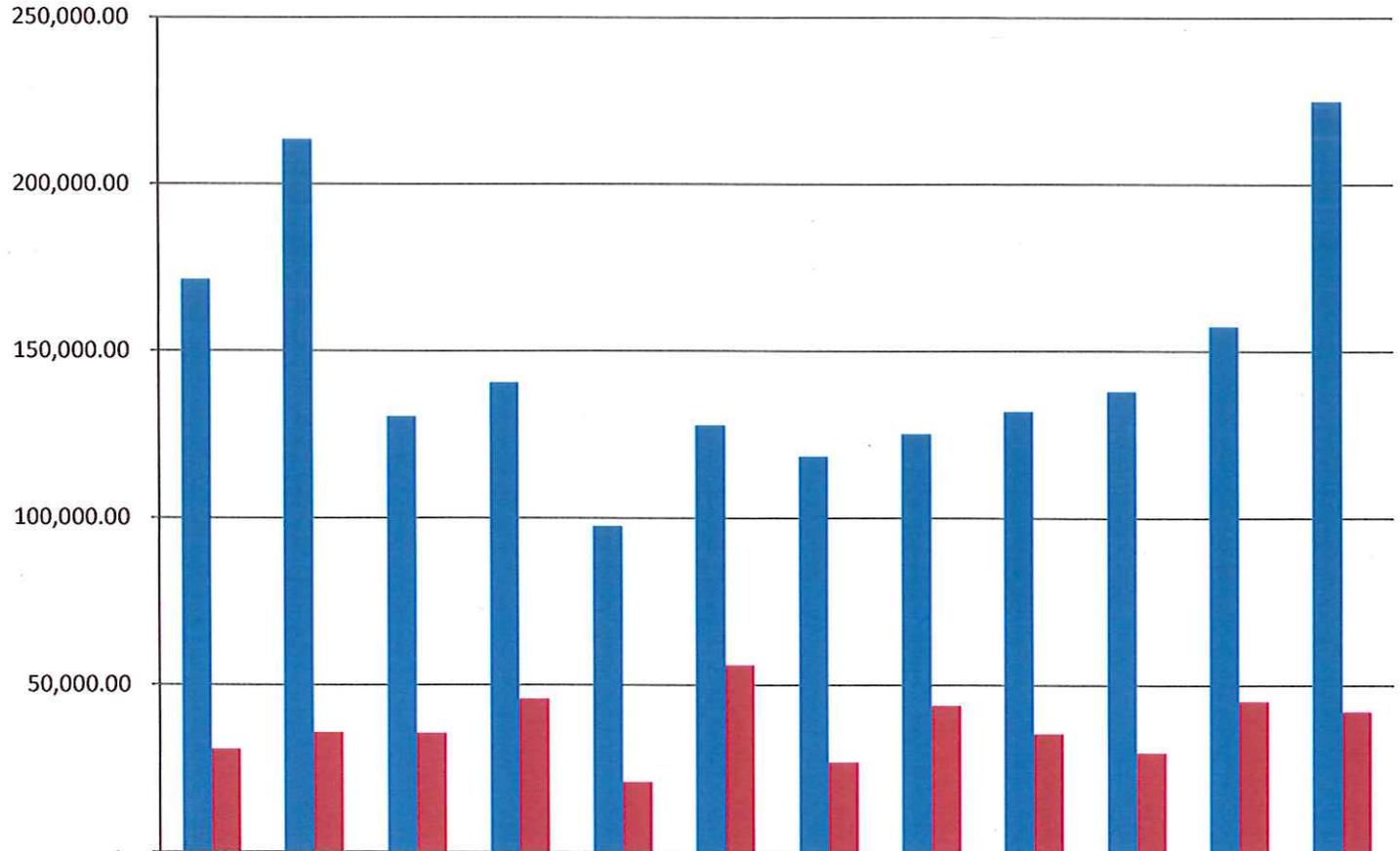
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Board of Educational Examiners (BOEE)  
Cash Balance  
13-Year History

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
BOEE Beginning Cash Balance	570,694	1,176,209	1,156,232	1,047,214	923,038	695,115	465,146	999,099	751,217	186,971	5,130	-	34,116
State Appropriation													40,974
Total Revenues	2,226,066	2,139,088	2,151,248	2,165,193	2,102,941	2,072,492	2,026,630	2,066,128	1,919,330	1,882,229	1,672,430	860,357	846,559
Total Expenditures	2,194,693	2,744,602	2,131,271	2,056,175	1,978,765	1,844,569	1,796,661	2,600,081	1,671,448	1,317,983	1,418,113	855,227	880,675
Surplus (Shortage)	31,372	(605,515)	19,977	109,018	124,176	227,923	229,969	(533,953)	247,882	564,246	254,317	5,130	40,974
BOEE Ending Cash Balance	602,067	570,694	1,176,209	1,156,232	1,047,214	923,038	695,115	465,146	999,099	751,217	186,971	5,130	-
Percentage Change	5%	-51%	2%	10%	13%	33%	49%	-53%	33%	302%	3545%		

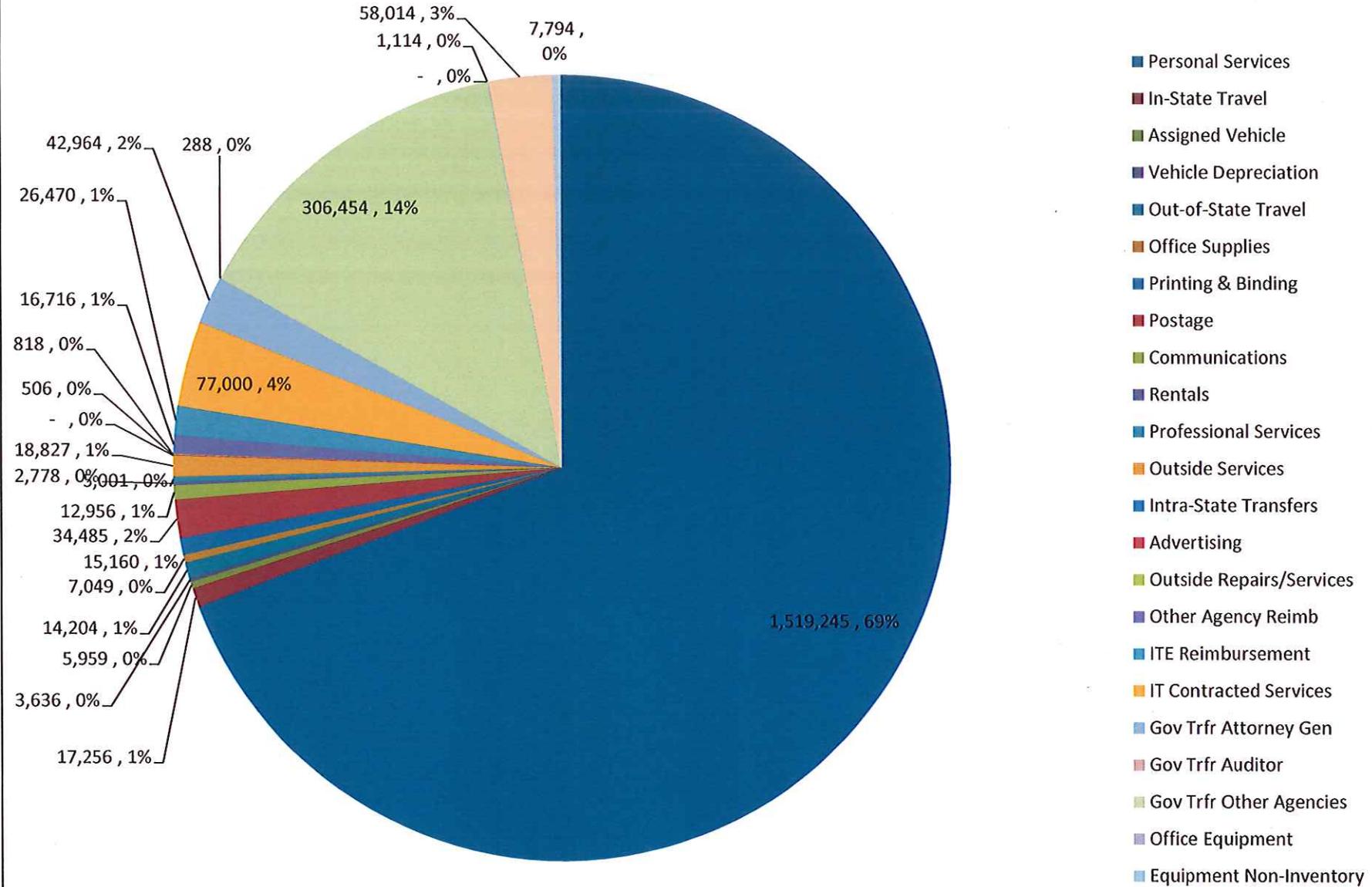
Total Revenue (BoEE and General Fund)	32,174,253.49
BoEE Revenue	24,130,690.12
General Fund Revenue	8,043,563.37
Average Yearly Expenses	1,774,630.69
Number of Years of Average Expenditures	4.53
Average Yearly Appropriation	150,444.44
Average Yearly Expenses Less Appropriations	1,624,186.24
Number of Years of Average Expenditures	4.95

## Receipts July 2015-June 2016

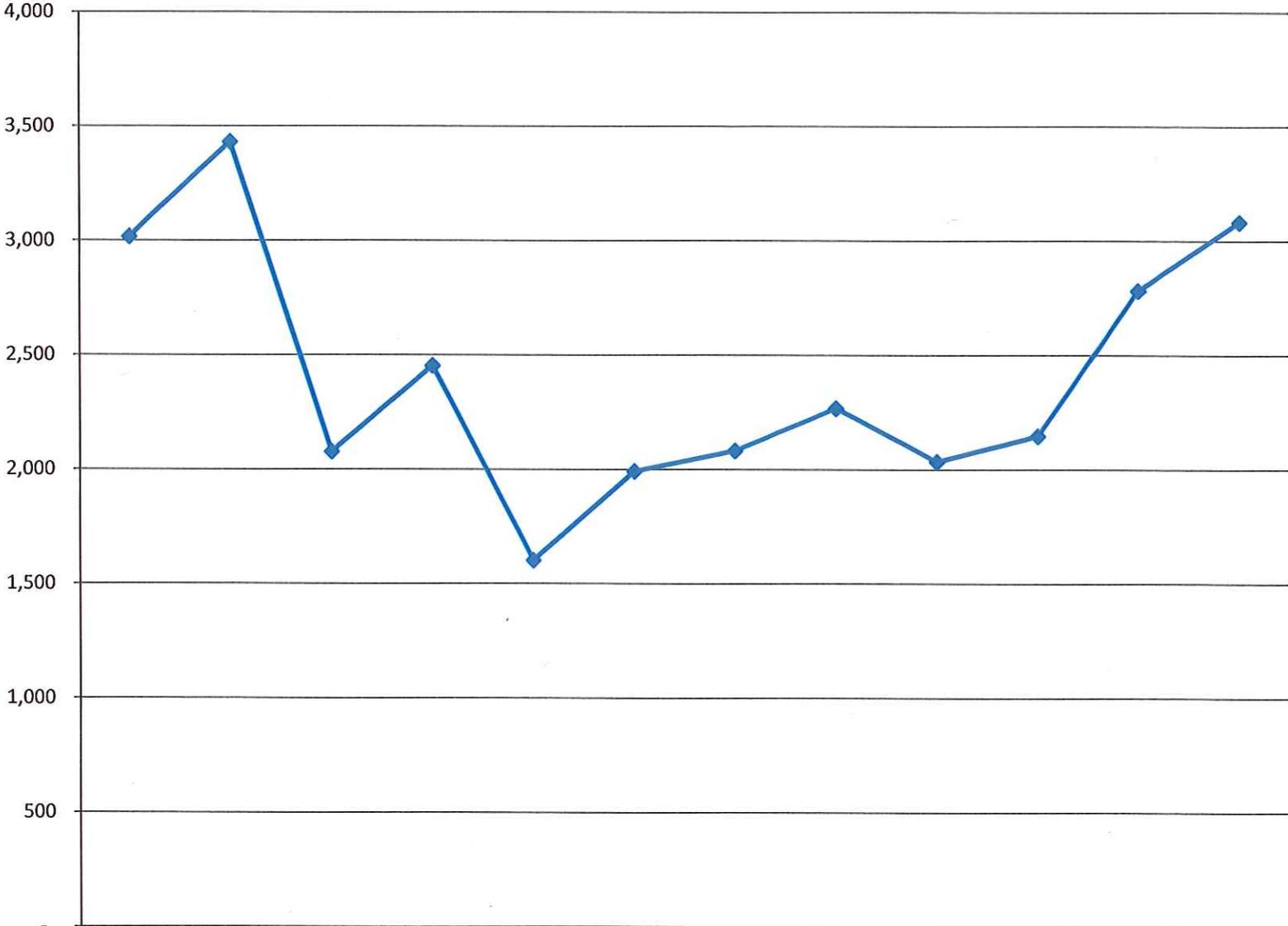


	July 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16
Licensure Fees	171,398	213,417	130,405	140,603	97,661.	127,788	118,476	125,262	132,042	137,917	157,436	224,934
DCI Check Fee	30,793.	35,840.	35,630.	45,806.	21,008.	55,975.	26,911.	43,917.	35,542.	29,727.	45,178.	42,200.

# Expenditures July 2015-June 2016

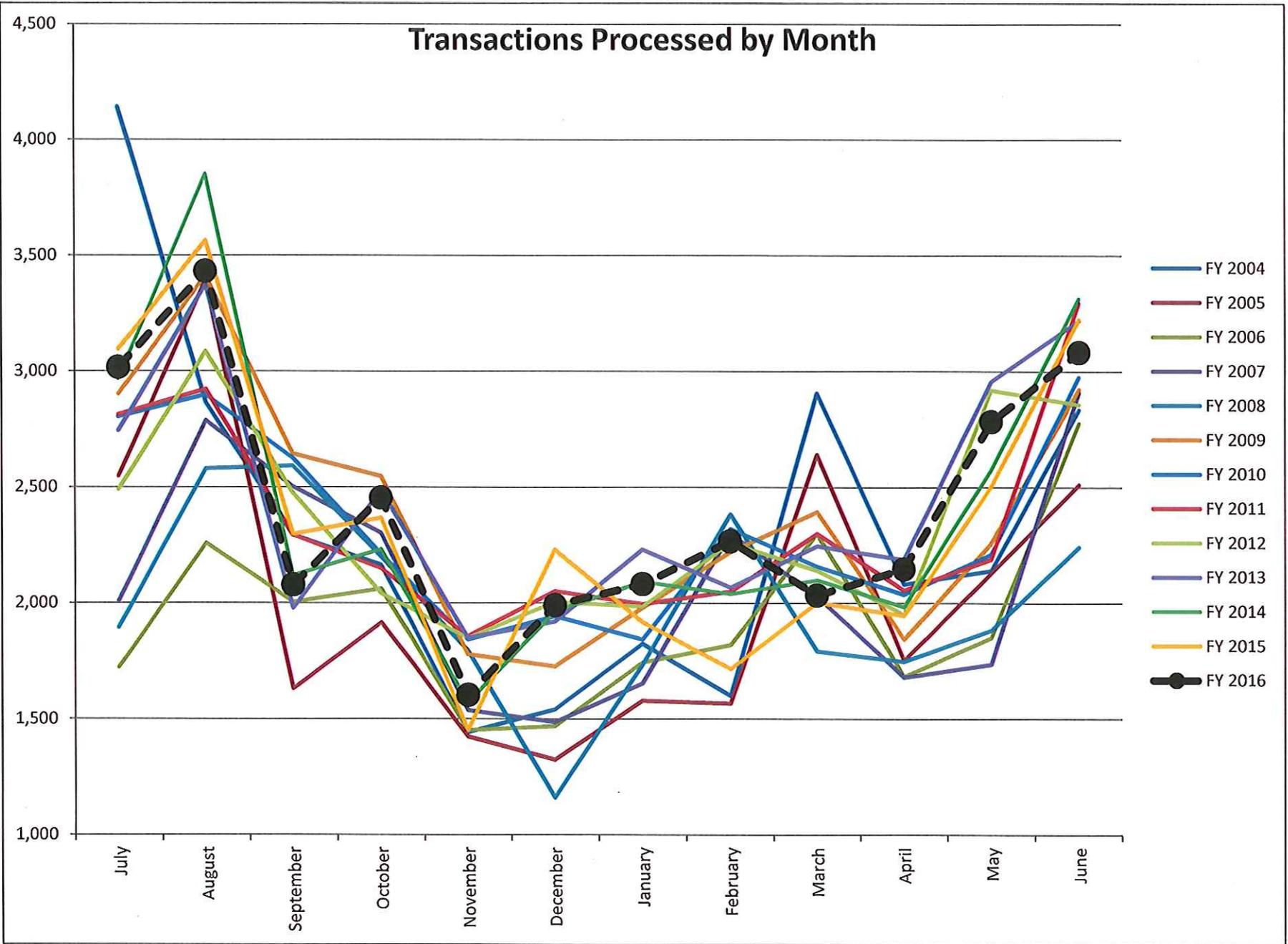


### Total # of Transactions FY16



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total # Licenses Issued	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,082

### Transactions Processed by Month



FY 16 Balance Sheet / Cash Flow Chart

Licensure Fees (orgn 9397)	July 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jun+30	Jun+60	Total
<b>Receipts</b>															
Brought Fwd from 14 Carry Fwd to 16	100,000.00	470,693.41	-	-	-	-	-	-	-	-	-	-	-	-	570,693
234 Gov Transfer in Other Agcy	-	85.00	-	-	105.00	-	-	6.25	-	-	-	-	(100,000.00)	-	196
401 Licensure Fees	171,398.25	213,417.75	130,405.50	140,603.25	97,661.25	127,788.00	118,476.75	125,262.00	132,042.00	137,917.50	157,436.25	224,934.00	-	-	1,777,343
704 DCI Check Fee	30,793.00	35,840.00	35,630.00	45,806.00	21,009.00	55,975.00	28,911.00	43,917.00	35,542.00	29,727.00	45,178.00	42,200.12	-	-	448,527
BoEE Total Receipts	202,191.25	249,342.75	166,035.50	186,409.25	118,774.25	183,763.00	145,387.75	169,185.25	167,584.00	167,644.50	202,614.25	267,134.12	-	-	2,226,066
401 Licensure Fees (GenFund)	56,611.75	70,545.25	43,083.50	46,501.75	32,234.75	42,201.00	38,992.25	41,266.00	43,343.00	45,314.50	51,794.75	68,299.88	-	-	580,188
<b>Expenditures</b>															
101 Personal Services	65,311.23	123,266.77	192,171.67	102,614.16	120,348.74	117,139.97	125,175.83	111,383.19	181,995.05	96,085.09	117,583.71	166,169.78	50,000.00	-	1,519,245
202 In-State Travel	-	1,125.61	908.61	2,920.59	1,625.05	492.20	1,843.25	2,895.58	1,205.93	963.11	2,814.98	460.84	-	-	17,256
203 Assigned Vehicle	-	149.15	131.35	409.08	528.46	315.69	232.66	159.57	416.30	223.69	227.34	3,165.30	3,000.00	-	5,959
204 Vehicle Depreciation	-	360.00	360.00	360.00	360.00	360.00	360.00	360.00	360.00	160.00	160.00	438.00	276.00	-	3,636
205 Out-of-State Travel	1,669.64	-	(354.43)	3,795.70	590.50	537.53	420.00	1,314.46	-	2,595.40	-	3,635.10	360.00	-	14,204
301 Office Supplies	5,222.46	8.28	10.75	220.16	111.48	-	1,031.04	36.03	98.89	126.55	22.18	160.75	150.00	-	7,049
309 Printing & Binding	1,284.81	-	396.92	3,910.10	2,041.50	2,723.70	434.20	99.10	28.00	1,029.25	2,987.75	225.00	-	-	15,160
313 Postage	-	3,817.71	3,440.84	3,218.89	3,195.30	2,131.84	2,607.87	2,698.04	2,470.05	2,494.47	2,086.62	6,323.28	3,350.00	-	34,485
401 Communications	-	1,108.02	1,163.28	1,164.44	1,114.71	1,113.60	1,104.93	1,136.03	1,055.98	1,067.17	1,108.87	1,819.00	722.00	-	12,956
402 Rentals	2,128.06	-	75.00	75.00	-	-	-	-	-	-	500.00	-	-	-	2,778
405 Professional Services	40.00	168.90	50.00	523.11	913.68	(26.41)	-	1,136.22	153.04	545.53	451.07	1,045.80	780.00	-	5,001
406 Outside Services	-	-	6,475.02	1,317.81	2,082.00	2,467.25	2,126.98	565.90	2,029.63	751.29	863.84	167.14	110.00	-	18,827
407 Intra-State Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
408 Advertising	-	-	-	54.56	-	-	-	-	-	395.00	-	56.81	-	-	506
409 Outside Repairs/Services	428.97	-	-	145.38	-	-	101.03	-	-	142.54	-	-	-	-	818
414 Other Agency Reimb	-	44.00	13,950.81	44.00	44.00	724.50	42.00	37.00	717.50	39.00	47.86	1,025.50	306.00	-	16,716
416 ITE Reimbursement	-	3,345.20	2,476.53	2,954.79	1,962.16	3,689.18	1,593.54	1,464.56	1,678.48	1,520.63	1,535.87	4,248.69	2,700.00	-	26,470
418 IT Contracted Services	-	-	30,000.00	-	-	-	-	-	47,000.00	-	-	-	-	-	77,000
432 Gov Trfr Attorney Gen	-	-	6,690.74	3,694.81	3,558.88	3,379.53	4,867.19	3,396.65	-	6,706.94	3,382.16	7,287.56	3,950.00	-	42,964
433 Gov Trfr Auditor	-	-	-	-	116.88	-	-	113.67	-	57.23	-	-	-	-	288
434 Gov Trfr Other Agencies	-	-	44,514.00	21,270.22	47,204.88	13,771.00	30,627.75	525.00	41,142.00	20,068.00	29,579.88	57,751.00	30,000.00	-	306,454
502 Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
503 Equipment Non-Inventory	-	-	-	-	-	1,114.00	-	-	-	-	-	-	-	-	1,114
510 IT Equipment & Software	18,713.00	-	31,607.07	27.02	319.08	-	753.51	3,910.25	-	2,550.33	-	133.51	-	-	58,014
602 SWICAP/Other Expense	-	-	49.70	1,923.62	49.90	946.71	581.47	(85.00)	855.79	732.04	1,083.17	1,657.06	490.00	-	7,794
Total Expenditures	94,798.17	133,393.64	334,117.86	150,643.44	186,147.18	150,880.29	173,903.25	131,146.25	281,206.64	138,253.26	164,435.30	255,768.12	96,194.00	-	2,194,693
Excess (Deficiency) of Revenue over Expenditures	107,393.08	115,949.11	(168,082.36)	35,765.81	(67,477.93)	32,882.71	(28,515.50)	38,032.75	(113,622.64)	29,391.24	38,178.95	11,366.00	(96,194.00)	-	31,261
Beginning Cash Balance	100,000.00	207,393.08	794,035.60	625,953.24	661,719.05	594,346.12	627,228.83	598,713.33	636,752.33	523,129.69	552,520.93	590,699.88	602,065.88	-	-
Ending Cash Balance	207,393.08	794,035.60	625,953.24	661,719.05	594,346.12	627,228.83	598,713.33	636,752.33	523,129.69	552,520.93	590,699.88	602,065.88	-	-	31,372

June +30 expenses are anticipated expenses

Licensure Fee Receipts by Accounting Source and Month SFY 15

Acct	Class	Description	July 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jun+30	Jun+60	Total
		Brought Fwd not included															
153	234	Licensure Fees % - Other Agcy	-	85.00	-	-	105.00	-	-	6.25	-	-	-	-	-	-	196.25
154	401	Licensure Fees %	171,398.25	213,417.75	130,405.50	140,603.25	97,661.25	127,788.00	118,476.75	125,262.00	132,042.00	137,917.50	157,436.25	224,934.00	-	-	1,777,342.50
154	704	DCI Check Fee	30,793.00	35,840.00	35,630.00	45,806.00	21,008.00	55,975.00	26,911.00	43,917.00	35,542.00	29,727.00	45,178.00	42,200.12	-	-	448,527.12
Gen Fund	234	Licensure Fees % - Other Agcy	-	30.00	-	-	-	-	-	-	-	-	-	-	-	-	30.00
Gen Fund	401	Licensure Fees	56,611.75	70,545.25	43,083.50	46,501.75	32,234.75	42,201.00	38,992.25	41,266.00	43,343.00	45,314.50	51,794.75	68,299.88	-	-	580,188.38
		Net Receipts	<u>258,803.00</u>	<u>319,918.00</u>	<u>209,119.00</u>	<u>232,911.00</u>	<u>151,009.00</u>	<u>225,964.00</u>	<u>184,380.00</u>	<u>210,451.25</u>	<u>210,927.00</u>	<u>212,959.00</u>	<u>254,409.00</u>	<u>335,434.00</u>	-	-	<u>2,806,284.25</u>
0914	401	Refunds	238.00	1,070.00	636.00	1,226.00	1,854.00	877.00	1,025.00	-	1,211.00	1,061.00	2,152.00	540.00	-	-	11,890.00

**Obligations vs. Budget Report**  
**Budget Fiscal Year: 2016**

	Total Obligations FY-To-Date	SY 16 Spending Plan	Budget Balance	Percent of Budget Received /Spent
<b>Resources:</b>				
Balance Forward	\$ 570,693	\$ 1,176,209		
Receipts				
Salary adj				
401 Fees, Lic. & Permits	\$ 1,777,343	\$ 1,735,513		
704 Other	\$ 448,527	\$ 360,000		
<b>Total Resources:</b>	<b>\$ 2,796,563</b>	<b>\$ 3,271,722</b>	<b>\$ 1,045,852</b>	<b>68%</b>
<i>(Total Revenue)</i>	<u><u>\$ 2,225,870</u></u>			
<b>Expenditures:</b>				
101 Personal Services	\$ 1,519,245	\$ 1,569,574	\$ 50,329	97%
202 In-State Travel	\$ 17,256	\$ 25,000	\$ 7,744	69%
203 Assigned Vehicle	\$ 5,959	\$ 5,000	\$ (959)	119%
204 Vehicle Depreciation	\$ 3,636	\$ 4,000	\$ 364	91%
205 Out-of-State Travel	\$ 14,204	\$ 20,000	\$ 5,796	71%
301 Office supplies	\$ 7,049	\$ 12,000	\$ 4,951	59%
309 Printing & Binding	\$ 15,160	\$ 15,000	\$ (160)	101%
313 Postage	\$ 34,485	\$ 38,000	\$ 3,515	91%
401 ICN/Communications	\$ 12,956	\$ 15,000	\$ 2,044	86%
402 Rentals	\$ 2,778	\$ 3,500	\$ 722	79%
405 Professional Services	\$ 5,001	\$ 26,000	\$ 20,999	19%
406 Outside Services	\$ 18,827	\$ 5,000	\$ (13,827)	377%
407 Trans to Other agency	\$ -	\$ -	\$ -	#DIV/0!
408 Advertising	\$ 506	\$ 3,000	\$ 2,494	17%
409 Outside Repairs/Ser	\$ 818	\$ 4,000	\$ 3,182	20%
414 Other Agency Reimb	\$ 16,716	\$ 12,000	\$ (4,716)	139%
416 ITD Reimbursement	\$ 26,470	\$ 22,000	\$ (4,470)	120%
418 IT Contracted services	\$ 77,000	\$ 36,000	\$ (41,000)	214%
432 Gov Transfer AG	\$ 42,964	\$ 41,000	\$ (1,964)	105%
433 Gov Transfer Auditor	\$ 288	\$ 8,000	\$ 7,712	4%
434 Gov Trans Other Agency	\$ 306,454	\$ 360,000	\$ 53,546	85%
501/ Equipment Inventory	\$ -	\$ 102,500	\$ 102,500	0%
503 Equipment Non-Inven	\$ 1,114	\$ 3,100	\$ 1,986	36%
510 IT Equipment	\$ 58,014	\$ 60,000	\$ 1,986	97%
602 SWICAP	\$ 7,794	\$ 20,000	\$ 12,206	39%
705 Refunds	\$ 11,890	\$ 9,300	\$ (2,590)	128%
<b>Carryover</b>		\$ -		
<b>Expenditure Subtotal</b>	<b>\$ 2,206,583</b>	<b>\$ 2,418,974</b>	<b>\$ 212,391</b>	<b>91%</b>
<i>Revenue Less Expenditures</i>	<u><u>\$ 19,286</u></u>			

(off from Finance report by  
\$9,300 due to inclusion of  
refunds)

FY 2015 Actual Revenue for each License Issued

**Number of Transactions Processed by Month**

**Record Year in Green**

	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
<b>FY 2016</b>	<b>3,017</b>	<b>3,432</b>	<b>2,078</b>	<b>2,454</b>	<b>1,603</b>	<b>1,991</b>	<b>2,082</b>	<b>2,267</b>	<b>2,034</b>	<b>2,147</b>	<b>2,783</b>	<b>3,082</b>	<b>28,970</b>
<i>Running Total</i>	<i>3,017</i>	<i>6,449</i>	<i>8,527</i>	<i>10,981</i>	<i>12,584</i>	<i>14,575</i>	<i>16,657</i>	<i>18,924</i>	<i>20,958</i>	<i>23,105</i>	<i>25,888</i>	<i>28,970</i>	
<b>FY 2015</b>	<b>3,095</b>	3,564	2,297	2,368	1,452	<b>2,230</b>	1,918	1,717	2,003	1,946	2,505	3,224	28,319
<i>Running Total</i>	<i>3,095</i>	<i>6,659</i>	<i>8,956</i>	<i>11,324</i>	<i>12,776</i>	<i>15,006</i>	<i>16,924</i>	<i>18,641</i>	<i>20,644</i>	<i>22,590</i>	<i>25,095</i>	<i>28,319</i>	
<b>FY 2014</b>	2,968	<b>3,852</b>	2,120	2,232	1,571	1,964	2,092	2,040	2,099	1,984	2,576	<b>3,314</b>	28,812
<i>Running Total</i>	<i>2,968</i>	<i>6,820</i>	<i>8,940</i>	<i>11,172</i>	<i>12,743</i>	<i>14,707</i>	<i>16,799</i>	<i>18,839</i>	<i>20,938</i>	<i>22,922</i>	<i>25,498</i>	<i>28,812</i>	
<b>FY 2013</b>	2,744	3,375	1,978	2,488	1,849	1,920	<b>2,231</b>	2,068	2,246	<b>2,188</b>	<b>2,956</b>	3,219	<b>29,262</b>
<i>Running Total</i>	<i>2,744</i>	<i>6,119</i>	<i>8,097</i>	<i>10,585</i>	<i>12,434</i>	<i>14,354</i>	<i>16,585</i>	<i>18,653</i>	<i>20,899</i>	<i>23,087</i>	<i>26,043</i>	<i>29,262</i>	
<b>FY 2012</b>	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
<i>Running Total</i>	<i>2,490</i>	<i>5,577</i>	<i>8,052</i>	<i>10,093</i>	<i>11,942</i>	<i>13,947</i>	<i>15,932</i>	<i>18,191</i>	<i>20,332</i>	<i>22,283</i>	<i>25,203</i>	<i>28,060</i>	
<b>FY 2011</b>	2,812	2,923	2,294	2,149	<b>1,857</b>	2,051	1,996	2,050	2,299	2,055	2,189	3,293	27,968
<i>Running Total</i>	<i>2,812</i>	<i>5,735</i>	<i>8,029</i>	<i>10,178</i>	<i>12,035</i>	<i>14,086</i>	<i>16,082</i>	<i>18,132</i>	<i>20,431</i>	<i>22,486</i>	<i>24,675</i>	<i>27,968</i>	
<b>FY 2010</b>	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
<i>Running Total</i>	<i>2,804</i>	<i>5,703</i>	<i>8,329</i>	<i>10,539</i>	<i>12,381</i>	<i>14,325</i>	<i>16,168</i>	<i>18,489</i>	<i>20,647</i>	<i>22,684</i>	<i>24,895</i>	<i>27,871</i>	
<b>FY 2009</b>	2,902	3,413	<b>2,644</b>	<b>2,547</b>	1,779	1,726	1,979	2,221	2,393	1,844	2,259	2,923	28,630
<i>Running Total</i>	<i>2,902</i>	<i>6,315</i>	<i>8,959</i>	<i>11,506</i>	<i>13,285</i>	<i>15,011</i>	<i>16,990</i>	<i>19,211</i>	<i>21,604</i>	<i>23,448</i>	<i>25,707</i>	<i>28,630</i>	
<b>FY 2008</b>	1,895	2,580	2,592	2,199	1,795	1,161	1,733	<b>2,384</b>	1,792	1,748	1,883	2,242	27,344
<i>Running Total</i>	<i>1,895</i>	<i>4,475</i>	<i>7,067</i>	<i>9,266</i>	<i>11,061</i>	<i>12,222</i>	<i>13,955</i>	<i>16,339</i>	<i>18,131</i>	<i>19,879</i>	<i>21,762</i>	<i>24,004</i>	
<b>FY 2007</b>	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
<i>Running Total</i>	<i>2,008</i>	<i>4,796</i>	<i>7,299</i>	<i>9,601</i>	<i>11,139</i>	<i>12,625</i>	<i>14,279</i>	<i>16,579</i>	<i>18,607</i>	<i>20,287</i>	<i>22,023</i>	<i>24,933</i>	
<b>FY 2006</b>	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
<i>Running Total</i>	<i>1,722</i>	<i>3,981</i>	<i>5,986</i>	<i>8,048</i>	<i>9,500</i>	<i>10,969</i>	<i>12,713</i>	<i>14,533</i>	<i>16,832</i>	<i>18,515</i>	<i>20,366</i>	<i>23,142</i>	
<b>FY 2005</b>	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
<i>Running Total</i>	<i>2,547</i>	<i>5,941</i>	<i>7,572</i>	<i>9,488</i>	<i>10,911</i>	<i>12,235</i>	<i>13,814</i>	<i>15,381</i>	<i>18,021</i>	<i>19,774</i>	<i>21,904</i>	<i>24,415</i>	
<b>FY 2004</b>	<b>4,142</b>	2,867	2,293	2,164	1,443	1,541	1,825	1,600	<b>2,906</b>	2,082	2,141	2,834	27,838
<i>Running Total</i>	<i>4,142</i>	<i>7,009</i>	<i>9,302</i>	<i>11,466</i>	<i>12,909</i>	<i>14,450</i>	<i>16,275</i>	<i>17,875</i>	<i>20,781</i>	<i>22,863</i>	<i>25,004</i>	<i>27,838</i>	
<b>Proj FY16 for Budget</b>	<b>2,544</b>	<b>3,103</b>	<b>2,288</b>	<b>2,229</b>	<b>1,673</b>	<b>1,753</b>	<b>1,887</b>	<b>2,068</b>	<b>2,191</b>	<b>1,897</b>	<b>2,292</b>	<b>2,931</b>	<b>27,281</b>
<i>Running Total</i>	<i>2,544</i>	<i>5,647</i>	<i>7,935</i>	<i>10,164</i>	<i>11,837</i>	<i>13,590</i>	<i>15,476</i>	<i>17,544</i>	<i>19,735</i>	<i>21,632</i>	<i>23,925</i>	<i>26,856</i>	

FY 2016 Actual Number of Transactions Processed per Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Out-of-State-Frontline	25	69	33	28	23	23	50	55	69	60	57	17	136
Prof Adm - Online	9	10	11	9	10	12	19	4	14	8	13	8	136
Duplicate Lic - Online	33	37	19	17	13	22	20	31	27	25	23	22	289
Late Fees - online	14	17	5	6	2	3	9	3	1	3	6	9	78
Master Ed - Online	139	147	80	71	80	96	133	107	118	85	128	172	1,356
Prof Service License	22	13	11	9	8	3	9	1	4	6	16	12	59
Standard Lic - Online	213	223	131	126	114	128	203	151	152	149	172	241	2,003
Background - Renewal Online	12	NA	233	215	212	239	364	263	288	248	329	442	2,845
Background	430	401	468	508	262	628	260	473	182	270	300	115	4,287
Background - Renewal			671	621	556	553	688	719	703	705	1024	1556	7,796
Initial Teacher Lic	143	182	324	337	111	500	170	413	142	280	426	192	3,220
Extended Initial	16	29	16	17	20	27	36	39	36	37	27	33	333
Standard License	369	318	259	220	171	169	243	241	225	195	412	836	3,658
Master Ed	187	213	164	140	113	133	193	162	153	185	189	280	2,112
Professional Adm	50	23	23	19	18	25	20	2	0	1	1	2	184
Authorization Extension	0	0	0	269	218	196	172	183	160	130	131	137	1,596
Coach Authorization	347	464	213	115	105	89	158	172	254	223	206	82	2,428
Substitute License	144	163	144	157	134	108	102	105	76	38	29	26	1,226
Substitute Auth	79	94	119	87	49	92	137	95	157	169	314	291	1,683
Endorsement	173	288	80	15	1	4	17	5	10	7	13	13	626
Duplicate Lic	27	40	13	43	37	36	53	68	60	68	89	116	650
Tx Evaluation	211	212	92	432	168	105	108	171	148	122	103	65	1,937
Late Payment	73	194	89	32	23	27	17	13	2	27	23	31	551
Out-of-state T or A	126	75	29	0	1	1	0	0	0	0	0	0	232
Out-of-country	0	0	12	7	13	21	20	13	16	19	16	14	151
BTW Driving Instr	10	7	4	45	39	47	67	43	44	63	67	65	501
Class A	149	94	55	13	5	2	4	8	3	1	3	38	375
Executive Director Decision	13	53	6	127	49	18	21	24	23	32	91	144	601
Class B	166	310	93	18	5	11	6	7	3	12	19	30	710
Class E	35	40	4	0	0	1	0	0	1	0	3	1	85
Class G	3	12	3	0	1	0	1	1	0	0	0	0	21
Coach Auth Extend	7	9	0	3	5	4	2	4	4	2	3	4	47
Evaluator License	0	6	3	3	4	1	3	4	3	4	3	3	37
Renew Evaluator License	1	2	0	0	0	0	1	1	0	0	1	1	7
Initial Adm Lic	9	58	15	17	9	19	20	23	14	12	11	33	240
Extended Initial Adm	1	1	0	2	1	3	1	1	0	2	2	2	16
Renew Initial Administrator	5	2	3	4	0	1	1	6	2	2	3	7	36
Convert Initial Administrator	5	10	2	1	0	0	3	7	8	3	7	15	61
Renew Professional Administrator	11	19	3	1	1	0	13	22	25	14	14	24	147
Extend Professional Administrator	1	4	0	1	0	1	2	5	2	0	2	4	22
Administrator Exchange	8	2	3	4	2	2	1	3	4	7	6	1	43
Extend Administrator Exchange	0	1	1	0	0	0	0	0	0	2	0	0	4
Convert Administrator Exchange	0	0	0	0	0	0	0	4	5	0	1	2	12
Class B Administrator	4	1	4	3	0	0	0	1	1	2	2	5	23
Add Endorsement to Admin	0	0	0	0	0	0	0	0	0	0	0	0	0
CTE Authorization	2	2	3	0	0	0	0	2	0	1	2	1	13
Initial CTE Authorization	4	1	0	0	0	2	0	0	1	0	0	3	11
Paraeducator	128	81	37	31	24	41	26	29	21	98	90	58	664
Paraeducator Add Concentration	19	14	7	1	3	1	2	0	2	0	6	18	73
Orientation and Mobility Specialist	1	0	0	0	0	0	0	0	0	0	0	0	1
Statement of Professional Recognition	29	36	22	16	16	10	12	14	10	12	26	10	213
Teacher Intern License	11	3	0	0	0	0	0	0	0	0	4	10	28
												17	
Initial Prof Service	4	10	4	1	0	0	2	7	5	13	12		75
Professional Service	22	20	10	11	7	7	8	7	8	14	22	20	156
PSL - Class A	3	2	0	0	1	1	1	0	0	3	1	1	13
PSL - Class B	0	0	0	0	0	0	0	0	0	0	0	0	0
IPREP-Portfolio Review	0	1	0	1	0	0	0	0	0	0	0	0	2
SBO	21	27	23	28	17	21	20	22	21	21	16	10	247
Native Language Authorization	0	2	0	1	1	0	0	0	0	0	0	1	5
SAM	0	0	0	6	4	1	2	0	2	0	1	2	18
IJAG Authorization	0	1	0	0	1	0	0	2	1	0	0	1	6
Activities Admin. Auth.	2	1	0	0	1	1	0	2	0	0	0	0	7
Over Payment	3	12	5	8	3	4	3	7	6	5	1	4	61
Total # Licenses Issued	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,082	28,188
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued

FY 2016 Actual Revenue for each Transaction Processed

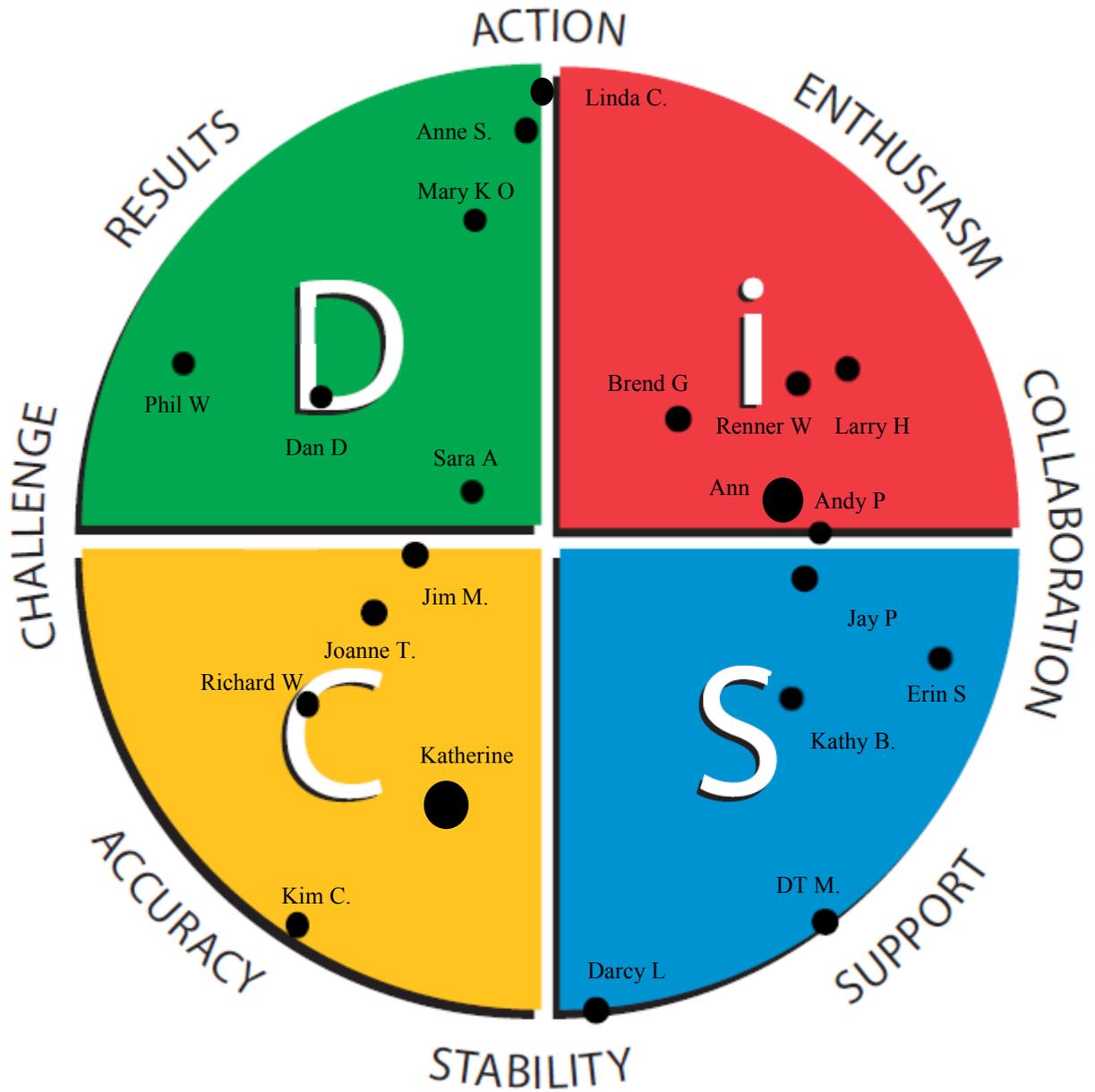
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Rev
Out-of-State-Frontline	\$ 2,125	\$ 5,855	\$ 2,805	\$ 2,210	\$ 1,955	\$ 2,465	\$ 4,250	\$ 4,675	\$ 5,855	\$ 6,800	\$ 3,420		
Prof Adm - Online	\$ 1,936	\$ 1,144	\$ 978	\$ 801	\$ 890	\$ 1,068	\$ 1,691	\$ 356	\$ 1,246	\$ 712	\$ 1,157	\$ 1,513	\$ 13,492
Duplicate Lic - Online	\$ 594	\$ 666	\$ 342	\$ 306	\$ 234	\$ 396	\$ 360	\$ 558	\$ 486	\$ 450	\$ 414	\$ 396	\$ 5,202
Late Fees - online	\$ 650	\$ 1,200	\$ 775	\$ 775	\$ 75	\$ 75	\$ 350	\$ 175	\$ 50	\$ 200	\$ 175	\$ 550	\$ 4,425
Master Ed - Online	\$ 12,232	\$ 12,936	\$ 7,118	\$ 6,319	\$ 7,120	\$ 8,544	\$ 11,837	\$ 9,523	\$ 10,502	\$ 7,565	\$ 11,392	\$ 15,308	\$ 81,791
Prof Service License	\$ 792	\$ 880	\$ 979	\$ 712	\$ 712	\$ 267	\$ 801	\$ 89	\$ 356	\$ 534	\$ 1,424	\$ 1,068	\$ 8,614
Standard Lic - Online	\$ 18,744	\$ 19,624	\$ 11,659	\$ 11,214	\$ 10,146	\$ 11,392	\$ 18,067	\$ 13,439	\$ 13,528	\$ 13,261	\$ 15,308	\$ 21,449	\$ 177,831
Background - Renewal Online	\$ 825												
Background	\$ 27,891.00	\$ 29,852.00	\$ 35,095.00	\$ 38,076.00	\$ 18,930	\$ 47,080	\$ 19,490	\$ 35,510	\$ 13,630	\$ 20,285	\$ 22,635	8628	\$ 317,002
Background - Renewal			\$ 671.00	\$ 621.00	\$ 556	\$ 553	\$ 688	\$ 719	\$ 703	\$ 705	\$ 1,024	1556	\$ 7,796
Initial Teacher Lic	\$ 12,165.00	\$ 15,460.00	\$ 27,540.00	\$ 28,644.00	\$ 9,435	\$ 42,500	\$ 14,450	\$ 35,080	\$ 12,070	\$ 23,800	\$ 36,210	16320	\$ 273,674
Extended Initial	\$ 400.00	\$ 725.00	\$ 400.00	\$ 425.00	\$ 500	\$ 675	\$ 900	\$ 975	\$ 900	\$ 925	\$ 675	825	\$ 8,325
Standard License	\$ 31,366.00	\$ 27,030.00	\$ 21,991.00	\$ 18,700.00	\$ 14,535	\$ 14,390	\$ 20,635	\$ 20,510	\$ 19,125	\$ 16,595	\$ 35,020	71060	\$ 310,957
Master Ed	\$ 15,911.00	\$ 18,105.00	\$ 13,940.00	\$ 11,900.00	\$ 9,605	\$ 11,305	\$ 16,405	\$ 13,770	\$ 13,005	\$ 15,725	\$ 16,065	23800	\$ 179,536
Professional Adm	\$ 4,262.00	\$ 1,955.00	\$ 1,955.00	\$ 1,615.00	\$ 1,530	\$ 2,125	\$ 1,700	\$ 170	\$ -	\$ 85	\$ 85	170	\$ 15,652
Coach Authorization	\$ 29,520.00	\$ 39,425.00	\$ 18,135.00	\$ 22,890.00	\$ 18,565	\$ 16,235	\$ 17,510	\$ 22,815	\$ 26,310	\$ 22,865	\$ 21,505	11680	\$ 267,455
Substitute License	\$ 12,245.00	\$ 13,855.00	\$ 12,240.00	\$ 9,775.00	\$ 8,925	\$ 7,480	\$ 10,030	\$ 7,925	\$ 9,350	\$ 7,140	\$ 7,225	6970	\$ 113,160
Substitute Auth	\$ 6,717.00	\$ 7,990.00	\$ 10,115.00	\$ 13,345.00	\$ 11,390	\$ 9,180	\$ 8,870	\$ 8,245	\$ 9,690	\$ 8,330	\$ 6,800	2210	\$ 102,682
Endorsement	\$ 8,650.00	\$ 14,400.00	\$ 4,000.00	\$ 4,350.00	\$ 2,450	\$ 4,600	\$ 6,850	\$ 4,749	\$ 5,400	\$ 5,250	\$ 13,100	14550	\$ 88,349
Duplicate Lic	\$ 405.00	\$ 600.00	\$ 195.00	\$ 225.00	\$ 15	\$ 60	\$ 255	\$ 75	\$ 150	\$ 105	\$ 195	195	\$ 2,475
Tx Evaluation	\$ 12,635.00	\$ 12,720.00	\$ 5,520.00	\$ 4,133.00	\$ 3,600	\$ 3,900	\$ 6,180	\$ 7,380	\$ 7,750	\$ 8,875	\$ 8,760	6975	\$ 88,428
Late Payment	\$ 1,834.00	\$ 4,844.00	\$ 2,215.00	\$ 10,147.00	\$ 3,615	\$ 1,890	\$ 1,440	\$ 2,905	\$ 1,980	\$ 1,055	\$ 1,150	1625	\$ 34,700
Out-of-state T or A	\$ 10,741.00	\$ 6,380.00	\$ 2,465.00	\$ 2,720.00	\$ 1,930	\$ 2,295	\$ 1,445	\$ 1,105	\$ 170	\$ 2,295	\$ 1,955	2645	\$ 36,146
Out-of-country	\$ -	\$ -	\$ 1,020.00	\$ -	\$ 85	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ 1,190
BTW Driving Instr	\$ 400.00	\$ 280.00	\$ 160.00	\$ 280.00	\$ 520	\$ 840	\$ 800	\$ 600	\$ 640	\$ 800	\$ 880	560	\$ 6,760
Class A	\$ 12,675.00	\$ 7,990.00	\$ 4,675.00	\$ 3,825.00	\$ 3,315	\$ 3,995	\$ 5,695	\$ 3,485	\$ 3,740	\$ 5,270	\$ 5,195	5525	\$ 65,385
Executive Director Decision	\$ 1,105.00	\$ 4,505.00	\$ 510.00	\$ 1,105.00	\$ 425	\$ 170	\$ 340	\$ 680	\$ 255	\$ 85	\$ 255	3230	\$ 12,665
Class B	\$ 16,635.00	\$ 26,350.00	\$ 7,905.00	\$ 10,795.00	\$ 4,165	\$ 1,530	\$ 1,785	\$ 2,040	\$ 1,955	\$ 2,765	\$ 7,770	12240	\$ 95,925
Class E	\$ 5,295.00	\$ 5,936.00	\$ 600.00	\$ 2,710.00	\$ 715	\$ 1,695	\$ 900	\$ 1,079	\$ 430	\$ 1,865	\$ 2,895	4505	\$ 28,625
Class G	\$ 255.00	\$ 1,010.00	\$ 255.00	\$ -	\$ -	\$ 85	\$ -	\$ -	\$ 85	\$ -	\$ 255	85	\$ 2,030
Authorization Extension	\$ -	\$ -	\$ -	\$ -	\$ 85	\$ -	\$ 85	\$ 85	\$ -	\$ -	\$ -	0	\$ 255
Coach Auth Extend	\$ 280.00	\$ 360.00	\$ -	\$ 120.00	\$ 200	\$ 160	\$ 80	\$ 160	\$ 160	\$ 80	\$ 120	160	\$ 1,880
Evaluator License	\$ -	\$ 510.00	\$ 255.00	\$ 255.00	\$ 340	\$ 85	\$ 255	\$ 340	\$ 255	\$ 340	\$ 255	255	\$ 3,145
Renew Evaluator License	\$ 86.00	\$ 170.00	\$ -	\$ -	\$ -	\$ -	\$ 85	\$ 85	\$ -	\$ -	\$ 85	85	\$ 596
Initial Admn Lic	\$ 765.00	\$ 4,930.00	\$ 1,275.00	\$ 1,445.00	\$ 765	\$ 1,615	\$ 1,700	\$ 1,955	\$ 1,190	\$ 1,020	\$ 935	2805	\$ 20,400
Extended Initial Adm	\$ 85.00	\$ 85.00	\$ -	\$ 170.00	\$ 85	\$ 255	\$ 85	\$ 85	\$ 25	\$ 170	\$ 170	170	\$ 1,385
Renew Initial Administrator	\$ 426.00	\$ 170.00	\$ 255.00	\$ 340.00	\$ -	\$ 85	\$ 85	\$ 510	\$ 170	\$ 170	\$ 255	595	\$ 3,061
Convert Initial Administrator	\$ 425.00	\$ 850.00	\$ 170.00	\$ 85.00	\$ -	\$ -	\$ 255	\$ 595	\$ 680	\$ 255	\$ 595	1275	\$ 5,185
Renew Professional Administrator	\$ 935.00	\$ 1,615.00	\$ 255.00	\$ 85.00	\$ 85	\$ -	\$ 1,105	\$ 1,870	\$ 2,125	\$ 1,190	\$ 1,190	2040	\$ 12,495
Extend Professional Administrator	\$ 85.00	\$ 340.00	\$ -	\$ 85.00	\$ -	\$ 85	\$ 170	\$ 425	\$ 170	\$ -	\$ 170	340	\$ 1,870
Administrator Exchange	\$ 680.00	\$ 170.00	\$ 255.00	\$ 340.00	\$ 170	\$ 170	\$ 85	\$ 255	\$ 340	\$ 595	\$ 510	85	\$ 3,655
Extend Administrator Exchange	\$ -	\$ 85.00	\$ 85.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170	\$ -	0	\$ 340
Convert Administrator Exchange	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340	\$ 425	\$ -	\$ 85	170	\$ 1,020
Class B Administrator	\$ 340.00	\$ 85.00	\$ 340.00	\$ 255.00	\$ -	\$ -	\$ -	\$ 85	\$ 85	\$ 170	\$ 170	425	\$ 1,955
Add Endorsement to Admin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
CTE Authorization	\$ 170.00	\$ 170.00	\$ 255.00	\$ -	\$ -	\$ -	\$ -	\$ 170	\$ -	\$ 85	\$ 170	85	\$ 1,105
Initial CTE Authorization	\$ 340.00	\$ 85.00	\$ -	\$ -	\$ -	\$ 170	\$ -	\$ -	\$ 85	\$ -	\$ -	255	\$ 935
Paraeducator	\$ 5,122.00	\$ 3,240.00	\$ 1,495.00	\$ 1,240.00	\$ 960	\$ 1,640	\$ 1,040	\$ 1,160	\$ 840	\$ 3,840	\$ 3,600	2320	\$ 26,497
Paraeducator Add Concentration	\$ 475.00	\$ 350.00	\$ 175.00	\$ 25.00	\$ 75	\$ 25	\$ 50	\$ -	\$ 50	\$ -	\$ 150	450	\$ 1,825
Orientation & Mobility Specialist	\$ 85.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ 85
Statement of Professional Recognition	\$ 2,465.00	\$ 3,060.00	\$ 1,870.00	\$ 1,360.00	\$ 1,360	\$ 850	\$ 1,020	\$ 1,190	\$ 850	\$ 945	\$ 2,125	850	\$ 17,945
Teacher Intern License	\$ 1,355.00	\$ 295.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340	850	\$ 2,840
Initial Professional Service	\$ 340.00	\$ 850.00	\$ 340.00	\$ 85.00	\$ -	\$ -	\$ 170	\$ 595	\$ 425	\$ 1,095	\$ 1,020	1445	\$ 6,365
Professional Service	\$ 1,872.00	\$ 1,700.00	\$ 850.00	\$ 935.00	\$ 595	\$ 595	\$ 680	\$ 595	\$ 680	\$ 1,190	\$ 1,845	1700	\$ 13,237
PSL- Class A	\$ 255.00	\$ 170.00	\$ -	\$ -	\$ 85	\$ 85	\$ 85	\$ -	\$ -	\$ 255	\$ 85	85	\$ 1,105
PSL- Class B	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
IPREP-Portfolio Review	\$ -	\$ 375.00	\$ -	\$ 440.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ 815
SBO	\$ 1,786.00	\$ 2,295.00	\$ 1,955.00	\$ 2,380.00	\$ 1,445	\$ 1,785	\$ 1,700	\$ 1,870	\$ 1,785	\$ 1,785	\$ 1,260	850	\$ 20,896
Native Language Authorization	\$ -	\$ 170.00	\$ -	\$ 85.00	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	85	\$ 425
SAM	\$ -	\$ -	\$ -	\$ 510.00	\$ 340	\$ 85	\$ 170	\$ -	\$ 170	\$ -	\$ 85	170	\$ 1,530
UJAG	\$ -	\$ 85.00	\$ -	\$ -	\$ 85	\$ -	\$ -	\$ 170	\$ 85	\$ -	\$ -	85	\$ 510
Activities Admin. Auth.	\$ 170.00	\$ 85.00	\$ -	\$ -	\$ 85	\$ 85	\$ -	\$ 170	\$ -	\$ -	\$ -	0	\$ 595
Over Payment	\$ 89.00	\$ 76.00	\$ 139.00	\$ 119.00	\$ 81.00	\$ 81.00	\$ 14.00	\$ 420.00	\$ 17.00	\$ 110.00	\$ 10.00	8	\$ 1,164.00
Grand Total	\$ 265,511	\$ 298,238	\$ 202,797	\$ 216,767	\$ 140,909	\$ 202,266	\$ 178,193	\$ 207,087	\$ 164,118	\$ 180,997	\$ 234,664	\$ 253,261	\$ 2,505,368
Background Total	\$ 28,716	\$ 29,652	\$ 35,768	\$ 38,697	\$ 19,458	\$ 47,633	\$ 20,178	\$ 38,229	\$ 14,333	\$ 20,990	\$ 23,559	\$ 10,184	\$ 324,788
BoEE Revenue	\$ 179,190	\$ 205,688	\$ 127,377	\$ 135,210	\$ 92,534	\$ 117,824	\$ 121,699	\$ 131,650	\$ 116,738	\$ 125,105	\$ 160,886	\$ 182,323	\$ 1,635,443
General Fund Total	\$ 59,199	\$ 67,097	\$ 41,758	\$ 44,518	\$ 30,356	\$ 38,658	\$ 39,504	\$ 42,715	\$ 37,445	\$ 40,002	\$ 52,774	\$ 60,774	\$ 545,143
BoEE+GenFund	\$ 238,389	\$ 272,785	\$ 169,135	\$ 179,728	\$ 122,889	\$ 156,482	\$ 161,203	\$ 174,354	\$ 154,184	\$ 165,107	\$ 213,660	\$ 243,097	\$ 2,180,590
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued

### **July 1, 2015 – June 30, 2016 BOEE Accomplishments:**

- D.T. presented at the National Network of State Teachers of the Year (NNSTOY) conference
- Joanne and D.T. met with a group established by Senator Herman Quirnbach to discuss literacy training requirements for Iowa teachers
- Darcy, Joanne, and D.T. presented twice at the SAI Annual Conference
- The BoEE successfully hosted the agency's first summer intern
- Joanne continued to serve as a member of the Council on Educator Development
- The consultants attended AEA superintendent meetings on a regular basis
- Joanne led an ethics task force that provided recommendations to the board about mandatory ethics training requirements
- Darcy and D.T. met with ISEA leadership to discuss ISEA's legislative initiatives impacting the BoEE
- Darcy, Renner and D.T. attended the annual NASDTEC Professional Practices Institute in Atlanta, GA
- Karen Ford-Annis, Clerk Specialist, retired after 16 ½ years of service to the BoEE
- The board received an excellent presentation about the administrative hearing process from Judge LaMarche, Christy Hickman (an ISEA attorney), and Renner Walker (Assistant Attorney General)
- D.T. attended a White House Convening on Strengthening School Counseling and College Advising
- The BoEE staff honored Karen Ford-Annis and Dr. Mary Lou Nosco who both retired from the BoEE during 2015
- The Sara Gott case was resolved
- Both of the BoEE's formal code change proposals were accepted by the Governor's office
- The coaching authorization application was launched in the new licensure system
- Dr. Mary Lou Nosco retired after a lengthy career of service
- Dr. Linda Espey was hired to replace Dr. Mary Lou Nosco
- The board received new laptops
- The board held its annual legislative reception
- The staff successfully launched the Behind the Wheel Authorization application in the new licensing system
- The activities administration authorization application was launched in the new licensure system
- The statement of professional recognition nurse application was launched in the new licensure system
- The behind the wheel driving instructor authorization application was launched in the new licensure system
- D.T. was the chair of the NASDTEC planning committee for the Ted Andrews Winter Symposium
- The board heard a presentation from Dr. Peggy Brookins, President and CEO of the National Board for Professional Teaching Standards (NBPTS) about National Board Certification
- Steve Mitchell facilitated a meeting between BoEE staff and coaching authorization programs
- BoEE staff and board members (Larry Hill and Jay Prescott) met with IACTE leadership

- Tom Buckman was appointed to fill Richard Wortmann's seat on the board and Anne Sullivan and Jay Prescott were reappointed to the board
- Bree Elscott returned as the BoEE's summer intern
- BoEE consultants continued to attend AEA superintendent meetings
- D.T. attended the Discover Education Day at DMACC FFA Enrichment Center
- The transitional coaching authorization was passed by the General Assembly and signed by Governor Branstad
- D.T. attended the Governor's Future Ready Iowa Summit
- D.T. was invited and attended the department head meetings with the Governor's Chief of Staff
- No BoEE cash reserves were appropriated by the General Assembly
- Joanne and Jeff successfully sent out the BoEE's May Newsletter to just under 85,000 credential holders in the BoEE database using the new email Gov Delivery system
- Joanne, Dave, Mike and D.T. attended the 2016 NASDTEC Annual Convention
- D.T. finished his three year term on the NASDTEC Board
- Linda is representing BoEE on the Iowa College and Career Readiness Steering committee. This is a coalition of education stakeholder groups, colleges, universities and state agencies with an interest in strengthening college and career readiness efforts in Iowa
- Linda has met monthly with the Licensure Renewal Coordinators from AEAs, ISEA, and districts who offer renewal credit for Iowa educators
- Dave attended a Work Experience coordinators conference in April 2016
- Dave and Mike attended the ISFIS conference
- Mike worked with the Department of Education to implement the Strategist II ID enforcement and compressed preparation through Iowa institutions to meet the fields need
- Mike worked with the Department of Education to develop and implement Paraeducator preparation standards
- Ann Lebo was hired to replace D.T. as the Executive Director
- The BoEE continued to process transactions at record setting levels

# BoEE DiSC Profiles



## NOTICE MEMO

**Date: August 5, 2016**

**To: Board Members**

**From: Dr. Ann Lebo, Executive Director**

**RE: Amend IAC 282 Chapters 13 and 22**

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Pursuant to the authority of Iowa Code section 272.2(1)"a", the Board of Educational Examiners hereby gives Notice of Intended Action to amend Chapter 13, "Issuance of Teacher Licenses and Endorsements", and Chapter 22, "Authorizations", Iowa Administrative Code.

The proposed amendments reflect the requirement for the board to adopt rules as a result of recent legislative changes to Iowa Code 272.31. Language has been expanded for the allowance of a transitional coaching authorization. The Board has also added language requiring coaches to obtain CPR certification.

These amendments are intended to implement Iowa Code section 272.2(1)"a" and 272.31.

ITEM 1. Amend rule 282—13(272) as follows:

**13.28(1)-(28)** No change.

**13.28(29)** *Athletic coach*. K-12. An applicant for the coaching endorsement must hold a teacher's license with one of the teaching endorsements.

*a. No change.*

*b. Program requirements.*

(1)-(4) no change.

(5) Successful completion of the concussion training approved by the Iowa High School

Athletic Association or Iowa Girls High School Athletic Union, **and**

**(6) A current certificate of CPR certification.**

**13.28(30)-(33)** No change.

ITEM 2. Amend rule 282—22(272) as follows:

**282—22.1 (272) Coaching authorization.** A coaching authorization allows an individual to coach any sport in a middle school, junior high school, or high school.

**22.1(1)** No change.

**22.1(2) Requirements.** Applicants for the coaching authorization shall have completed the following requirements:

*a. Credit hours.* Applicants must complete credit hours in the following areas:

(1)-(6) *no change.*

**(7) Provide a current certificate of CPR certification.**

**22.1(3)** No change.

**22.1(4) Renewal.** The authorization may be renewed upon application and verification of successful completion of:

*a. Renewal activities.* Applicants for renewal of a coaching authorization must:

(1)-(3) No change.

**(4) Provide a current certificate of CPR certification.**

*b.* No change.

**22.1 (5)-(6)** No change.

**22.1(7) Transitional coaching authorization.**

*a. Application process.* Any person interested in the transitional coaching authorization shall submit a complete application verifying the requirements listed below. Application materials are available from the board of educational examiners online at <http://www.boee.iowa.gov/>.

*b. Requirements.* Applicants for the transitional coaching authorization shall have completed each of the following requirements:

(1) verification that the applicant has not completed the coursework required for a coaching authorization.

(2) verification of an offer of a coaching position by a school or a consortium of schools who will additionally verify that:

a. no fully authorized coaching candidates were found after a diligent search.

b. that the transitional coach will supervised by a licensed athletic director, administrator, or other practitioner serving in a supervisory role during the first two weeks of employment, and

c. that the supervisor will evaluate the performance of the transitional coach using an evaluation form available on the school's website.

(3) successful completion of an approved shortened course of training related to the code of professional rights, responsibilities, practices, and ethics specifically developed for transitional coaches.

(4) successful completion of an approved child and dependent adult abuse mandatory reporter training.

(5) successful completion of a nationally recognized concussion in youth sports training course.

(6) verification that the applicant has attained a minimum age of 21 years.

(7) verification of completion of the background check requirements set forth in rule 282—13.1(272).

*c. Validity.* The transitional coaching authorization shall be valid for no more than one year and is valid only in the school or consortium of schools making the offer of the coaching position.

*d. Renewal.* The transitional coaching authorization is non-renewable.

*e. Revocation and suspension.* Criteria of professional practice and rules of the board of educational examiners shall be applicable to the holders of the transitional coaching authorization. An ethics complaint may be filed if a practitioner begins coaching a sport without current concussion training.

AL/jt

## NOTICE MEMO

**Date:** August 5, 2016

**To:** Board Members

**From:** Dr. Ann Lebo, Executive Director

**RE:** Amend IAC 282 Chapter 13

---

### Notice of Intended Action

Pursuant to the authority of Iowa Code section 272.2(1)"a", the Board of Educational Examiners hereby gives Notice of Intended Action to amend Chapter 13, "Issuance of Teacher Licenses and Endorsements", Iowa Administrative Code.

The proposed amendments reflect the requirement for the board to adopt rules as a result of recent legislative changes to Iowa Code 272.28. Language has been expanded to allow additional educational settings to be used as evidence of successful teaching experience as required to achieve the standard teaching license.

These amendments are intended to implement Iowa Code section 272.2(1)"a" and 272.28.

ITEM 1. Amend rule 282—13.7(272) as follows:

**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 rule 282—13.5(272), 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 within the applicant's approved endorsement area(s). In lieu of completion of an Iowa state-approved mentoring and induction program, the applicant must provide evidence of three years' successful teaching experience within the applicant's approved endorsement area(s) ~~in an Iowa nonpublic school or three years' successful teaching experience in an out-of-state K-12 educational setting~~ at any of the following:

a. An accredited nonpublic school in this state.

b. A preschool program approved by the United States department of health and human services.

c. Preschool programs at school districts approved to participate in the preschool program under chapter 256C.

d. Shared visions programs receiving grants from the child development coordinating council under section 256A.3.

e. Preschool programs receiving moneys from the school ready children grants account of the early childhood Iowa fund created in section 256I.11.

f. an out of state PK-12 educational setting.

## NOTICE MEMO

**Date:** August 5, 2016

**To:** Board Members

**From:** Dr. Ann Lebo, Executive Director

**RE:** Amend IAC 282 Chapters 13 and 22

---

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These amendments are intended to implement Iowa Code section 272.2(1)"a" and 272.31.

ITEM 1. Amend rule 282—13(272) as follows:

**13.28(1)-(28)** No change.

**13.28(29)** *Athletic coach*. K-12. An applicant for the coaching endorsement must hold a teacher's license with one of the teaching endorsements.

*a. No change.*

*b. Program requirements.*

(1)-(4) no change.

(5) Successful completion of the concussion training approved by the Iowa High School

Athletic Association or Iowa Girls High School Athletic Union, **and**

**(6) A current certificate of CPR certification.**

**13.28(30)-(33)** No change.

ITEM 2. Amend rule 282—22(272) as follows:

**282—22.1 (272) Coaching authorization.** A coaching authorization allows an individual to coach any sport in a middle school, junior high school, or high school.

**22.1(1)** No change.

**22.1(2) Requirements.** Applicants for the coaching authorization shall have completed the following requirements:

*a. Credit hours.* Applicants must complete credit hours in the following areas:

(1)-(6) *no change.*

**(7) Provide a current certificate of CPR certification.**

**22.1(3)** No change.

**22.1(4) Renewal.** The authorization may be renewed upon application and verification of successful completion of:

*a. Renewal activities.* Applicants for renewal of a coaching authorization must:

(1)-(3) No change.

**(4) Provide a current certificate of CPR certification.**

*b.* No change.

**22.1 (5)-(6)** No change.

**22.1(7) Transitional coaching authorization.**

*a. Application process.* Any person interested in the transitional coaching authorization shall submit a complete application verifying the requirements listed below. Application materials are available from the board of educational examiners online at <http://www.boee.iowa.gov/>.

*b. Requirements.* Applicants for the transitional coaching authorization shall have completed each of the following requirements:

(1) verification that the applicant has not completed the coursework required for a coaching authorization.

(2) verification of an offer of a coaching position by a school or a consortium of schools who will additionally verify that:

a. no fully authorized coaching candidates were found after a diligent search.

b. that the transitional coach will supervised by a licensed athletic director, administrator, or other practitioner serving in a supervisory role during the first two weeks of employment, and

c. that the supervisor will evaluate the performance of the transitional coach using an evaluation form available on the school's website.

(3) successful completion of an approved shortened course of training related to the code of professional rights, responsibilities, practices, and ethics specifically developed for transitional coaches.

(4) successful completion of an approved child and dependent adult abuse mandatory reporter training.

(5) successful completion of a nationally recognized concussion in youth sports training course.

(6) verification that the applicant has attained a minimum age of 21 years.

(7) verification of completion of the background check requirements set forth in rule 282—13.1(272).

*c. Validity.* The transitional coaching authorization shall be valid for no more than one year and is valid only in the school or consortium of schools making the offer of the coaching position.

*d. Renewal.* The transitional coaching authorization is non-renewable.

*e. Revocation and suspension.* Criteria of professional practice and rules of the board of educational examiners shall be applicable to the holders of the transitional coaching authorization. An ethics complaint may be filed if a practitioner begins coaching a sport without current concussion training.

AL/jt

## DISCUSSION MEMO

**Date:** August 5, 2016

**To:** Board Members

**From:** Dr. Ann Lebo, Executive Director

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

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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:** August 5, 2016

**To:** Board Members

**From:** Dr. Ann Lebo, Executive Director

**RE:** Amend IAC 282 Chapter 24 Paraeducator preparation requirements

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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.

Date: August 5, 2016

To: Board Members

From: Darcy Hathaway

Re: Reminders regarding petitions for waiver

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The administrative rule that sets forth the criteria you must consider in deciding whether to grant a petition for waiver is as follows:

**282—6.4(17A) Criteria for waiver or variance.** In response to a petition completed pursuant to rule 6.6(17A), the board may in its sole discretion issue an order waiving in whole or in part the requirements of a rule if the board finds, based on clear and convincing evidence, all of the following:

1. The application of the rule would impose an undue hardship on the person for whom the waiver is requested;
2. The waiver from the requirements of the rule in the specific case would not prejudice the substantial legal rights of any person;
3. The provisions of the rule subject to the petition for a waiver are not specifically mandated by statute or another provision of law; and
4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than that prescribed in the particular rule for which the waiver is requested.

The Board must find **all four factors** exist in a given case in order to grant the petition for waiver. Therefore, discussion of the petition should focus on the four factors listed in the rule, address them individually, and conclude with a finding on each one.

The attached summary has been prepared by Board staff to aid in your discussion, and any recommendations it may contain are not binding.

## Petition for Waiver

**Name:** Melina Mena-Davis

**License:** Folder number: 1016703. Mena-Davis holds a preliminary native language speaker authorization. She applied for a teacher intern license and was denied because she does not have the required 24 hours of credit for the Spanish endorsement.

**Reason for Waiver:** Mena-Davis asks the board to waive the missing hours of Spanish credit based on her preliminary native language speaker authorization, which she obtained by, among other things, passing a Praxis content test on Spanish language skills.

**Rule Citation:**

**13.28(7) *Foreign language.*** K-8 and 5-12. Completion of 24 semester hours in each foreign language for which endorsement is sought.

**Hardship:** The petition states denial of the waiver would cause undue hardship because Mena-Davis would be unable to complete the teacher intern program with her current cohort, and would have to spend time and money obtaining the additional credits in Spanish.

**Prejudice to Others:** The petition argues there would be no prejudice to others as a result of waiving the cited rule. The board has previously granted one waiver of the cited rule (PFW 13-14). However, the petitioner in that case had already completed a teacher preparation program, held other endorsements on his master educator license, and had completed a Spanish immersion program including 100 hours of classroom time in addition to 18 of the required credit hours.

**Safety and welfare of others:** The petition argues this factor has been met and points to the petitioner's successful completion of the Praxis exam in Spanish and preliminary native language speaker authorization.

**Staff recommendation:** Deny the waiver

**Rationale:** Department of Education rules require those admitted into the teacher intern program to have met the criteria for at least one of the Board's secondary endorsements. *See* 281 Iowa Admin. Code r. 77.11(2)(a). Iowa Code prohibits the Department from waiving any of its rules setting forth standards for practitioner preparation. *See* Iowa Code § 256.7. The Board does not have authority to waive Department of Education rules. *See* 282 Iowa Admin Code r. 6.3 ("The board may grant a waiver from a rule only if the board has jurisdiction over the rule and the requested waiver is consistent with applicable statutes, constitutional provisions, or other provisions of law."). This prohibition is based on Iowa Code section 17A.9A.

Date: August 5, 2016

To: Board Members

From: Darcy Hathaway

Re: Reminders regarding petitions for waiver

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The administrative rule that sets forth the criteria you must consider in deciding whether to grant a petition for waiver is as follows:

**282—6.4(17A) Criteria for waiver or variance.** In response to a petition completed pursuant to rule 6.6(17A), the board may in its sole discretion issue an order waiving in whole or in part the requirements of a rule if the board finds, based on clear and convincing evidence, all of the following:

1. The application of the rule would impose an undue hardship on the person for whom the waiver is requested;
2. The waiver from the requirements of the rule in the specific case would not prejudice the substantial legal rights of any person;
3. The provisions of the rule subject to the petition for a waiver are not specifically mandated by statute or another provision of law; and
4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than that prescribed in the particular rule for which the waiver is requested.

The Board must find **all four factors** exist in a given case in order to grant the petition for waiver. Therefore, discussion of the petition should focus on the four factors listed in the rule, address them individually, and conclude with a finding on each one.

The attached summary has been prepared by Board staff to aid in your discussion, and any recommendations it may contain are not binding.

## **Petition for Waiver**

**Name:** Caleb Plumb

**License:** Folder # 1016891

Plumb holds and expired Behind the Wheel Driving Instructor authorization. His application for a substitute authorization was recently denied.

**Reason for Waiver:** The rule for the substitute authorization requires a baccalaureate degree from a regionally accredited institution. Plumb holds a bachelor's degree from Central Christian College, which is not regionally accredited.

**Rule Citation:**

**282—22.2 (272) Substitute authorization.**

(2) Degree or certificate. Applicants must have achieved at least one of the following:

1. **Hold a baccalaureate degree from a regionally accredited institution.**

**Staff recommendation:** Grant the waiver

**Rationale:** The Board has previously granted several requests for waiver of the substitute authorization rule to individuals who have a bachelor's degree from a college that is accredited by a religious accrediting agency. The board has granted several similar requests from individuals who hold degrees from institutions accredited by the Association for Biblical Higher Education. Plumb's college is also accredited by the Association for Biblical Higher Education.

**Hardship:** Plumb argues denial of the waiver would impose an undue hardship in that he would be unable to supplement his income as a pastor by substitute teaching during the months when he is not teaching driver's education.

**Prejudice to Others:** The Board has granted waivers in similar cases, including:

- 11-26: waiver for substitute authorization granted; petitioner attended Columbia Southern University, an accredited member of the Distance Education and Training Council.
- 12-03: waiver for substitute authorization granted; petitioner attended Barclay College, accredited by Association of Biblical Higher Education.
- 13-12: waiver for substitute authorization granted, petitioner attended Calvary Bible College, accredited by Association of Biblical Higher Education.

**Safety and welfare of others:** The substitute authorization provides limited authority in that the holder can only serve in short-term assignments. The Board must decide whether Plumb's educational background would be as effective as a bachelor's degree from a regionally accredited institution in ensuring the public safety, health, and welfare.

Date: August 5, 2016

To: Board Members

From: Darcy Hathaway

Re: Reminders regarding petitions for waiver

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The administrative rule that sets forth the criteria you must consider in deciding whether to grant a petition for waiver is as follows:

**282—6.4(17A) Criteria for waiver or variance.** In response to a petition completed pursuant to rule 6.6(17A), the board may in its sole discretion issue an order waiving in whole or in part the requirements of a rule if the board finds, based on clear and convincing evidence, all of the following:

1. The application of the rule would impose an undue hardship on the person for whom the waiver is requested;
2. The waiver from the requirements of the rule in the specific case would not prejudice the substantial legal rights of any person;
3. The provisions of the rule subject to the petition for a waiver are not specifically mandated by statute or another provision of law; and
4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than that prescribed in the particular rule for which the waiver is requested.

The Board must find **all four factors** exist in a given case in order to grant the petition for waiver. Therefore, discussion of the petition should focus on the four factors listed in the rule, address them individually, and conclude with a finding on each one.

The attached summary has been prepared by Board staff to aid in your discussion, and any recommendations it may contain are not binding.

## **Petition for Waiver**

**Name:** Pamela Schumann

**License:** Folder #964320

Schumann holds an expired regional exchange license and an expired paraeducator certificate. Her application to convert the regional exchange license was denied because she does not have a license in Arizona, where she completed her teacher preparation.

**Reason for Waiver:** Schumann states that the college she attended, Grand Canyon University, “is refusing to sign off on documents due to changes they have made since graduating in 2012.” She has been unable to obtain an Arizona teaching license.

**Rule Citation:**

13.5(2)b.(1) Shall submit a copy of a valid or expired regular teaching certificate or license exclusive of a temporary, emergency or substitute license or certificate).

**Staff recommendation:** Deny the waiver

**Rationale:** The board granted Schumann a regional exchange license in 2012. At the time, she indicated in a letter that she was waiting on test scores only, and would then be licensed in Arizona. It is not clear from the petition exactly why she has been unable to obtain the Arizona license.

**Hardship:** The petition states Schumann would face undue hardship if the petition is denied. Her granddaughter has health problems that will require some amount of homeschooling, and Schumann would like to be able to supervise this herself.

**Prejudice to Others:** The petition argues there would be no prejudice to the rights of others as a result of granting a waiver in this case. The board previously denied PFW 15-17. The petitioner in that case had attended a teacher preparation program in Michigan, but was unable to obtain a Michigan teacher license because he had not passed the required Michigan assessments.

**Safety and welfare of others:** The Board must decide whether waiving the rule in question would provide substantially equal protection of public health, safety, and welfare. The petition argues public health, safety, and welfare would not be compromised.

Date: August 5, 2016

To: Board Members

From: Darcy Hathaway

Re: Reminders regarding petitions for waiver

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The administrative rule that sets forth the criteria you must consider in deciding whether to grant a petition for waiver is as follows:

**282—6.4(17A) Criteria for waiver or variance.** In response to a petition completed pursuant to rule 6.6(17A), the board may in its sole discretion issue an order waiving in whole or in part the requirements of a rule if the board finds, based on clear and convincing evidence, all of the following:

1. The application of the rule would impose an undue hardship on the person for whom the waiver is requested;
2. The waiver from the requirements of the rule in the specific case would not prejudice the substantial legal rights of any person;
3. The provisions of the rule subject to the petition for a waiver are not specifically mandated by statute or another provision of law; and
4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than that prescribed in the particular rule for which the waiver is requested.

The Board must find **all four factors** exist in a given case in order to grant the petition for waiver. Therefore, discussion of the petition should focus on the four factors listed in the rule, address them individually, and conclude with a finding on each one.

The attached summary has been prepared by Board staff to aid in your discussion, and any recommendations it may contain are not binding.

## **Petition for Waiver**

**Name:** Kevin Stein

**License:** Folder # 1028664

Stein's application for the initial school business official authorization was denied.

**Reason for Waiver:** Stein holds a bachelor's degree in Psychology and Sociology and is currently applying to obtain an associate's degree in accounting from NIACC. He has several years of work experience in business and accounting, to include serving as the business manager for Belmond-Klemme schools since August of 2015. The rule for the initial SBO authorization requires an associate's degree in business or accounting, or 60 semester hours of coursework in business or accounting of which 9 semester hours must be in accounting.

**Rule Citation:** 282—22.3(4)

**Specific requirements for an initial school business official authorization.**

Applicants for an initial school business official authorization shall have completed the following requirements:

- a. *Education.* Applicants must have a minimum of an associate's degree in business or accounting or 60 semester hours of coursework in business or accounting of which 9 semester hours must be in accounting.

**Recommendation:** The staff recommends that the board grant a conditional waiver, requiring Stein to complete an associate's degree in business or accounting within the two-year term of his initial school business official authorization.

**Rationale:** Stein has completed some of the required coursework, and has approximately ten years of business management/accounting experience. His work experience includes a position handling accounts receivable, payroll, etc. for the Belmond-Klemme Community School District.

**Hardship:** Denial of the waiver would prevent Stein from entering the SBO licensure program through IASBO, and obtaining an SBO mentor.

**Prejudice to Others:** Stein believes there would be no prejudice to others if the Board chose to grant the waiver. In PFW 13-05, the board granted a waiver to Kristina Smith, who had a bachelor's degree in Health Care Administration. Smith had 6 hours of accounting coursework, 24 hours of business/management coursework, and a comparable amount of experience. The board granted the waiver with the understanding that Smith would fulfill the education requirements during the term of her initial SBO authorization. The board also granted a waiver to Christie VanWey under similar circumstances in PFW 15-14.

**Safety and welfare of others:** With regard to this factor, Stein cites his relevant work experience and includes letters of support from his former superintendent and Gary Sinclair of the Iowa Association of School Boards.

## BOEE CONSULTANT PRESENTATIONS - 2015-16

(These are formal presentations not to include general meetings and committees)

Month	Staff Member(s)	Topic	Audience
August	Joanne Tubbs	Ethics/Licensure	Sioux City Schools
August	Joanne Tubbs	Ethics/Licensure	Council Bluffs Schools
August	Joanne Tubbs	Ethics/Licensure	Ankeny Schools
August	Joanne Tubbs	Ethics/Licensure	West Des Moines Schools
August	Joanne Tubbs	Ethics/Licensure	Indianola Schools
August	Tubbs/Hathaway	Ethics/Licensure	SAI conference
August	Joanne Tubbs	Ethics/Licensure	Norwalk Schools
August	Joanne Tubbs	Ethics/Licensure	ETS
August	Mike Cavin	Ethics/Licensure	Morningside
August	Dave Wempen	Ethics/Licensure	Benton Schools

Month	Staff Member(s)	Topic	Audience
September	All consultants	BoEE Update	Superintendent's meetings
September	Joanne Tubbs	Ethics/Licensure	Upper Iowa WDM
September	Joanne Tubbs	Ethics/Licensure	DMACC Ankeny
September	Joanne Tubbs	Ethics/Licensure	Grand View
September	Joanne Tubbs	Ethics/Licensure	UNI Supt. Class
September	Joanne Tubbs	Ethics/Licensure	DMACC Perry
September	Joanne Tubbs	Ethics/Licensure	DMACC WDM
September	Joanne Tubbs	Ethics/Licensure	Upper Iowa Zoom
September	Darcy Hathaway	Ethics	Cedar Falls Mentoring
September	Mike Cavin	Ethics/Licensure	Upper IA Waterloo
September	Mike Cavin	Ethics/Licensure	Upper IA Fayette
September	Mike Cavin	Ethics/Licensure	Simpson
September	Greg Horstmann	Ethics/Licensure	St. Ambrose (Admin)
September	Steve Mitchell	Ethics/Licensure	Iowa Wesleyan
September	Mary Lou Nosco	Ethics/Licensure	Dubuque colleges

Month	Staff Member(s)	Topic	Audience
October	All consultants	BoEE Update	Superintendent's meetings
October	Joanne Tubbs	Ethics/Licensure	IACTE
October	Joanne Tubbs	BoEE Update	Grand View
October	Joanne Tubbs	Ethics/Licensure	Drake
October	Joanne Tubbs	Ethics/Licensure	Alburnette
October	Joanne Tubbs	Ethics/Licensure	Luther
October	Darcy Hathaway	Ethics	PPI Conference
October	Darcy Hathaway	Ethics	IASB
October	Darcy Hathaway	Ethics	Carlisle mentoring
October	Darcy Hathaway	Ethics	Grand View
October	Mike Cavin	Ethics/Licensure	Wartburg
October	Cavin/Wempen	Ethics/Licensure	UNI (online)

October	Greg Horstman	Ethics/Licensure	St. Ambrose
October	Dave Wempen	Ethics/Licensure	Mt. Mercy
October	Dave Wempen	Ethics/Licensure	Graceland
October	Steve Mitchell	Ethics/Licensure	Central IA Ads
October	Steve Mitchell	Ethics/Licensure	BVU Ft. Dodge
October	Steve Mitchell	Ethics/Licensure	SW ADs
October	Steve Mitchell	Ethics/Licensure	Cedar Rapids Ads

Month	Staff Member(s)	Topic	Audience
November	All consultants	BoEE Update	Superintendent's meetings
November	Joanne Tubbs	Ethics/Licensure	Central College
November	Joanne Tubbs	Ethics/Licensure	William Penn
November	Joanne Tubbs	Ethics/Licensure	Iowa Music Educators Conference
November	Joanne Tubbs	Ethics/Licensure	New Fine Arts Teachers/Mentors
November	Joanne Tubbs	Licensure Rules	STEM conference
November	Joanne Tubbs	Ethics/Licensure	Northwestern College
November	Mike Cavin	Ethics/Licensure	Buena Vista Council Bluffs
November	Greg Horstmann	Ethics/Licensure	Grinnell
November	Dave Wempen	Ethics/Licensure	Graceland
November	Joanne Tubbs	Ethics/Licensure	DMACC
November	Darcy Hathaway	Ethics	Grand View

Month	Staff Member(s)	Topic	Audience
December	All consultants	BoEE Update	Superintendent's meetings
December	Joanne Tubbs	Ethics/Licensure	William Penn
December	Joanne Tubbs	Ethics/Licensure	Central City
December	Joanne Tubbs	Ethics/Licensure	Keota
December	Joanne Tubbs	Ethics/Licensure	Iowa State
December	Mike Cavin	Ethics/Licensure	Buena Vista Ottumwa
December	Dave Wempen	Ethics/Licensure	Cornell
December	Darcy Hathaway	Ethics	ISFLIC
December	Darcy Hathaway	Ethics	Graceland (MO)

Month	Staff Member(s)	Topic	Audience
January	All consultants	BoEE Update	Superintendent's meetings
January	Joanne Tubbs	Ethics/Licensure	Faith Baptist
January	Joanne Tubbs	Ethics/Licensure	Iowa State University
January	Joanne Tubbs	Ethics/Licensure	Upper Iowa
January	Joanne Tubbs	Ethics/Licensure	Grand View
January	Darcy Hathaway	Ethics	Boone CSD
January	Darcy Hathaway	Ethics	ISU Admin
January	Mike Cavin	Ethics/Licensure	Nodaway Valley
January	Mike Cavin	Ethics/Licensure	Morningside
January	Dave Wempen	Ethics/Licensure	Faith Baptist

Month	Staff Member(s)	Topic	Audience
February	All consultants	BoEE Update	Superintendent's meeting

February	Joanne Tubbs	Ethics/Licensure	William Penn
February	Joanne Tubbs	Ethics/Licensure	Buena Vista - Marshalltown
February	Mike Cavin	Ethics/Licensure	Simpson
February	Mike Cavin	Ethics/Licensure	Wartburg
February	Mike Cavin	Ethics/Licensure	Buena Vista main campus
February	Linda Espey	Ethics/Licensure	Grand View
February	Dave Wempen	Ethics/Licensure	Clarke
February	Dave Wempen	Ethics/Licensure	NIACC
February	Steve Mitchell	Ethics/Licensure	Iowa Wesleyan
February	Steve Mitchell	Ethics/Licensure	DMACC Coaching
February	Steve Mitchell	Online System	Kirkwood

Month	Staff Member(s)	Topic	Audience
March	All consultants	BoEE Update	Superintendent's meeting
March	Joanne Tubbs	Ethics/Licensure	IACTE
March	Darcy Hathaway	Ethics	Grand View
March	Linda Espey	Ethics/Licensure	Waldorf
March	Linda Espey	Ethics/Licensure	Luther
March	Linda Espey	Ethics/Licensure	St. Ambrose
March	Dave Wempen	Ethics/Licensure	Coe College
March	Steve Mitchell	Ethics/Licensure	U of I coaching
March	Steve Mitchell	Ethics/Licensure	AD convention

Month	Staff Member(s)	Topic	Audience
April	All consultants	BoEE Update	Superintendent's meeting
April	Joanne Tubbs	Ethics/Licensure	Central
April	Joanne Tubbs	Ethics/Licensure	Drake
April	Joanne Tubbs	Ethics/Licensure	Cornell
April	Joanne Tubbs	Ethics/Licensure	Ashford
April	Joanne Tubbs	Ethics/Licensure	Iowa State
April	Joanne Tubbs	Ethics/Licensure	William Penn
April	Linda Espey	Ethics/Licensure	U of I (Career Fair)
April	Linda Espey	Ethics/Licensure	Drake
April	Dave Wempen	Ethics/Licensure	Grinnell
April	Steve Mitchell	Ethics/Licensure	Heartland AEA Coaching

Month	Staff Member(s)	Topic	Audience
May	All consultants	BoEE Update	Superintendent's meeting
May	Joanne Tubbs	Ethics/Licensure	NASDTEC/ETS
May	Joanne Tubbs	Ethics/Licensure	Early Childhood Conference
May	Darcy Hathaway	Ethics	AEA 267
May	Mike Cavin	Ethics/Licensure	RAPIL

Month	Staff Member(s)	Topic	Audience
June	Joanne Tubbs	Ethics/Licensure	Ankeny
June	Tubbs/Cavin/Wempen	ROWE	NASDTEC
June	Darcy Hathaway	Ethics	Ankeny (admin)

June	Steve Mitchell	Ethics/Licensure	Iowa Western CC Coaching
June	Steve Mitchell	Ethics/Licensure	Kirkwood Coaching

Month	Staff Member(s)	Topic	Audience
July	Joanne Tubbs	Ethics/Licensure	Ankeny
July	Horstmann/Hathaway	Ethics/Licensure	SAI
July	Horstmann/Hathaway	Ethics/Licensure	SAI
July	Horstmann/Tubbs	Ethics/Licensure	SAI
July	Darcy Hathaway	Ethics	Choral Directors Association
July	Darcy Hathaway	Ethics	School Board Attorneys

July 2016  
**TEACHER CANDIDATES BY ENDORSEMENT**  
 Iowa Department of Education, Bureau of Educator Quality

2010-2011 Data is suspect.

**This table represents the number of endorsements issued, NOT the number of people licensed.  
 Numbers include endorsements issued to currently licensed teachers.**

<i>End. #</i>	<i>Grade</i>	<i>Endorsement Name</i>	2010-11	2011-12	2012-13	2013-14	2014-15
100	Pre K-3	Tchr. Birth-3 Incl. Spec. Ed	90	181	198	169	168
101	K - 12	Athletic Coach	120	252	254	201	222
102	K-8	Teacher Elem. Classroom	1230	1583	1308	1236	1138
103	PK - K	Teacher, PK - K Classroom	16	54	56	61	60
104	K - 12	ESL Teacher	29	169	100	202	225
106	PK - 3	P K -3 Classroom Teacher	15	47	44	42	24
107	K - 12	Talented and Gifted	1	112	136	57	101
108	K-8	School Media Specialist		2	3	4	3
109	5-12	School Media Specialist		1	4	3	3
112	5-12	Agriculture	1	20	17	19	19
113	K-8	Art	34	74	63	46	57
114	5-12	Art	29	68	55	47	56
117	5-12	Business - Marketing/Mgmt.	2		0	1	5
118	5-12	Driver and Safety Ed	1	33	29	16	32
119	K-8	English/Language Arts	159	284	291	239	183
120	5-12	English/Language Arts	66	156	159	130	157
121	K-8	Chinese		0	2	0	2
122	5-12	Chinese		1	1	0	2
123	K-8	French		1	4	2	3
124	5-12	French	6	7	13	9	6
125	K-8	German			1	5	0
126	5-12	German	1	1	3	5	3
127	K-8	Japanese			1	1	2
128	5-12	Japanese		0	1	1	2
129	K-8	Latin			0	0	0

<i>End. #</i>	<i>Grade</i>	<i>Endorsement Name</i>	2010-11	2011-12	2012-13	2013-14	2014-15
130	7-12	Latin	1		0	1	0
131	K-8	Russian			0	0	0
132	5-12	Russian		1	0	0	0
133	K-8	Spanish	16	27	42	26	34
134	5-12	Spanish	30	63	61	44	49
135	K-8	Language (Other)			0	0	0
136	5-12	Language (Other)			0	0	2
137	K-8	Health	18	27	51	33	25
138	5-12	Health	32	57	76	65	60
139	5-12	Home Economics – General (Family & Consumer Science)	9	22	12	10	24
140	5-12	Industrial Technology	11	17	9	7	8
141	5-12	Journalism		4	3	3	6
142	K-8	Mathematics	60	128	138	126	132
143	5-12	Mathematics	39	121	113	108	118
144	K-8	Music	42	81	106	113	123
145	5-12	Music	41	82	101	111	120
146	K-8	Physical Education	62	129	130	97	99
147	5-12	Physical Education	63	133	132	97	104
148	K-8	Reading	300	820	885	816	815
149	5-12	Reading	13	84	93	66	71
150	K-8	Science - Basic	32	41	36	28	23
151	5-12	Biological	24	92	89	95	105
152	5-12	Chemistry	20	47	56	40	56
153	5-12	Earth Science	10	21	22	9	18
154	5-12	General Science	26	76	68	49	42
155	5-12	Physical Science	19	37	33	21	20
156	5-12	Physics	13	21	21	32	18
157	5-12	American Government	15	59	75	65	36

<i>End. #</i>	<i>Grade</i>	<i>Endorsement Name</i>	2010-11	2011-12	2012-13	2013-14	2014-15
158	5-12	American History	64	144	125	131	102
159	5-12	Anthropology		5	3	4	0
160	5-12	Economics		7	3	5	4
161	5-12	Geography	3	4	4	5	3
162	K-8	History	5	8	4	4	8
163	5-12	Psychology	14	28	23	27	16
164	K-8	Social Studies	116	182	176	130	105
165	5-12	Sociology	8	17	13	10	9
166	5-12	World History	55	127	134	108	106
167	K-8	Speech Comm/Theatre	4	6	7	4	1
168	5-12	Speech Comm/Theatre	1	9	9	10	9
171	PK - 12	Superintendent		52	19	29	25
172	K-8	Counselor	6	65	22	39	51
173	5-12	Counselor	5	62	24	43	55
174	K - 12	School Media Specialist		23	18	14	19
175	PK - 12	School Nurse			0	0	0
176	K - 12	Reading Specialist		3	5	4	25
180	5 - 12	Italian	1	1	0	0	0
184	5 - 8	All Science I	1	4	1	1	0
185	5-12	All Science II	1	4	15	13	25
186	5-12	All Social Studies	37	67	50	48	56
188	9 - 12	Portuguese			0	0	0
189	PK-12	Principal and Supervisor of Special Education		89	131	120	127
233	K - 12	Supervisor Special Education/Instruction				0	0
234	5-12	Work Exp. Coordinator		7	0	22	13
235	B - 21	School Audiologist			0	0	0
236	B - 21	School Psychologist		7	15	6	10
237	B - 21	Speech - Lang. Pathologist		11	12	16	11

<i>End. #</i>	<i>Grade</i>	<i>Endorsement Name</i>	2010-11	2011-12	2012-13	2013-14	2014-15
239		Director of Special Education			1	0	0
240	B - 21	School Social Worker	1	4	6	1	4
250	AGES 5-21	Special Ed Consultant		3	2	22	41
260	K – 6	Instructional Strategist I: Mild and Moderate	92	297	505*	305	330
261	7 – 12	Instructional Strategist I: Mild and Moderate	17	90	61	112	116
262	Pk - K	PK-K and Special Education	20	45	35	47	38
263	K – 12	Instructional Strategist II: Behavioral Disorders/Learning Disabilities	4	86	24	88	149
264	K – 12	Instructional Strategist II: Mental Disabilities	6	35	29	36	71
267	B-21	Visually Impaired		2	0	5	0
300	5-12	Agri. Science/ Agri. Business	1	19	17	18	18
301	5 – 12	Marketing/Distributive Education				0	0
302	5 – 12	Office Education				0	0
303	5-12	Consumer/Homemaking ED	6	14	10	0	0
304	5-12	OF CS	6	16	9	0	0
305	5 - 12	Multioccupations	1	6	1	3	7
307	5 – 12	Trade & Industrial				0	0
975	K-8	K-8 STEM				0	1
976	5-8	5-8 STEM				0	0
977	K-12	K-12 STEM Specialist				0	1
1171	5 - 12	Business All	24	48	44	20	28
1201	5-12	Language Arts All			2	2	1
1421	5-8	Algebra for HS credit			2	1	0
1541	5-12	Basic Science				11	24
1821	5 - 8	5-8 Middle School Language Arts	21	46	69	58	63
1822	5-8	Middle School Mathematics		72	79	78	81
1823	5 - 8	5-8 Middle School Science	33	75	72	85	95
1824	5 - 8	Middle School Social Studies	32	74	77	82	83

\* The majority of these are from one institution

People Recommended from an Iowa Institute from July 1, 2015 - June 30, 2016

EndorsementTypeID	Description	CountOfPractitionerLicenseID
100	PK-3 Teacher, Regular Education/Special Education	125
106	PK-3 Teacher, PK-3 Classroom	37
107	PK-12 Talented and Gifted	6
113	K-8 Art	35
114	5-12 Art	35
122	5-12 Chinese	4
123	K-8 French	1
124	5-12 French	5
125	K-8 German	2
130	5-12 Latin	1
133	K-8 Spanish	30
138	5-12 Health	68
139	5-12 Family and Consumer Sciences - General	22
140	5-12 Industrial Technology	5
141	5-12 Journalism	4
142	K-8 Mathematics	109
147	5-12 Physical Education	111
148	K-8 Reading	690
149	5-12 Reading	21
150	K-8 Science-Basic	16
155	5-12 Physical Science	7
156	5-12 Physics	12
157	5-12 American Government	46
158	5-12 American History	111
163	5-12 Psychology	11
164	K-8 Social Studies	93
165	5-12 Sociology	6
166	5-12 World History	113
264	K-12 Instructional Strategist II: ID	9
300	5-12 Agriscience/Agribusiness	6
974	5-12 Engineering	1
1821	5 - 8 Middle School Language Arts	59
101	K-12 Athletic Coach	224
102	K-6 Teacher Elementary Classroom	1085
103	PK-K Teacher, PreKindergarten-Kindergarten Classroom	35
104	K-12 English as a Second Language	91
112	5-12 Agriculture	15
118	5-12 Driver and Safety Education	3
119	K-8 English/Language Arts	194
120	5-12 English/Language Arts	145
121	K-8 Chinese	3
126	5-12 German	3
127	K-8 Japanese	1
128	5-12 Japanese	3
129	K-8 Latin	1

EndorsementTypeID	Description	CountOfPractitionerLicenseID
134	5-12 Spanish	39
137	K-8 Health	40
143	5-12 Mathematics	103
144	K-8 Music	119
145	5-12 Music	112
146	K-8 Physical Education	110
151	5-12 Biological Science	78
152	5-12 Chemistry	45
153	5-12 Earth Science	19
154	5-12 General Science	8
159	5-12 Anthropology	1
160	5-12 Economics	2
161	5-12 Geography	1
162	K-8 History	2
168	5-12 Speech Communications/Theatre	13
185	5-12 All Science	10
186	5-12 All Social Sciences	69
260	K-8 Instructional Strategist I: Mild/Moderate	270
261	5-12 Instructional Strategist I: Mild/Moderate	49
262	PK-K Early Childhood Special Education	38
263	K-12 Instructional Strategist II: BD/LD	13
305	5-12 Multioccupations	1
1171	5 - 12 Business - All	22
1421	5-8 Algebra for H.S. Credit	3
1541	5-12 Basic Science	31
1822	5 - 8 Middle School Mathematics	71
1823	5 - 8 Middle School Science	92
1824	5 - 8 Middle School Social Studies	71

Program Completers (for initial licensure) from Iowa Educator Preparation Programs

**2014-2015**

Iowa Department of Education, Bureau of Educator Quality

**Note:** Numbers represent people completing programs, not number of endorsements

	Early Childhood Only	Elementary Only	Secondary Only	K-12 * (Art, Music, and PE)	TOTAL Completers (Teacher)
Ashford U	0	11	5	0	16
Briar Cliff U	0	15	4	2	21
Buena Vista U	10	68	19	7	104
Central C	0	32	17	6	55
Clarke U	0	14	5	2	21
Coe C	0	8	9	8	25
Cornell C	0	13	4	3	20
Dordt C	0	31	12	9	52
Drake U	0	19	10	6	35
Drake U Grad	0	17	25	0	42
Emmaus C	0	4	2	0	6
Faith C	0	10	2	1	13
Graceland U	0	60	5	4	69
Grand View U	0	24	18	11	53
Grinnell C	0	0	6	0	6
ISU	31	167	84	22	304
ISU Grad	0	0	23	0	23
I Wesleyan U	1	13	1	5	20
Kaplan U Trad	0	0	1	0	1
Kaplan Intern	0	0	3	0	3
Loras C	0	19	16	3	38
Luther C	0	33	11	33	77
Maharishi U	0	5	0	0	5
Morningside U Intern	0	0	8	0	8
Morningside U Trad	0	33	17	3	53
Mt Mercy U	2	20	10	2	34

	Early Childhood Only	Elementary Only	Secondary Only	K-12 * (Art, Music, and PE)	TOTAL Completers (Teacher)
Northwestern C	0	30	8	10	48
RAPIL Intern	0	0	6	0	6
St Ambrose U	13	27	20	5	65
Simpson C	0	16	11	17	44
Simpson Grad	0	0	8	3	11
U of Dubuque	0	15	5	5	25
U of Iowa	0	87	53	10	150
U of I Grad	0	0	24	6	30
UNI	58	240	187	77	562
UNI Grad	0	0	0	0	0
Upper Iowa U	6	37	10	4	57
Waldorf U	0	5	1	0	6
Wartburg C	0	19	9	13	41
Wm Penn U	0	22	3	4	29
<b>TOTAL</b>	<b>121</b>	<b>1114</b>	<b>662</b>	<b>281</b>	<b>2178</b>

\* People who earned both elementary and secondary endorsements

Educational Leadership Program Completers  
2014-2015

Principal PK-12	Superintendent
210	39

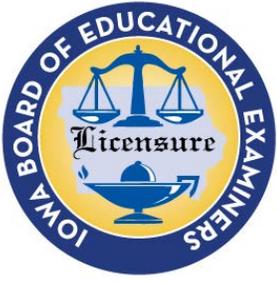
## 2016-2017 BoEE Priorities

### 2017 Legislative Priorities

1. Modify Iowa Code to make the possession of or being under the influence of alcohol or drugs on school grounds a mandatory ethics complaint.
2. Allow the BoEE to retain a larger percentage of licensure fees.
3. Avoid further appropriations of BoEE cash reserve funds.
4. Continue to fund the [www.teachiowa.gov](http://www.teachiowa.gov) system.
5. Move code language regarding teacher preparation program completion to the Iowa Department of Education chapter.

### 2017 Administrative Rule Changes

1. Adjust degree requirement for the substitute authorization to reflect “bachelor’s degree or higher” from a regionally-accredited institution.
2. Review science endorsements to align requirements with Iowa Core and Iowa Department of Education guidance.
3. Consider any recommendations by the Governor’s STEM council regarding advanced technology.



Date: June 21, 2016 (updated 07.01.16)

To: Board Members

From: Dr. Andy Pattee, Board Chair

Re: Committee Assignments for FY 17

The committee assignments for FY 17 are as follows:

**Executive Committee**

Dr. Andy Pattee, Chair  
Dr. Anne Sullivan, Vice Chair  
Dr. Larry Hill  
Mary K. Overholtzer  
Sara Yedlik  
Dr. Ann Lebo, Executive Director

**Professional Practices Committee**

Kathy Behrens  
Dan Dutcher  
Dr. Jay Prescott  
Erin Schoening  
Dr. Ann Lebo, Executive Director  
Darcy Hathaway, Attorney/Investigator  
Jim McNellis, Investigator  
Julie Bussanmas, Assistant Attorney General

**Board Operating Guidelines**

Tom Buckman  
Dr. Linda Carroll, Bureau Chief of Educator Quality (DE Designee)  
Mary K. Overholtzer  
Katherine Schmidt

**20<sup>TH</sup> PROFESSIONAL PRACTICES INSTITUTE**  
**DRAFT AGENDA—July 15, 2016**

***Ethics and Beyond: Meeting New Challenges***

Des Moines, IA Embassy Suites Hotel  
 October 26-28, 2016

PPI 2016 Draft Agenda—July 16r1

<b>WEDNESDAY, October 26</b>	
<b>7:30 AM – 5:00 PM</b> <i>Atrium near Salon E Room</i>	<b>Conference Registration</b>  <i>(Complementary Breakfast for PPI Hotel Guests in Atrium)</i>
<b>10:30 AM – 10:45 PM</b>  <b>Salon E Room</b>	<b>Welcome from Iowa</b> <i>Ann Lebo, Executive Director</i> <i>Iowa Board of Educational Examiners</i> <b>Welcome from NASDTEC</b> <i>Phillip Rogers, NASDTEC Executive Director</i> <i>Nancy Pugliese, NASDTEC President</i> <i>Joe Jamieson, PPI Planning Committee Chairperson</i>
<b>10:45 AM – 12:15 PM</b>  <i>Salon E Room</i>  <i>(Breakouts in Mississippi and Missouri Rooms)</i>	<b>General Session #1</b> <b>Hot Topics Sessions (3 groups, rotation after 20-25 minutes—Attendees will split into 3 groups, facilitators move to groups with a scribe &amp; facilitator; summaries to be posted to program app)</b> <ol style="list-style-type: none"> <li><i>1. What are conditions for reinstatement in your state?</i></li> <li><i>2. Difference between a loss of employment and a loss of licensure issue</i></li> <li><i>3. Sharing new initiatives in your organization on professional practices and challenges in implementation</i></li> </ol> <p align="center"><b>REPORTING From Each Facilitator/Recorder at 12:00</b></p>
<b>12:15 – 1:30 PM</b> <i>Atrium area near Salon E</i>	<b>Lunch</b>
<b>1:30 PM – 3:00 PM</b> <i>Salon E Room</i>	<b>General Session #2</b> <b>On-line Child Victimization—The Tip of the Iceberg</b> <i>Sharon Cooper, M.D.</i> <i>Chief Executive Officer</i> <i>Developmental &amp; Forensic Pediatrics</i>

<b>3:00 PM – 3:15 PM</b>	<i>Networking--Break</i>
<b>3:15 PM – 4:15 PM</b> <i>Salon E Room</i>	<b>General Session #3</b> <b>Identifying &amp; Closing Gaps Leading to Court Cases: How can we assist districts in prevention &amp; response to misconduct?</b> <i>Dan Shinoff</i> <i>Partner</i> <i>Stutz, Artiano, Shinoff &amp; Holtz</i>
<b>4:15 PM – 5:15 PM</b> <i>Salon E Room</i>	<b>General Session #4</b> <b>Mobile Devices, Social Media, &amp; Ethical Lapses</b> <i>Frederick S. Lane</i> <i>Author &amp; Lecturer, Cybertraps</i> <i>Catherine Slagle</i> <i>Director, Professional Practices</i> <i>Washington Department of Education</i>
<b>5:30 PM</b> <b>RECEPTION</b> <i>Mississippi/Platte/Missouri Rooms on 1<sup>st</sup> Floor</i> <b>SPONSORED BY EDUCATIONAL TESTING SERVICE</b>	

<b>THURSDAY, October 27</b>	
<b>7:30 AM – 3:30 PM</b> <i>Atrium near Salon E Room</i>	<b>Conference Registration</b>
<b>7:30 AM – 8:30 AM</b> <i>Atrium Area</i>	<i>Breakfast—Complementary for PPI Hotel Guests</i>
<b>8:30 AM – 9:10 AM</b> <i>Salon E Room</i>	<b>General Session #5</b> <b>Progress on the Model Code of Ethics for Educators</b> <i>Anne Marie Fenton</i> <i>Director of Assessment</i> <i>Georgia Professional Standards Commission</i> <i>Troy Hutchings</i> <i>Senior Strategic Advisor, Educational Testing Service</i>
<b>9:15 – 10:15 AM</b> <i>Salon E Room</i>	<b>General Session #6</b> <b>Compassion Fatigue</b> <i>Brenda Bash</i> <i>Supervisor, Polk County (IA) Crisis &amp; Advocacy Services</i> <i>(PCCAS)</i>

<b>10:15 AM – 10:30 AM</b>	<b>Networking--Break</b> <i>Sponsored by Educational Testing Service</i>
<b>10:30 AM – 11:30 AM</b> <i>Salon E Room</i>	<b>General Session #7</b> <b>Effective Practices in Training Lay Adjudicators for Success</b> <b>Rebecca Durkan</b> <i>Partner: Steinecke, Maciura, Leblanc Law Firm</i> <i>Representing Ontario College of Teachers</i>
<b>11:35 AM – 12:15 PM</b> <i>Salon E Room</i>	<b>General Session #8</b> <b>How the NASDTEC Academy Can Help State Agencies</b> <b>Glenn Lipson</b> <i>Professor, Interim Program Director</i> <i>Alliant International University</i> <b>Phillip S. Rogers</b> <i>Executive Director, NASDTEC</i>
<b>12:15 PM – 1:45 PM</b> <i>Atrium area near Salon E</i>	<b>Doug Bates Award Luncheon</b> <i>Sponsored by the Evaluation System of Pearson</i>
<b>1:45 PM – 4:00 PM</b> <i>Salon E Room</i>  <i>(Break determined by presenter as needed)</i>	<b>General Session #9--WORKSHOP</b> <b>Managing the Media Message</b> <b>Brad Hughes</b> <i>Director, Member Support &amp; Communications Services</i> <i>Kentucky School Boards Association</i>
<b>DINNER ON YOUR OWN</b>	

<b>FRIDAY, October 28</b>	
<b>7:00 AM – 8:00 AM</b> <i>Atrium Area</i>	<b>Breakfast—Complementary for PPI Hotel Guests</b>
<b>8:00 AM – 10:00 AM</b> <i>Salon E Room</i>	<b>General Session #10</b> <b>Using Expert Testimony to Explain Counter-intuitive Behaviors in Educator Sexual Misconduct</b>

	<p><i>Carolyn Angelo, Legal Counsel, NASDTEC (Facilitator)</i>  <i>Shane Crosby, Executive Director, Pennsylvania Department of Education</i>  <i>Darcy Lane, Iowa Board of Educational Examiners</i>  <i>Glenn Lipson, Alliant International University</i>  <i>Nicole Werner, Pennsylvania Department of Education</i></p>
<b>10:00 AM – 10:15 AM</b>	<b><i>Check Out Break</i></b>
<b>10:15 AM – 11:30 AM</b> <i>Salon E Room</i>	<p><b>General Session #11</b>  <b>The NASDTEC Clearinghouse Issues—Where do we go from here?</b>  <i>Phillip S. Rogers</i>  <i>Executive Director, NASDTEC</i>  <i>Carolyn Angelo,</i>  <i>Legal Counsel, NASDTEC</i>  <b>Troy Hutchings</b>  <i>Senior Strategic Advisor, Educational Testing Service</i></p>
<b>11:15 AM – 11:30 AM</b> <i>Salon E Room</i>	<p><b>Institute Review and Closing</b>  <i>Joe Jamieson</i>  <i>Ontario College of Teachers and</i>  <i>PPI Planning Committee Chairperson</i></p>