

**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

February 13, 2015

2014-2015 BoEE Goals

Goal 1: The Board will develop rules for practitioner licensure that maintain high standards, are research based, and provide flexibility in attainment, especially in shortage areas.
Goal 2: The Board will develop a plan to require ongoing ethics training for all licensees.
Goal 3: The Board will develop a plan to align BoEE goals with the Iowa Department of Education, the Governor's office, the Legislature, and Iowa colleges of education.

AGENDA
TIMES ARE APPROXIMATE

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

8:30 a.m. Executive Committee Meeting – (Conference Rm. 3SW)

9:00 a.m. Call Meeting to Order – State Board Room

Approve the Agenda **Tab A**

Consent Agenda **Tab B**
a. Minutes from January 15, 2015 Meeting

**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 January 15, 2015 meeting
c. Reinstatement(s)

Board Communications **Tab C**
a. Board Member Reports
b. Legislative Update – Phil Wise
c. Executive Director's Report
1. Financial Update
2. Board Retreat
3. NASDTEC Board Meeting and Ted Andrews Winter Symposium
4. Model Code of Educator Ethics Feedback

Communication from the Public

11:00 a.m. Stakeholder Presentation
Ron Thorpe, Executive Director of the National Board for Professional Teaching Standards
Sarah Wessling, English Teacher at Johnston HS and 2010 National Teacher of the Year

12:05 p.m. Lunch for Board Members (Conference Rm. 3N)

Rules [Iowa Administrative Code – Chapter 282 (272)]

a. Adopt

1. None

b. ARRC Review Pending

1. IAC 282 Chapter 14 – Special Education Endorsement Requirements (1602C) **Tab D**
2. IAC 282 Chapter 13.17(4) – Military Exchange License (1723C) **Tab E**
3. IAC 282 Chapters 13, 16, 18, 20, 22, 23, and 24 – Ethics training as a requirement for renewal **Tab F**

c. Notice

1. IAC 282 Chapter 12 - Fees **Tab G**
2. IAC 282 Chapter 13 - Teacher Licenses and Endorsements **Tab H**
3. IAC 282 Chapters 22, 17 and 13 - Career and Technical changes for clarification **Tab I**
4. IAC 282 Chapter 23 - Behind-the-wheel authorization classroom instruction **Tab J**

d. Items for Discussion

1. None

Waivers

1. PFW 15-02 Kathi Dian Berry **Tab K**

Reports/Approvals

1. Semi-Annual Waiver Report – Darcy Lane **Tab L**
2. Home Base Iowa Licensing Rule Report – Darcy Lane **Tab M**
3. Licensure Renewal for Mandatory/Non-Mandatory Trainings and State Level Activities – Joanne Tubbs **Tab N**

2:00 p.m. Adjournment

Next Meeting – March 11, 2015 – Telephonic, if needed

1 Larry Hill moved, with a second by Mary K. Overholtzer, that in **case number 14-110**,
2 the Board find that, although one or more of the allegations in the complaint may be
3 substantiated by the witnesses interviewed in the course of the investigation [and/or]
4 the documents gathered in the course of the investigation, and the allegations may
5 constitute a technical violation of the board's statute or administrative rules; the
6 evidence before the board indicates that adequate steps have been taken to remedy
7 the violation and to ensure that incidents of a similar nature do not occur in the
8 future. The Board will not pursue formal disciplinary action in this matter. Roll call
9 vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill – yes; Overholtzer
10 – yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes; Sullivan – absent;
11 Wortmann – yes. **MOTION CARRIED.**

12
13 Mary K. Overholtzer moved, with a second by Larry Hill, that in **case number 14-117**,
14 the 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. Roll call
21 vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill – yes; Overholtzer
22 – yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes; Sullivan – absent;
23 Wortmann – yes. **MOTION CARRIED.**

24
25 Brenda Garcia moved, with a second by Larry Hill, that in **case number 14-129**, the
26 Board find that, although one or more of the allegations in the complaint may be
27 substantiated by the witnesses interviewed in the course of the investigation [and/or]
28 the documents gathered in the course of the investigation, and the allegations may
29 constitute a technical violation of the board's statute or administrative rules; the
30 evidence before the board indicates that adequate steps have been taken to remedy
31 the violation and to ensure that incidents of a similar nature do not occur in the
32 future. The Board will not pursue formal disciplinary action in this matter. Roll call
33 vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill – yes; Overholtzer

1 - yes; Pattee - yes; Prescott - yes; Schoening - yes; Stevens - yes; Sullivan - absent;
2 Wortmann - yes. **MOTION CARRIED.**

3
4 Larry Hill moved, with a second by Mary K. Overholtzer, that in **case number 14-135**,
5 the Board find probable cause to establish a violation of the following provisions of the
6 Code of Professional Conduct and Ethics, 282 IAC -Chapter 25.3(5)(a)(3), and order
7 this case set for hearing. Roll call vote: Arnold - yes; Buck - abstain; Dutcher - yes;
8 Garcia - yes; Hill - yes; Overholtzer - yes; Pattee - yes; Prescott - yes; Schoening - yes;
9 Stevens - yes; Sullivan - absent; Wortmann - yes. **MOTION CARRIED.**

10
11 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-112**, the
12 Board finds that the evidence gathered in the investigation, including witness
13 statements and the documentary evidence, does not substantiate the allegations in the
14 complaint, and that the Board therefore lacks probable cause to proceed with this
15 matter. Roll call vote: Arnold - yes; Buck - abstain; Dutcher - yes; Garcia - yes; Hill -
16 yes; Overholtzer - yes; Pattee - yes; Prescott - yes; Schoening - yes; Stevens - yes;
17 Sullivan - absent; Wortmann - yes. **MOTION CARRIED.**

18
19 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-113**, the
20 Board finds that the evidence gathered in the investigation, including witness
21 statements and the documentary evidence, does not substantiate the allegations in the
22 complaint, and that the Board therefore lacks probable cause to proceed with this
23 matter. Roll call vote: Arnold - yes; Buck - abstain; Dutcher - yes; Garcia - yes; Hill -
24 yes; Overholtzer - yes; Pattee - yes; Prescott - yes; Schoening - yes; Stevens - yes;
25 Sullivan - absent; Wortmann - yes. **MOTION CARRIED.**

26
27 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-114**, the
28 Board finds that the evidence gathered in the investigation, including witness
29 statements and the documentary evidence, does not substantiate the allegations in the
30 complaint, and that the Board therefore lacks probable cause to proceed with this
31 matter. Roll call vote: Arnold - yes; Buck - abstain; Dutcher - yes; Garcia - yes; Hill -
32 yes; Overholtzer - yes; Pattee - yes; Prescott - yes; Schoening - yes; Stevens - yes;
33 Sullivan - absent; Wortmann - yes. **MOTION CARRIED.**

1 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-115**, the
2 Board finds 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: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill –
6 yes; Overholtzer – no; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes;
7 Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

8
9 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-136**, the
10 Board find probable cause to establish a violation of the following provisions of the
11 Code of Professional Conduct and Ethics, 282 IAC –Chapter 25.3(3)(e), and order this
12 case set for hearing. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia
13 – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes;
14 Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

15
16 Brenda Garcia moved, with a second by Larry Hill, that in **case number 14-137**, the
17 Board find probable cause to establish a violation of the following provisions of the
18 Code of Professional Conduct and Ethics, 282 IAC –Chapter 25.3(3)(e), and order this
19 case set for hearing. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia
20 – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes;
21 Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

22
23 Larry Hill moved, with a second by Mary K. Overholtzer, that in **case number 14-138**,
24 the Board find probable cause to establish a violation of the following provisions of the
25 Code of Professional Conduct and Ethics, 282 IAC –Chapter 25.3(3)(e), and order this
26 case set for hearing. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia
27 – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes;
28 Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

29
30 Brenda Garcia moved, with a second by Larry Hill, that in **case number 14-139**, the
31 Board find probable cause to establish a violation of the following provisions of the
32 Code of Professional Conduct and Ethics, 282 IAC –Chapter 25.3(3)(e), and order this
33 case set for hearing. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia

1 – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes;
2 Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

3
4 Mary K. Overholtzer moved, with a second by Brenda Garcia, that in **case number 14-**
5 **140**, the Board find probable cause to establish a violation of the following provisions
6 of the Code of Professional Conduct and Ethics, 282 IAC –Chapter 25.3(3)(e), and
7 order this case set for hearing. Roll call vote: Arnold – yes; Buck – abstain; Dutcher –
8 yes; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening –
9 yes; Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

10
11 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-121**, the
12 Board finds that the evidence gathered in the investigation, including witness
13 statements and the documentary evidence, does not substantiate the allegations in the
14 complaint, and that the Board therefore lacks probable cause to proceed with this
15 matter. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill –
16 yes; Overholtzer – yes; Pattee – recused; Prescott – yes; Schoening – yes; Stevens – yes;
17 Sullivan – absent; Wortmann – yes. **MOTION CARRIED.** (Duane Magee left the room
18 during the discussion of this case in closed session.)

19
20 Brenda Garcia moved, with a second by Mary K. Overholtzer, that in **case number 14-**
21 **122**, the Board finds that the evidence gathered in the investigation, including witness
22 statements and the documentary evidence, does not substantiate the allegations in the
23 complaint, and that the Board therefore lacks probable cause to proceed with this
24 matter. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill –
25 yes; Overholtzer – yes; Pattee – recused; Prescott – yes; Schoening – yes; Stevens – yes;
26 Sullivan – absent; Wortmann – yes. **MOTION CARRIED.** (Duane Magee left the room
27 during the discussion of this case in closed session.)

28
29 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-123**, the
30 Board finds that the evidence gathered in the investigation, including witness
31 statements and the documentary evidence, does not substantiate the allegations in the
32 complaint, and that the Board therefore lacks probable cause to proceed with this
33 matter. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill –

1 yes; Overholtzer – yes; Pattee – recused; Prescott – yes; Schoening – yes; Stevens – yes;
2 Sullivan – absent; Wortmann – yes. **MOTION CARRIED.** (Duane Magee left the room
3 during the discussion of this case in closed session.)
4

5 Mary K. Overholtzer moved, with a second by Brenda Garcia, that in **case number 14-**
6 **111**, the Board finds that the evidence gathered in the investigation, including witness
7 statements and the documentary evidence, does not substantiate the allegations in the
8 complaint, and that the Board therefore lacks probable cause to proceed with this
9 matter. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill –
10 yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes;
11 Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**
12

13 Mary K. Overholtzer moved, with a second by Larry Hill, that in **case number 14-127**,
14 the Board finds 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. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill –
18 yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes;
19 Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**
20

21 Mary K. Overholtzer moved, with a second by Larry Hill, that in **case number 14-128**,
22 the Board finds that the evidence gathered in the investigation, including witness
23 statements and the documentary evidence, does not substantiate the allegations in the
24 complaint, and that the Board therefore lacks probable cause to proceed with this
25 matter. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill –
26 yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes;
27 Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**
28

29 Mary K. Overholtzer moved, with a second by Brenda Garcia, that in **case number 13-**
30 **111**, the Board accept the Respondent’s waiver of hearing and voluntary surrender
31 and that the Board issue an order permanently revoking the Respondent’s license with
32 no possibility of reinstatement. Roll call vote: Arnold – yes; Buck – abstain; Dutcher –

1 yes; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening –
2 yes; Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

3
4 Brenda Garcia moved, with a second by Larry Hill, that in **case number 13-129**, the
5 Board accept the Respondent’s waiver of hearing and voluntary surrender and that the
6 Board issue an order permanently revoking the Respondent’s license with no
7 possibility of reinstatement. Roll call vote: Arnold – yes; Buck – abstain; Dutcher –
8 yes; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening –
9 yes; Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

10
11 Larry Hill moved, with a second by Mary K. Overholtzer, that in **case number 14-47**,
12 the Board accept the Respondent’s waiver of hearing and voluntary surrender and that
13 the Board issue an order permanently revoking the Respondent’s license with no
14 possibility of reinstatement. Roll call vote: Arnold – yes; Buck – abstain; Dutcher –
15 yes; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening –
16 yes; Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

17
18 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-144**, the
19 Board accept the Respondent’s waiver of hearing and voluntary surrender and that the
20 Board issue an order permanently revoking the Respondent’s license with no
21 possibility of reinstatement. Roll call vote: Arnold – yes; Buck – abstain; Dutcher –
22 yes; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening –
23 yes; Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

24
25 Mary K. Overholtzer moves, with a second by Brenda Garcia, that in **case number 14-**
26 **75**, the Board accept the stipulation and settlement submitted by the parties, and
27 issue an Order incorporating the agreement of the parties and imposing the agreed
28 upon sanction. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia –
29 yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens
30 – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.** (Duane Magee left the
31 room during the discussion of this case in closed session.)

32

1 Mary K. Overholtzer moves, with a second by Larry Hill, the Board initiate review of
2 the proposed decision in **case number 14-26, In the Matter of Renae Hindman**, to
3 examine the appropriateness of the sanction with respect to the Respondent's special
4 education endorsement. Roll call vote: Arnold – yes; Buck – abstain; Dutcher – yes;
5 Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes;
6 Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.** (Renner
7 Walker left the room during the discussion of this case in closed session.)
8

9 Larry Hill moved, with a second by Brenda Garcia, that the Board not initiate review of
10 the proposed decision in **case number 14-51, In the Matter of Steven Parmley**, and
11 allow the proposed decision to become the final decision of the Board unless an appeal
12 is taken by one of the parties within the time allowed by rule. Roll call vote: Arnold –
13 yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee –
14 yes; Prescott – yes; Schoening – yes; Stevens – yes; Sullivan – absent; Wortmann – yes.
15 **MOTION CARRIED.** (Renner Walker left the room during the discussion of this case
16 in closed session.)
17

18 Brenda Garcia moved, with a second by Richard Wortmann, that in **case number 13-**
19 **76, In the Matter of Sara Gott**, the Board issue an order adopting the opinion dated
20 January 15, 2015, as its final decision, denying oral argument, adopting the proposed
21 decision's findings of fact in their entirety, adopting certain conclusions of law and
22 modifying other conclusions of law such that the respondent's copying of testing
23 materials constitutes unethical behavior. Roll call vote: Arnold – yes; Buck – abstain;
24 Dutcher – yes; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes;
25 Schoening – yes; Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION**
26 **CARRIED.** (Renner Walker and Darcy Lane left the room during the discussion of this
27 case in closed session. Gretchen Kraemer, conflicts counsel, was present in closed
28 session during the discussion of this case.)
29

30 Brenda Garcia moved, with a second by Larry Hill, to extend the 180-day deadline
31 for issuance of the final decision in **case number 14-95**, based upon the amount of
32 time needed to complete the investigation due to pending criminal charges. Roll call
33 vote: Arnold – yes; Buck – abstain; Dutcher – yes; Garcia – yes; Hill – yes;

1 Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes;
2 Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

3

4 The following cases were discussion in open session:

5

6 Background/Procedural History: This case was received on August 18, 2014. The
7 board found probable cause on November 7, 2014. Hearing is set for February 10,
8 2015. Larry Hill moved, with a second by Mary K. Overholtzer, to extend the 180-day
9 deadline for issuance of the final decision in **case number 14-94**, based upon the
10 need to conduct the hearing and the need to review the proposed decision. **MOTION**
11 **CARRIED UNANIMOUSLY.**

12

13 Background/Procedural History: This case was received on August 19, 2014, 2014.
14 The board found probable cause on November 7, 2014. Hearing is set for February 6,
15 2015. Brenda Garcia moved, with a second by Larry Hill, to extend the 180-day
16 deadline for issuance of the final decision in **case number 14-96**, based upon the
17 need to conduct the hearing and the need to review the proposed decision. Roll call
18 vote: Arnold – yes; Buck – yes; Dutcher – yes; Garcia – yes; Hill – yes; Overholtzer –
19 recused; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes; Sullivan – absent;
20 Wortmann – yes. **MOTION CARRIED.**

21

22 Brenda Garcia moved, with a second by Larry Hill, that the Board issue an order
23 extending the deadline for completion of the ethics course set forth in the stipulation
24 and order in **case number 14-25** until April 1, 2015. **MOTION CARRIED**
25 **UNANIMOUSLY.**

26

27 Mary K. Overholtzer moved, with a second by Larry Hill, that the Board issue an order
28 amending the Notice of Hearing/Statement of Charges in **case number 14-60**, to
29 strike Paragraph 8, removing Count II of the Statement of Charges. Roll call vote:
30 Arnold – yes; Buck – yes; Dutcher – yes; Garcia – recused; Hill – yes; Overholtzer – yes;
31 Pattee – yes; Prescott – yes; Schoening – recused; Stevens – yes; Sullivan – absent;
32 Wortmann – yes. **MOTION CARRIED.**

33

1 Background/Procedural History: Kevin Freeman’s license was suspended for six
2 months in a board order dated March 31, 2014. He was ordered to complete a
3 psychological evaluation and the ethics course. He has submitted documentation of
4 completion of these requirements, along with a request for reinstatement. Richard
5 Wortmann moved, with a second by Andy Pattee, that in **case number 13-85**, the
6 Board grant the Respondent’s request for reinstatement and issue an order stating the
7 basis for the suspension no longer exists and it will be in the public interest for the
8 license to be reinstated. Roll call vote: Arnold – yes; Buck – yes; Dutcher – yes; Garcia
9 – recused; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening –
10 recused; Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

11

12 Larry Hill moved, with a second by Richard Wortmann, to approve the closed session
13 minutes for November 7, 2014. Roll call vote: Arnold – yes; Buck – yes; Dutcher –
14 yes; Garcia – yes; Hill – abstain; Overholtzer – yes; Pattee – yes; Prescott – yes;
15 Schoening – yes; Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION**
16 **CARRIED.**

17

18 Board Member Reports:

19 The Board discussed this morning’s legislative reception that was held at the Capitol
20 prior to the board meeting. Several legislators stopped by to visit with board members
21 regarding some of the recently amended rules as well as the Board’s advocacy agenda
22 for the 2015 session which includes: amending the timeline for the resolution of
23 ethics complaints; giving districts more flexibility in hiring coaches; aligning state
24 laws; and correcting the state code.

25

26 Executive Director’s Report

27 BoEE apparel is now available to order online for BoEE staff and board members. An
28 email will be sent with instructions on how to order and the deadline for ordering.

29

30 The Healthy Menus Pilot Project is underway – effective December 1, 2014 through
31 June 30, 2015. The purpose of the pilot is to test the use of the dietary and
32 sustainability guidelines when making menu choices when meals and/or snacks are

1 needed for meetings. The pilot has been implemented by the Department of Health,
2 Department of Education and the Iowa Economic Development Authority.

3
4 Executive Director Magee reviewed the financial report.

5
6 Mr. Magee was invited to speak at the Governor’s weekly press conference on January
7 12th regarding the Military Exchange License. Brooke Johnson who is a military
8 spouse from Council Bluffs also spoke.

9
10 Mr. Magee reminded the Board to email him discussion items/topics for the upcoming
11 board retreat in June to be held in Ottumwa. Richard Wortmann will assist with
12 lining up some possible guest speakers.

13
14 Communication from the Public:

15 None.

16
17 Rules:

18 Adopt:

19 Laura Stevens moved, with a second by Anne Sullivan, to adopt the proposed changes
20 to Chapter 14 – Special Education Endorsement Requirements, amended in light of
21 public comment. Roll call vote: Arnold – yes; Buck – yes; Dutcher – yes; Garcia – yes;
22 Hill – no; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens –
23 yes; Sullivan – yes; Wortmann – yes. **MOTION CARRIED.**

24
25 Andy Pattee moved, with a second by Richard Wortmann, to adopt the proposed
26 changes to 13.17(4) – Military Exchange License. **MOTION CARRIED**
27 **UNANIMOUSLY.**

28
29 ARRC Review Pending:

30 None.

1 Notice:

2 Larry Hill moved, with a second by Anne Sullivan, to file under notice of intended
3 action, the proposed change to chapters 13, 16, 18, 20, 22, 23 and 24 – Ethics
4 training as a requirement for renewal. **MOTION CARRIED UNANIMOUSLY.**

5
6 Items for Discussion:

7 Discussion continued regarding licensure renewal options. The Board will receive
8 updates on current BoEE discussion regarding competency based renewals, CEUs,
9 and various renewal options and practices available in other states.

10
11 Career and Technical changes for clarification: creates a clear distinction between
12 fully-licensed teachers and those seeking authority through experience by changing
13 the title to “authorization” instead of “license;” requires that a school district is
14 wishing to hire the applicant; provides clarity to the definition of “recent” experience;
15 creates an updated list of required coursework; and eliminates redundant
16 endorsements for teachers.

17
18 Chapter 12 – Fees: Changes to simplify Chapter 12 will allow for fewer rule changes in
19 the future if licenses or authorizations are added.

20
21 Chapter 13 – Teacher Licenses and Endorsements: Changes to remove significant
22 redundant language from Chapter 13 when otherwise referenced in Department of
23 Education chapters or within our own chapters elsewhere were discussed.

24
25 Behind-the-wheel authorization classroom instruction: There was discussion to allow
26 holders of the driver’s education endorsement to maintain a behind-the-wheel
27 authorization but with classroom instruction authority. This is particularly beneficial
28 to the holders of initial licenses who end up teaching driver’s education only (since
29 they do not have an unlimited number of renewals). This will also benefit holders of
30 expired licenses who want to continue to teach driver’s education to be able to instead
31 maintain this authorization annually with relevant renewal training.

1 Petitions for Waiver:

2 Larry Hill moved, with a second by Andy Pattee, that in **PFW 14-12 Lisa deMeyer**, the
3 Board deny the wavier. Reasons for denying: Ms. deMeyer has three years of practical
4 and professional field experience, and is licensed in ESOL in Kansas, having passed
5 an ESOL Praxis exam. She has not completed coursework that meets the requirement
6 of 18 hours for an Iowa ESL endorsement. Time and expense required to complete
7 necessary coursework has generally not been considered an undue hardship. The
8 board has, in unique and limited circumstances, waived a small portion of licensure
9 coursework requirements based on redundancy due to past experiences. However, the
10 request at hand is to waive approximately 18 hours of required coursework and not
11 simply one class, field experience, or practicum. The waivers cited in Ms. deMeyer's
12 petition were much more limited in scope than the present request to waive almost the
13 entirety of the coursework requirement for the endorsement. (According to the
14 consultant who evaluated Ms. deMeyer's materials, she currently has 3 hours that
15 could count toward this endorsement, and the requirement is 18 hours.) Granting the
16 petition for waiver could cause prejudice to the rights of others who are required to
17 complete coursework to obtain the corresponding endorsements. The Board does not
18 grant licensure or endorsements based on assessments passed by the applicant.
19 Granting this petition could prejudice the rights of others who have similarly passed
20 assessments in other states in particular subject areas, but are still required to
21 complete the required coursework under the Iowa rules. Additionally, the Board
22 denied a similar waiver request, 13-11. That petitioner had taught ESL for seven
23 years and passed required ESL assessments in Texas, but did not have the required
24 coursework. The Board found there was not clear and convincing evidence that
25 experience and assessment in lieu of the full 18 hours required for the endorsement
26 would provide equal protection of public health, safety, and welfare. Roll call vote:
27 Arnold – yes; Buck – yes; Dutcher – yes; Garcia – yes; Hill – yes; Overholtzer – yes;
28 Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes; Sullivan – absent;
29 Wortmann – yes. **MOTION CARRIED.**

30
31 Andy Pattee moved, with a second by Sara Arnold, that in **PFW 15-01 Kevin Autry**,
32 the Board grant the wavier. Reasons for granting: Mr. Autry completed the
33 coursework required for a substitute authorization and submitted an application to

1 the Board. His application was denied on or about December 10, 2014, because his
2 bachelor's degree is not from a regionally accredited institution, as required by rule.
3 Based on the limited authority granted by the substitute authorization, as well as Mr.
4 Autry's master's degree in education from a regionally accredited institution, the
5 Board found it would be an undue hardship to deny Mr. Autry's request to waive the
6 requirement of a bachelor's degree from a regionally accredited institution. The Board
7 has granted waivers in similar cases. In light of this precedent, the Board found
8 granting the waiver would not cause prejudice to the substantial legal rights of any
9 person. The substitute authorization carries limited authority, as the holder cannot
10 serve for extended periods of time in one assignment. The Board found that granting
11 the waiver, under the circumstances set forth above, would not compromise public
12 health, safety, and welfare. Roll call vote: Arnold – yes; Buck – yes; Dutcher – yes;
13 Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes;
14 Stevens – yes; Sullivan – absent; Wortmann – yes. **MOTION CARRIED.**

15
16 Reports/Approvals

17 Phil Wise provided a legislative update.

18
19 The following reports were reviewed by the Board: Annual Rules Report; Annual Fees
20 Report; Annual Home Base Iowa Report; Annual Report of Iowa Licensure Renewal
21 Programs; Military Spouse Report.

22
23 Background Check Fees Increase: The BoEE currently charges fees of \$52 for in-office
24 electronic background checks and \$65 for remote or hard copy background checks for
25 applicants applying for their first BoEE license. The original reason for this difference
26 in fees was to encourage applicants to use the electronic fingerprinting service option.
27 The \$52 fee for in-office background checks does not cover the cost of completing and
28 evaluating these required background checks and creates coding issues within the
29 new licensing system. Additionally, the BoEE currently absorbs all costs associated
30 with background checks for licensure renewal applications. The BoEE staff requests
31 the Board approve an increase from \$52 to \$65 for all in-office electronic background
32 check fees.

1 Andy Pattee moved, with a second by Larry Hill, to approve an increase from \$52 to
2 \$65 for all in-office electronic background check fees, effective immediately. Roll call
3 vote: Arnold – yes; Buck – yes; Dutcher – yes; Garcia – yes; Hill – yes; Overholtzer –
4 yes; Pattee – yes; Prescott – yes; Schoening – yes; Stevens – yes; Sullivan – absent;
5 Wortmann – yes. **MOTION CARRIED.**

6

7 The BoEE staff also requests that each renewal applicant be charged \$1 to cover the
8 costs of the registry checks. The executive director is currently researching all costs
9 associated with completing and evaluating required background checks and will
10 present that information at the June board retreat.

11

12 There being no further business, Andy Pattee moved, with a second by Richard
13 Wortmann, to adjourn the meeting. Meeting adjourned at 1:57 p.m.

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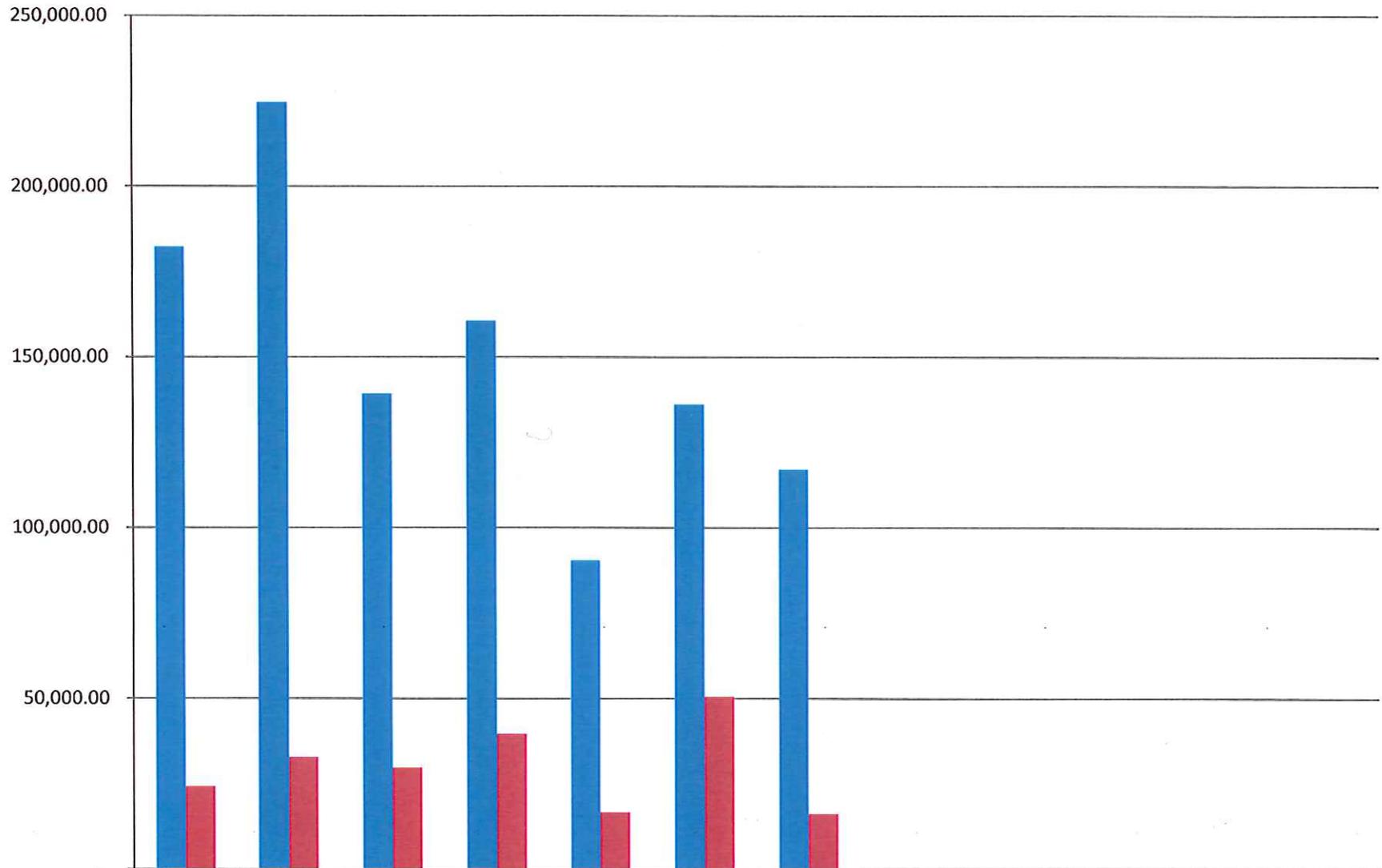
Board of Educational Examiners (BOEE)

Cash Balance

10-Year History

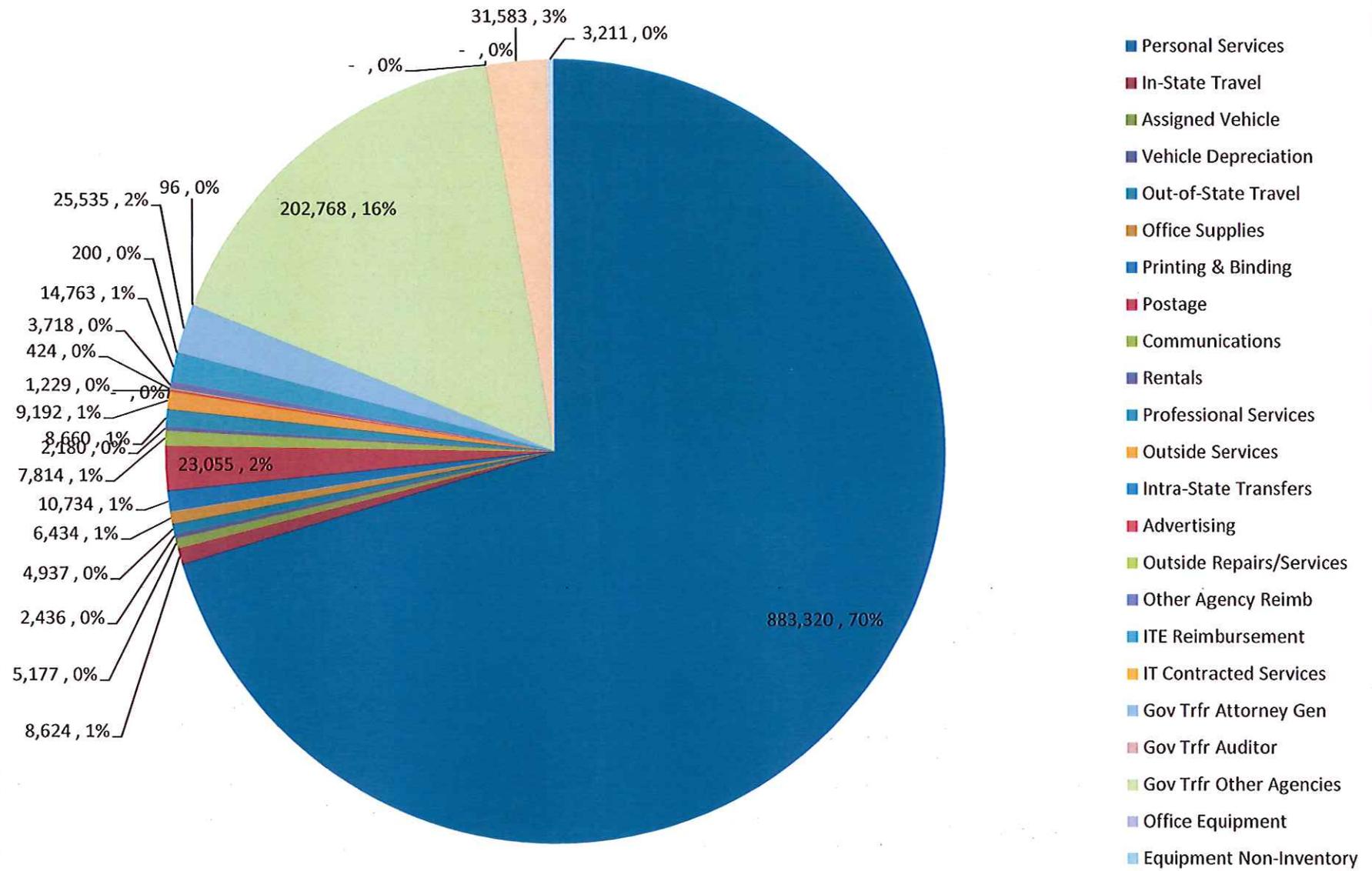
	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
BOEE Beginning Cash Balance	1,176,209	1,156,232	1,047,214	923,038	695,115	465,146	999,099	751,217	186,971	5,130	-	34,116
State Appropriation												40,974
Total Revenues	1,259,786	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	1,159,894	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)	99,892	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	1,276,101	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	8%	2%	10%	13%	33%	49%	-53%	33%	302%	3545%		

Receipts July 2014-June 2015



	July 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15
Licensure Fees	182,151.	224,507.	139,162.	160,516.	90,340.5	136,049.	117,003.					-
DCI Check Fee	24,258.0	32,798.0	29,666.0	39,728.0	16,796.0	50,608.0	16,250.0					-

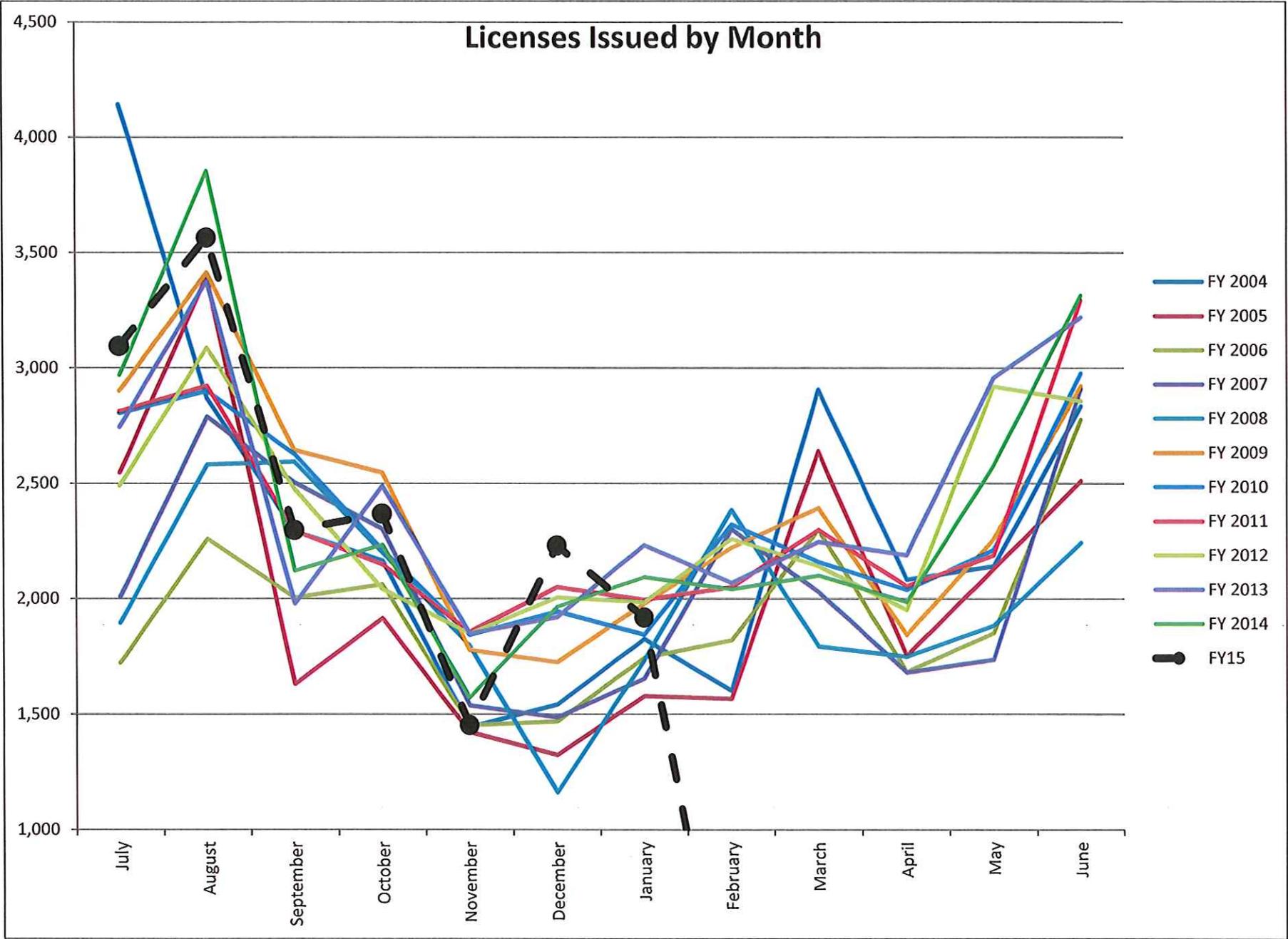
Expenditures July 2014-June 2015



Total # Licenses Issued FY15



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total # Licenses Issued	3,095	3,564	2,297	2,368	1,452	2,230	1,918	-	-	-	-	-



Board of Education Examiners SFY 15 Financial Reporting by Orgn/Month

FY 15 Balance Sheet / Cash Flow Chart															
Licensure Fees (orgn 9397)	July 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jun+30	Jun+60	Total
Receipts															
Brought Fwd from 14	100,000.00	1,076,209.26	-	-	-	-	-	-	-	-	-	-	-	-	1,176,209
Carry Fwd to 16	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
234 Gov Transfer in Other Agcy	-	-	63.75	-	63.75	-	-	-	-	-	-	-	-	-	128
401 Licensure Fees	182,151.25	224,507.25	139,162.50	160,516.50	90,340.50	136,049.25	117,003.75	-	-	-	-	-	-	-	1,049,731
704 DCI Check Fee	24,258.00	32,798.00	29,666.00	39,728.00	16,796.00	50,608.00	16,250.00	-	-	-	-	-	-	-	210,104
BoEE Total Receipts	206,409.25	257,305.25	168,892.25	200,244.50	107,200.25	186,657.25	133,253.75	-	-	-	-	-	-	-	1,259,963
401 Licensure Fees (GenFund)	60,179.75	74,254.75	46,053.75	53,140.50	29,842.75	45,028.75	38,581.25	-	-	-	-	-	-	-	347,062
Expenditures															
101 Personal Services	68,313.68	117,136.94	192,754.77	101,882.80	116,397.55	116,332.53	120,501.39	-	-	-	-	50,000.00	50,000.00	-	883,320
202 In-State Travel	134.25	134.35	1,821.45	2,103.43	1,688.24	303.91	2,437.95	-	-	-	-	-	-	-	8,624
203 Assigned Vehicle	20.01	302.51	243.48	482.12	707.19	175.91	245.73	-	-	-	-	3,000.00	3,000.00	-	5,177
204 Vehicle Depreciation	-	360.00	360.00	360.00	360.00	360.00	360.00	-	-	-	-	276.00	276.00	-	2,436
205 Out-of-State Travel	-	-	-	2,930.10	1,391.16	256.09	-	-	-	-	-	360.00	360.00	-	4,937
301 Office Supplies	5,000.00	157.81	397.40	477.58	72.71	167.12	11.11	-	-	-	-	150.00	150.00	-	6,434
309 Printing & Binding	-	1,332.00	2,524.04	5,186.18	1,304.00	56.00	331.40	-	-	-	-	-	-	-	10,734
313 Postage	-	3,732.21	4,255.43	3,540.45	3,421.81	2,137.51	2,617.70	-	-	-	-	3,350.00	3,350.00	-	23,055
401 Communications	471.39	1,161.41	1,194.74	941.61	1,089.35	1,124.65	1,108.97	-	-	-	-	722.00	722.00	-	7,814
402 Rentals	1,410.00	309.78	75.00	-	328.37	56.41	-	-	-	-	-	-	-	-	2,180
405 Professional Services	-	100.00	120.00	652.70	6,182.08	176.29	648.66	-	-	-	-	780.00	780.00	-	8,660
406 Outside Services	-	380.76	1,914.92	2,297.70	2,249.78	451.00	1,787.94	-	-	-	-	110.00	110.00	-	9,192
407 Intra-State Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
408 Advertising	1,229.02	-	-	-	-	-	-	-	-	-	-	-	-	-	1,229
409 Outside Repairs/Services	192.98	-	-	137.14	-	-	93.61	-	-	-	-	-	-	-	424
414 Other Agency Reimb	-	346.26	1,013.26	346.26	346.26	1,013.26	346.26	-	-	-	-	306.00	306.00	-	3,718
416 ITE Reimbursement	-	2,186.32	3,477.26	6,052.48	(4,296.13)	2,430.58	2,212.98	-	-	-	-	2,700.00	2,700.00	-	14,763
418 IT Contracted Services	-	-	-	-	-	-	200.00	-	-	-	-	-	-	-	200
432 Gov Trfr Attorney Gen	-	3,333.33	3,334.36	3,333.33	3,333.33	4,917.78	3,333.33	-	-	-	-	3,950.00	3,950.00	-	25,535
433 Gov Trfr Auditor	-	-	-	-	-	96.14	-	-	-	-	-	-	-	-	96
434 Gov Trfr Other Agencies	-	-	48,581.00	27,020.74	6,019.19	42,998.00	48,149.00	-	-	-	-	30,000.00	30,000.00	-	202,768
502 Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
503 Equipment Non-Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
510 IT Equipment & Software	17,821.00	10,208.00	181.00	-	-	840.00	2,532.76	-	-	-	-	-	-	-	31,583
602 SWICAP/Other Expense	-	-	701.88	714.38	440.91	863.44	-	-	-	-	-	490.00	490.00	-	3,211
Total Expenditures	94,592.33	141,181.68	262,949.99	158,459.00	141,035.80	174,756.62	188,918.77	-	-	-	-	96,194.00	96,194.00	-	1,256,088
Excess (Deficiency) of															
Revenue over Expenditures	111,816.92	116,123.57	(94,121.49)	41,785.50	(33,899.30)	11,900.63	(53,665.02)	-	-	-	-	(96,194.00)	(96,194.00)	-	3,747
Beginning Cash Balance	100,000.00	211,816.92	1,404,149.75	1,310,092.01	1,351,877.51	1,318,041.96	1,329,942.59	1,276,277.57	1,276,277.57	1,276,277.57	1,276,277.57	1,276,277.57	1,180,083.57	-	-
Ending Cash Balance	211,816.92	1,404,149.75	1,310,092.01	1,351,877.51	1,318,041.96	1,329,942.59	1,276,277.57	1,276,277.57	1,276,277.57	1,276,277.57	1,276,277.57	1,180,083.57	-	-	3,874

June +30 expenses are anticipated expenses

Licensure Fee Receipts by Accounting Source and Month SFY 15

Acct	Class	Description	July 14	Aug 14	Sept 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jun+30	Jun+60	Total
		Brought Fwd not included															
153	234	Licensure Fees % - Other Agcy	-	-	63.75	-	63.75	-	-	-	-	-	-	-	-	-	127.50
154	401	Licensure Fees %	182,151.25	224,507.25	139,162.50	160,516.50	90,340.50	136,049.25	117,003.75	-	-	-	-	-	-	-	1,049,731.00
154	704	DCI Check Fee	24,258.00	32,798.00	29,666.00	39,728.00	16,796.00	50,608.00	16,250.00	-	-	-	-	-	-	-	210,104.00
Gen Fund	401	Licensure Fees	60,179.75	74,254.75	46,053.75	53,140.50	29,842.75	45,028.75	38,561.25	-	-	-	-	-	-	-	347,061.50
		Net Receipts	266,589.00	331,560.00	214,946.00	253,385.00	137,043.00	231,686.00	171,815.00	-	-	-	-	-	-	-	1,607,024.00
0914	401	Refunds	50.00	-	465.00	380.00	1,700.00	1,120.00	895.00								4,610.00

Number of Licenses Issued by Month

Record Year in Green

	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
FY 2015 Actual	3,095	3,564	2,297	2,368	1,452	2,230	1,918	0	0	0	0	0	16,924
Running Total	3,095	6,659	8,956	11,324	12,776	15,006	16,924	16,924	16,924	16,924	16,924	16,924	
FY 2014 Actual	2,968	3,852	2,120	2,232	1,571	1,964	2,092	2,040	2,099	1,984	2,576	3,314	28,812
Running Total	2,968	6,820	8,940	11,172	12,743	14,707	16,799	18,839	20,938	22,922	25,498	28,812	
FY 2013 Actual	2,744	3,375	1,978	2,488	1,849	1,920	2,231	2,068	2,246	2,188	2,956	3,219	29,262
Running Total	2,744	6,119	8,097	10,585	12,434	14,354	16,585	18,653	20,899	23,087	26,043	29,262	
FY 2012 Actual	2,490	3,087	2,475	2,041	1,849	2,005	1,985	2,259	2,141	1,951	2,920	2,857	28,060
Running Total	2,490	5,577	8,052	10,093	11,942	13,947	15,932	18,191	20,332	22,283	25,203	28,060	
FY 2011 Actual	2,812	2,923	2,294	2,149	1,857	2,051	1,996	2,050	2,299	2,055	2,189	3,293	27,968
Running Total	2,812	5,735	8,029	10,178	12,035	14,086	16,082	18,132	20,431	22,486	24,675	27,968	
FY 2010 Actual	2,804	2,899	2,626	2,210	1,842	1,944	1,843	2,321	2,158	2,037	2,211	2,976	27,871
Running Total	2,804	5,703	8,329	10,539	12,381	14,325	16,168	18,489	20,647	22,684	24,895	27,871	
FY 2009 Actual	2,902	3,413	2,644	2,547	1,779	1,726	1,979	2,221	2,393	1,844	2,259	2,923	28,630
Running Total	2,902	6,315	8,959	11,506	13,285	15,011	16,990	19,211	21,604	23,448	25,707	28,630	
FY 2008 Actual	1,895	2,580	2,592	2,199	1,795	1,161	1,733	2,384	1,792	1,748	1,883	2,242	27,344
Running Total	1,895	4,475	7,067	9,266	11,061	12,222	13,955	16,339	18,131	19,879	21,762	24,004	
FY 2007 Actual	2,008	2,788	2,503	2,302	1,538	1,486	1,654	2,300	2,028	1,680	1,736	2,910	26,747
Running Total	2,008	4,796	7,299	9,601	11,139	12,625	14,279	16,579	18,607	20,287	22,023	24,933	
FY 2006 Actual	1,722	2,259	2,005	2,062	1,452	1,469	1,744	1,820	2,299	1,683	1,851	2,776	23,142
Running Total	1,722	3,981	5,986	8,048	9,500	10,969	12,713	14,533	16,832	18,515	20,366	23,142	
FY 2005 Actual	2,547	3,394	1,631	1,916	1,423	1,324	1,579	1,567	2,640	1,753	2,130	2,511	24,415
Running Total	2,547	5,941	7,572	9,488	10,911	12,235	13,814	15,381	18,021	19,774	21,904	24,415	
FY 2004 Actual	4,142	2,867	2,293	2,164	1,443	1,541	1,825	1,600	2,906	2,082	2,141	2,834	27,838
Running Total	4,142	7,009	9,302	11,466	12,909	14,450	16,275	17,875	20,781	22,863	25,004	27,838	
Proj FY15 for Budget	2,489	3,057	2,287	2,215	1,696	1,705	1,884	2,103	2,210	1,892	2,271	2,902	27,281
Running Total	2,489	5,546	7,833	10,048	11,743	13,448	15,332	17,435	19,644	21,537	23,808	26,710	

Obligations vs. Budget Report
Budget Fiscal Year: 2015

	Total Obligations FY-To-Date	SY 15 Spending Plan	Budget Balance	Percent of Budget Received /Spent
Resources:				
Balance Forward	\$ 1,176,209	\$ 1,176,209		
Receipts				
Salary adj				
401 Fees, Lic. & Permits	\$ 1,049,731	\$ 1,735,513		
704 Other	\$ 210,104	\$ 360,000		
Total Resources:	\$ 2,436,044	\$ 3,271,722	\$ 2,011,887	39%
<i>(Total Revenue)</i>	<u><u>\$ 1,259,835</u></u>			
Expenditures:				
101 Personal Services	\$ 883,320	\$ 1,533,123	\$ 649,803	58%
202 In-State Travel	\$ 8,624	\$ 25,000	\$ 16,376	34%
203 Assigned Vehicle	\$ 5,177	\$ 5,000	\$ (177)	104%
204 Vehicle Depreciation	\$ 2,436	\$ 4,000	\$ 1,564	61%
205 Out-of-State Travel	\$ 4,937	\$ 20,000	\$ 15,063	25%
301 Office supplies	\$ 6,434	\$ 12,000	\$ 5,566	54%
309 Printing & Binding	\$ 10,734	\$ 15,000	\$ 4,266	72%
313 Postage	\$ 23,055	\$ 38,000	\$ 14,945	61%
401 ICN/Communications	\$ 7,814	\$ 15,000	\$ 7,186	52%
402 Rentals	\$ 2,180	\$ 3,500	\$ 1,320	62%
405 Professional Services	\$ 8,660	\$ 26,000	\$ 17,340	33%
406 Outside Services	\$ 9,192	\$ 5,000	\$ (4,192)	184%
407 Trans to Other agency	\$ -	\$ -	\$ -	#DIV/0!
408 Advertising	\$ 1,229	\$ 3,000	\$ 1,771	41%
409 Outside Repairs/Ser	\$ 424	\$ 4,000	\$ 3,576	11%
414 Other Agency Reimb	\$ 3,718	\$ 12,000	\$ 8,282	31%
416 ITD Reimbursement	\$ 14,763	\$ 22,000	\$ 7,237	67%
418 IT Contracted services	\$ 200	\$ 100,000	\$ 99,800	0%
432 Gov Transfer AG	\$ 25,535	\$ 41,000	\$ 15,465	62%
433 Gov Transfer Auditor	\$ 96	\$ 8,000	\$ 7,904	1%
434 Gov Trans Other Agency	\$ 202,768	\$ 360,000	\$ 157,232	56%
502 Equipment Inventory	\$ -	\$ 3,100	\$ 3,100	0%
503 Equipment Non-Inven	\$ -	\$ 19,000	\$ 19,000	0%
510 IT Equipment	\$ 31,583	\$ 60,000	\$ 28,417	53%
602 SWICAP	\$ 3,211	\$ 20,000	\$ 16,789	16%
705 Refunds	\$ 4,610	\$ 8,000	\$ 3,390	58%
Carryover		\$ -		
Expenditure Subtotal	\$ 1,260,698	\$ 2,361,723	\$ 1,101,025	53%
<i>Revenue Less Expenditures</i>	<u><u>\$ (863)</u></u>			

(off from Finance report by \$8,000+ due to inclusion of refunds)

FY 2015 Actual Revenue for each License Issued

FY 2015 Actual Number of Licenses Issued per Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Duplicate Lic - Online	32	41	20	20	16	9	32						170
Late Fees - online	23	21	8	5	3	7	8						75
Master Ed - Online	127	139	95	83	78	77	105						704
Prof Adm - Online	19	10	15	14	10	19	19						106
Prof Service License	5	8	5	2	3	8	7						38
Standard Lic - Online	270	252	154	147	154	154	210						1,341
Background	259	382	374	533	214	712	171						2,645
Background in Office	113	127	90	51	41	58	66						546
Initial Teacher lic	192	254	287	422	103	633	174						2,065
Extended initial	16	31	20	34	21	36	41						199
Standard License	259	419	217	171	133	145	138						1,482
Master Ed	180	195	190	140	96	161	164						1,126
Professional Adm	125	75	79	73	54	58	75						539
Coach Authorization	315	501	267	316	225	198	225						2,047
Substitute License	123	207	151	147	93	80	119						920
Substitute Auth	57	107	114	82	67	63	80						570
Endorsement	204	288	108	116	54	121	132						1,023
Duplicate Lic	31	29	14	18	5	11	15						123
Tx Evaluation	196	180	89	97	53	68	63						746
Late Payment	117	191	100	346	124	84	61						1,023
Out-of-state T or A	150	125	68	76	41	65	58						583
Out-of-country	1	0	2	8	0	1	1						13
BTW Driving Instr	13	10	3	5	13	28	11						83
Class A	266	89	119	126	78	103	124						905
Class B	255	306	105	142	41	29	24						902
Class E	37	54	25	30	10	8	4						168
Class G	1	3	5	2	2	0	0						13
Coach Auth Extend	7	14	5	8	4	4	4						46
Evaluator (New)	0	6	0	0	0	0	0						6
Initial Admn Lic	0	11	11	1	0	0	0						23
Extended initial Adm	0	0	0	0	0	0	0						0
Career & Tech	3	2	4	1	2	2	2						16
Paraeducator	143	114	72	42	59	110	43						583
Para Add Con	15	28	3	3	5	9	4						67
Orientation & Mobility	0	0	0	0	0	0	0						0
SPR	18	28	15	15	6	11	14						107
Teacher Intern Lic	7	6	1	2	0	0	0						16
Initial Prof Service	2	11	1	0	0	0	0						14
Professional Service	21	13	19	9	11	6	14						93
PSL - Class A	2	0	0	1	0	0	0						3
PSL - Class B	0	0	0	0	0	0	0						0
IPREP-Portfolio Review	1	0	0	0	0	0	0						1
SBO	0	2	6	4	9	12	11						44
Native Language Authorization	0	1	1	0	0	0	0						2
SAM	2	4	1	8	6	0	1						22
IJAG Authorization	0	1	6	3	0	1	1						12
Activities Admin. Auth.							3						3
Over Payment	5	4	4	5	3	2	1						24
Total # Licenses Issued	3,095	3,564	2,297	2,368	1,452	2,230	1,918	-	-	-	-	-	16,924
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued

FY 2015 Actual Revenue for each License Issued

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Rev
Duplicate Lic - Online	\$ 576	\$ 738	\$ 360	\$ 360	\$ 288	\$ 162	\$ 576						\$ 3,060
Late Fees - online	\$ 1,200	\$ 1,125	\$ 550	\$ 425	\$ 200	\$ 175	\$ 325						\$ 4,000
Master Ed - Online	\$ 11,176	\$ 12,232	\$ 8,360	\$ 7,304	\$ 6,864	\$ 6,776	\$ 9,240						\$ 61,952
Prof Adm - Online	\$ 1,672	\$ 880	\$ 1,320	\$ 1,232	\$ 880	\$ 1,672	\$ 1,672						\$ 9,328
Prof Service License	\$ 440	\$ 704	\$ 440	\$ 176	\$ 264	\$ 704	\$ 616						\$ 3,344
Standard Lic - Online	\$ 23,760	\$ 22,176	\$ 13,552	\$ 12,936	\$ 13,552	\$ 13,552	\$ 18,480						\$ 118,008
Background	\$ 16,848.00	\$ 24,842.00	\$ 24,310.00	\$ 34,645.00	\$ 13,897	\$ 46,267	\$ 11,115						\$ 171,924
Background In Office	\$ 5,876.00	\$ 6,604.00	\$ 4,680.00	\$ 2,652.00	\$ 2,132	\$ 3,016	\$ 3,432						\$ 28,392
Initial Teacher lic	\$ 16,320.00	\$ 21,585.00	\$ 24,395.00	\$ 35,850.00	\$ 8,755	\$ 53,845	\$ 14,790						\$ 175,540
Extended initial	\$ 400.00	\$ 775.00	\$ 500.00	\$ 850.00	\$ 525	\$ 900	\$ 1,025						\$ 4,975
Standard License	\$ 22,015.00	\$ 35,620.00	\$ 18,440.00	\$ 14,540.00	\$ 11,305	\$ 12,325	\$ 11,730						\$ 125,975
Master Ed	\$ 15,300.00	\$ 16,575.00	\$ 16,150.00	\$ 11,900.00	\$ 8,160	\$ 13,685	\$ 13,935						\$ 95,705
Professional Adm	\$ 10,625.00	\$ 6,375.00	\$ 6,715.00	\$ 6,195.00	\$ 4,590	\$ 4,930	\$ 6,375						\$ 45,805
Coach Authorization	\$ 26,790.00	\$ 42,603.00	\$ 22,660.00	\$ 26,890.00	\$ 19,125	\$ 16,790	\$ 19,125						\$ 173,983
Substitute License	\$ 10,455.00	\$ 17,595.00	\$ 12,835.00	\$ 12,495.00	\$ 7,905	\$ 6,800	\$ 10,115						\$ 78,200
Substitute Auth	\$ 4,845.00	\$ 9,095.00	\$ 9,685.00	\$ 6,970.00	\$ 5,695	\$ 5,355	\$ 6,800						\$ 48,445
Endorsement	\$ 10,200.00	\$ 14,400.00	\$ 5,375.00	\$ 5,785.00	\$ 2,700	\$ 6,060	\$ 6,600						\$ 51,120
Duplicate Lic	\$ 465.00	\$ 435.00	\$ 210.00	\$ 270.00	\$ 75	\$ 165	\$ 225						\$ 1,845
Tx Evaluation	\$ 11,740.00	\$ 10,773.00	\$ 5,340.00	\$ 5,820.00	\$ 3,180	\$ 4,080	\$ 3,780						\$ 44,713
Late Payment	\$ 2,920.00	\$ 4,770.00	\$ 2,505.00	\$ 8,645.00	\$ 3,100	\$ 2,090	\$ 1,515						\$ 25,545
Out-of-state T or A	\$ 12,785.00	\$ 10,640.00	\$ 5,780.00	\$ 6,460.00	\$ 3,484	\$ 5,525	\$ 4,930						\$ 49,604
Out-of-country	\$ 85.00	\$ -	\$ 170.00	\$ 680.00	\$ -	\$ 85	\$ 85						\$ 1,105
BTW Driving Instr	\$ 520.00	\$ 400.00	\$ 120.00	\$ 200.00	\$ 520	\$ 1,120	\$ 440						\$ 3,320
Class A	\$ 22,610.00	\$ 7,565.00	\$ 10,115.00	\$ 10,710.00	\$ 6,630	\$ 8,755	\$ 10,540						\$ 76,925
Class B	\$ 21,675.00	\$ 25,985.00	\$ 8,890.00	\$ 12,070.00	\$ 3,510	\$ 2,465	\$ 2,040						\$ 76,635
Class E	\$ 5,505.00	\$ 8,110.00	\$ 3,785.00	\$ 4,480.00	\$ 1,480	\$ 1,230	\$ 670						\$ 25,260
Class G	\$ 85.00	\$ 255.00	\$ 425.00	\$ 170.00	\$ 170	\$ -	\$ -						\$ 1,105
Coach Auth Extend	\$ 280.00	\$ 550.00	\$ 200.00	\$ 320.00	\$ 160	\$ 160	\$ 160						\$ 1,830
Evaluator (New)	\$ -	\$ 510.00	\$ -	\$ -	\$ -	\$ -	\$ -						\$ 510
Initial Admn Lic	\$ -	\$ 935.00	\$ 935.00	\$ 85.00	\$ -	\$ -	\$ -						\$ 1,955
Extended initial Adm	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Career & Tech	\$ 255.00	\$ 170.00	\$ 340.00	\$ 85.00	\$ 170	\$ 170	\$ 170						\$ 1,360
Paraeducator	\$ 5,720.00	\$ 4,560.00	\$ 2,880.00	\$ 1,680.00	\$ 2,360	\$ 4,400	\$ 1,705						\$ 23,305
Para Add Con	\$ 375.00	\$ 700.00	\$ 75.00	\$ 75.00	\$ 125	\$ 225	\$ 100						\$ 1,675
Orientation & Mobility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
SPR	\$ 1,530.00	\$ 2,380.00	\$ 1,275.00	\$ 1,275.00	\$ 510	\$ 935	\$ 1,190						\$ 9,095
Teacher Intern Lic	\$ 875.00	\$ 750.00	\$ 125.00	\$ 250.00	\$ -	\$ -	\$ -						\$ 2,000
Initial Prof Service	\$ 170.00	\$ 935.00	\$ 85.00	\$ -	\$ -	\$ -	\$ -						\$ 1,190
Professional Service	\$ 1,785.00	\$ 1,105.00	\$ 1,615.00	\$ 765.00	\$ 935	\$ 510	\$ 1,190						\$ 7,905
PSL- Class A	\$ 170.00	\$ -	\$ -	\$ 85.00	\$ -	\$ -	\$ -						\$ 255
PSL- Class B	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
IPREP-Portfolio Review	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ 500
SBO	\$ -	\$ 170.00	\$ 510.00	\$ 335.00	\$ 765	\$ 1,020	\$ 935						\$ 3,735
Native Language Authorization	\$ -	\$ 85.00	\$ 85.00	\$ -	\$ -	\$ -	\$ -						\$ 170
SAM	\$ 170.00	\$ 340.00	\$ 85.00	\$ 680.00	\$ 510	\$ -	\$ 85						\$ 1,870
IJAG	\$ -	\$ 85.00	\$ 543.00	\$ 255.00	\$ -	\$ 85	\$ 85						\$ 1,053
Activities Admin. Auth.							\$ 255						\$ 255
Over Payment	\$ 66.00	\$ 95.00	\$ 206.00	\$ 156.00	\$ 25.00	\$ 28.00	\$ 13.00						\$ 589.00
Grand Total	\$ 268,784	\$ 316,227	\$ 216,626	\$ 236,756	\$ 134,546	\$ 226,062	\$ 166,064	\$ -	\$ 1,565,065				
Background Total	\$ 22,724	\$ 31,446	\$ 28,990	\$ 37,297	\$ 16,029	\$ 49,283	\$ 14,547	\$ -	\$ 200,316				
BoEE Revenue	\$ 184,545	\$ 213,586	\$ 140,727	\$ 149,594	\$ 88,888	\$ 132,584	\$ 113,638	\$ -	\$ 1,023,562				
General Fund Total	\$ 61,515	\$ 71,195	\$ 46,909	\$ 49,865	\$ 29,629	\$ 44,195	\$ 37,879	\$ -	\$ 341,187				
BoEE+GenFund	\$ 246,060	\$ 284,781	\$ 187,636	\$ 199,459	\$ 118,517	\$ 176,779	\$ 151,517	\$ -	\$ 1,364,749				

ARRC REVIEW PENDING MEMO

Date: February 13, 2015

To: Board Members

From: Duane T. Magee, Executive Director

RE: Amend IAC 282 Chapter 14 – Special Education Endorsement Requirements

A committee of school administrators, special education teachers, Area Education Agency staff, Department of Education staff, and Board of Educational Examiners staff met over several months to examine possible changes to the special education endorsements. If the current proposal were adopted, a K-12 Special Education endorsement would replace the Instructional Strategist I and II endorsements currently utilized.

The proposed amendments were published as ARC 1602C on September 3, 2014. The ARRC reviewed the proposed amendments on September 9, 2014. At the time of the October 10, 2014 board meeting, the board staff received approximately 240 written comments. (Additional comments received after October 10th are attached to this memo.) At the public hearing on September 24, 2014, 52 people signed in and 15 people spoke in opposition to the proposed amendments. (Refer to the October 10, 2014, board packet for the previous written comments and transcript of the public hearing.)

The modified proposal below has taken into consideration the input from public comments from teachers, higher education, special education parents, administrators and other interested parties. The proposed rule takes no action on the K-8, 5-12 Mildly Disabled, K-8, 5-12 Instructional Strategist I, K-12 Instructional Strategist II: BD/LD or K-12 Instructional Strategist II: ID/MD endorsements. The proposed rule would add a new endorsement, K-12 Special Education, with the ability for individuals to add specializations. These specializations may only be added to a license with the new K-12 Special Education endorsement (learning disabilities was added as a specialization area based on comments submitted to the board). The board voted to adopt the modified proposal language on January 15, 2015. It will be published in the February 18 edition of the Iowa Administrative Bulletin.

14.2(10) K-12 Special Education.

This endorsement authorizes instruction in all K-12 special education programs without regard to the instructional model, for all students identified with disabilities, except students with visual or hearing impairments. The applicant must present evidence of having completed course work to meet the following program requirements.

(1) Foundations of special education. To include cultural and instructional characteristics of students with disabilities, current issues, special education law, Individualized Education Plans, history of special education, inclusive practices, and Iowa service delivery models.

(2) Assessment, diagnosis and evaluation. To include diagnostic, formative, summative (both general and alternate assessment), adaptive behavior skills, data usage in program decision making, and interpretation of standardized assessment.

(3) Methods for teaching general education core curriculum. To include one course each in methods for elementary math and literacy.

(4) Academic methods and strategies. To include evidence based models for providing instructional methodologies, adaptation, accommodation and/or intensive interventions of the K-12 general education curriculum for students with disabilities (including concepts reflected in the Iowa Core essential elements for individuals with significant intellectual disabilities). Must include methodology for remediation of literacy and math skills.

(5) Preparation in research-based assessment and intervention practices including: applied behavior analysis (ABA), behavior intervention planning (BIP), cognitive behavioral strategies (e.g., CBM, Rational Emotive Education), de-escalation techniques (e.g., Mandt, CPI), functional behavioral assessment (FBA), and positive behavior interventions and supports (PBIS), in order to increase or promote language and communication development; emotional and social health; positive social interaction, personal satisfaction, self-determination; decision-making skills and independent functioning at school, home, and in the community.

(7) Collaborative and transition partnerships. Collaborative and transition partnerships to include awareness of the services, networks, and organizations available including transitional support K-12. Preparation in working with parents and families, community agencies, service providers, and support staff including paraeducators. Strategies for working with general classroom teachers and knowledge of the collaborative and consultative roles of special education teachers in the integration of individuals with disabilities into the general curriculum and classroom. Special emphasis on transitions of students to post-secondary environments.

(8) Assistive/ Instructional Technology. To include preparation in the use of assistive and instructional technology to assist students with moderate to significant disabilities to access the core curriculum and address compensatory or individualized needs, including accessible instructional materials.

(9) Student teaching across all grade levels (K-12) with students with disabilities.

14.2(11) *Special Education Specializations*

Specializations allow the applicant to demonstrate expanded knowledge and skills with specific disability categories. These are not endorsements, nor required for specific assignment, but may be used by local school districts and nonpublic schools in specific settings. Specializations may be added to a teacher holding the K-12 Special Education (14.2(10)) endorsement and by completing an additional 15 credit hours dedicated to the specialization beyond the special education endorsement requirements.

a. Intellectual Disabilities: Fifteen credit hours of course work dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with intellectual disabilities.

b. Autism/Spectrum Disorders: Fifteen credit hours of course work dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with autism/spectrum disorders.

c. Behavior/Emotional Disorders: Fifteen credit hours of course work dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with behavior/emotional disorders.

d. Multiple disabilities: Fifteen credit hours of course work dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with multiple disabilities.

e. Physical disabilities: Fifteen credit hours of course work dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with physical disabilities.

f. Learning disabilities: Fifteen credit hours of course work dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with learning disabilities.

EDUCATIONAL EXAMINERS BOARD[282]

Notice of Intended Action

Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1)“b.”

Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.

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 14, “Special Education Endorsements,” Iowa Administrative Code.

A committee of school administrators, special education teachers, Area Education Agency staff, Department of Education staff, and Board of Educational Examiners staff met over several months to examine possible changes to the existing special education endorsements. Under the proposed amendments, the K-12 special education endorsement would replace the current instructional strategist I and II endorsements. The K-12 special education endorsement increases specific preparation requirements of special education teachers (both in general education and special education preparation), addresses the noncategorical delivery models of special education, and includes coverage of Iowa’s specific special education issues and practices.

Any interested person may make written comments or suggestions on the proposed amendments before 4 p.m. on Friday, September 26, 2014. Written comments and suggestions should be addressed to Kim Cunningham, Board Secretary, Board of Educational Examiners, at the address below, or sent by e-mail to kim.cunningham@iowa.gov, or by fax to (515)281-7669.

Any interested party or persons may present their views either orally or in writing at the public hearing that will be held Wednesday, September 24, 2014, at 1 p.m. in the State Board Room, Second Floor, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa.

At the hearing, persons will be asked to give their names and addresses for the record and to confine their remarks to the subject of the proposed amendments. Persons who wish to make oral presentations at the public hearing may contact the Executive Director, Board of Educational Examiners, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa 50319-0147, or at (515)281-5849, prior to the date of the public hearing.

Any person who intends to attend the public hearing and requires special accommodations for specific needs, such as a sign language interpreter, should contact the office of the Executive Director at (515)281-5849.

These amendments are subject to waiver pursuant to 282—Chapter 6.

After analysis and review of this rule making, there is no anticipated impact on jobs.

These amendments are intended to implement Iowa Code section 272.2(1)“a.”

The following amendments are proposed.

ITEM 1. Amend subrules 14.2(2) to 14.2(7) as follows:

14.2(2) *Instructional strategist I: mild and moderate.* This endorsement will sunset July 1, 2019.

a. to d. No change.

14.2(3) *Instructional strategist II: behavior disorders/learning disabilities.* This endorsement will sunset July 1, 2019. This endorsement authorizes instruction in programs serving students with behavior disorders and learning disabilities from age 5 to age 21 (and to a maximum allowable age in accordance with Iowa Code section 256B.8). The applicant must present evidence of having completed the following program requirements.

a. to h. No change.

14.2(4) *Instructional strategist II: intellectual disabilities.* This endorsement will sunset July 1, 2019. This endorsement authorizes instruction in programs serving students with intellectual disabilities

from age 5 to age 21 (and to a maximum allowable age in accordance with Iowa Code section 256B.8). The applicant must present evidence of having completed the following program requirements.

a. to h. No change.

14.2(5) *Instructional strategist II: physical disabilities.* This endorsement will sunset July 1, 2019. This endorsement authorizes instruction in programs serving students with physical disabilities from age 5 to age 21 (and to a maximum allowable age in accordance with Iowa Code section 256B.8). The applicant must present evidence of having completed the following program requirements.

a. to h. No change.

14.2(6) *K-8 mildly disabled endorsement.* This endorsement will sunset July 1, 2019. This endorsement authorizes instruction to mildly disabled children who require special education program adaptations while assigned to a regular classroom for basic instructional purposes, or mildly disabled students placed in a special education ~~class~~ classroom who receive part of their instruction in a regular classroom, or mildly disabled students requiring specially designed instruction while assigned to a regular classroom for basic instructional purposes. To fulfill the requirements for this endorsement, the applicant must:

a. Hold a regular education instruction endorsement at the elementary level. For the elementary level, this is the general elementary classroom endorsement.

b. Hold one of the following endorsements at the elementary level: learning disabilities, mild to moderate intellectual disabilities, behavioral disorders, multicategorical resource room or multicategorical-special class with integration.

14.2(7) *5-12 mildly disabled endorsement.* This endorsement will sunset July 1, 2019. This endorsement authorizes instruction to mildly disabled children who require special education program adaptations while assigned to a regular classroom for basic instructional purposes, or mildly disabled students placed in a special education class who receive part of their instruction in a regular classroom, or mildly disabled students requiring specially designed instruction while assigned to a regular classroom for basic instructional purposes. To fulfill the requirements for this endorsement, the applicant must:

a. Hold a regular education instruction endorsement at the secondary level (grades 5-12).

b. Hold one of the following endorsements at the secondary level: learning disabilities, mild to moderate intellectual disabilities, behavioral disorders, multicategorical resource room or multicategorical-special class with integration.

NOTE: These endorsements are designed for programs serving primarily mildly disabled students; the sensory impaired are not included as “mildly disabled.”

ITEM 2. Adopt the following **new** subrules 14.2(10) and 14.2(11):

14.2(10) *K-12 special education.* This endorsement authorizes instruction in all K-12 special education programs without regard to the instructional model for all students identified with disabilities, except students with visual or hearing impairments. The applicant must present evidence of having completed coursework to meet the following program requirements.

a. Foundations of special education. To include cultural and instructional characteristics of students with disabilities, current issues, special education law, individualized education plans, history of special education, inclusive practices, and Iowa service delivery models.

b. Assessment, diagnosis and evaluation. To include diagnostic, formative, and summative assessments (both general and alternate), adaptive behavior skills, data usage in program decision making, and interpretation of standardized assessment.

c. Methods for teaching general education core curriculum. To include one course each in methods for elementary math and literacy.

d. Academic methods and strategies. To include evidence-based models for providing instructional methodologies, adaptation, accommodation and intensive interventions of the K-12 general education curriculum for students with disabilities (including concepts reflected in the Iowa Core essential elements for individuals with significant intellectual disabilities). The methodology for remediation of literacy and math skills must be included.

e. Preparation in research-based assessment and intervention practices. To include applied behavior analysis (ABA), behavior intervention planning (BIP), cognitive behavioral strategies (e.g., CBM, rational emotive education), de-escalation techniques (e.g., Mandt, CPI), functional behavioral assessment (FBA), and positive behavior interventions and supports (PBIS), in order to increase or promote language and communication development; emotional and social health; positive social interaction, personal satisfaction, and self-determination; decision-making skills; and independent functioning at school and home and in the community.

f. Collaborative and transition partnerships. To include awareness of the services, networks, and organizations available including transitional support K-12; preparation in working with parents and families, community agencies, service providers, and support staff including paraeducators; strategies for working with general classroom teachers and knowledge of the collaborative and consultative roles of special education teachers in the integration of individuals with disabilities into the general curriculum and classroom; and special emphasis on transitions of students to postsecondary environments.

g. Assistive/instructional technology. To include preparation in the use of assistive and instructional technology to assist students with moderate to significant disabilities to access the core curriculum and address compensatory or individualized needs, including accessible instructional materials.

h. Student teaching across all grade levels (K-12) with students with disabilities.

14.2(11) *Special education specializations.* Specializations allow the applicant to demonstrate expanded knowledge and skills with specific disability categories. The following specializations are not endorsements and are not required for specific assignments, but may be used by local school districts and nonpublic schools in specific settings. Specializations may be added to a teaching license by the completion of an additional 15 credit hours dedicated to the specialization beyond the special education endorsement requirements.

a. Intellectual disabilities: Fifteen credit hours of coursework dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with intellectual disabilities.

b. Autism spectrum disorders: Fifteen credit hours of coursework dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with autism spectrum disorders.

c. Behavioral/emotional disorders: Fifteen credit hours of coursework dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with behavior/emotional disorders.

d. Multiple disabilities: Fifteen credit hours of coursework dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with multiple disabilities.

e. Physical disabilities: Fifteen credit hours of coursework dedicated to characteristics, instructional methodology, assessment, and transition of K-12 students with physical disabilities.

ARRC REVIEW PENDING MEMO

Date: February 13, 2015

To: Board Members

From: Duane T. Magee, Executive Director

RE: Amend IAC 282 Chapter 13.17(4) Military Exchange License

The proposed amendments were published as ARC 1723C on November 12, 2014. The public hearing took place on December 3, 2014. No one attended the public hearing and no written comments were received. The ARRC reviewed the proposed amendments at its meeting on December 12, 2014, and did not express any concerns at that time. The board voted to adopt the proposed amendments on January 15, 2015. The notice of adoption will be published in the February 18 edition of the Iowa Administrative Bulletin.

On May 26, 2014, Governor Branstad signed into law the Home Base Iowa Act, which is a plan to match veterans to careers in Iowa. The BoEE has already adopted licensure rules to streamline exchange licensing for recent veterans. The attached proposed changes will bring the existing rules into alignment with the Home Base Iowa Act. The Act calls for licensing provisions that are not limited to recent veterans.

EDUCATIONAL EXAMINERS BOARD[282]

Notice of Intended Action

Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1)“b.”

Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.

Pursuant to the authority of Iowa Code section 272.2(1)“a” and 2014 Iowa Acts, chapter 1116, division VI, the Board of Educational Examiners hereby gives Notice of Intended Action to amend Chapter 13, “Issuance of Teacher Licenses and Endorsements,” Iowa Administrative Code.

In 2013, the Board of Educational Examiners created a military exchange license to streamline the process of obtaining Iowa licensure for military personnel. These amendments are proposed to align the existing military exchange license rule with the requirements of the Home Base Iowa Act, passed by the Iowa Legislature in 2014 Iowa Acts, chapter 1116, division VI. Specifically, the Home Base Iowa Act’s definitions of “military service” and “veteran” are incorporated into subrule 13.17(4); a provision is added to allow an applicant to apply for credit for verified military education, training, or service applicable to any experience or educational requirement for licensure; and the implementation sentence for Chapter 13 is updated.

Any interested person may make written comments or suggestions on the proposed amendments before 4 p.m. on Friday, December 5, 2014. Written comments and suggestions should be addressed to Kim Cunningham, Board Secretary, Board of Educational Examiners, at the address below, or sent by e-mail to kim.cunningham@iowa.gov, or by fax to (515)281-7669.

Any interested party or persons may present their views either orally or in writing at the public hearing that will be held Wednesday, December 3, 2014, at 1 p.m. in Room 3 Southwest, Third Floor, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa.

At the hearing, persons will be asked to give their names and addresses for the record and to confine their remarks to the subject of the proposed amendments. Persons who wish to make oral presentations at the public hearing may contact the Executive Director, Board of Educational Examiners, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa 50319-0147, or at (515)281-5849, prior to the date of the public hearing.

Any person who intends to attend the public hearing and requires special accommodations for specific needs, such as a sign language interpreter, should contact the office of the Executive Director at (515)281-5849.

This amendment is subject to waiver pursuant to 282—Chapter 6.

After analysis and review of this rule making, it is anticipated that the proposed amendment would have a positive impact on jobs by facilitating the licensure of veterans for employment in Iowa schools.

This amendment is intended to implement 2014 Iowa Acts, chapter 1116, division VI.

The following amendment is proposed.

ITEM 1. Amend subrule 13.17(4) as follows:

13.17(4) Military exchange license.

a. Definitions.

“Military service” means honorably serving on federal active duty, state active duty, or national guard duty, as defined in Iowa Code section 29A.1; in the military services of other states, as provided in 10 U.S.C. Section 101(c); or in the organized reserves of the United States, as provided in 10 U.S.C. Section 10101.

“Veteran” means an individual who meets the definition of “veteran” in Iowa Code section 35.1(2).

a. b. Spouses of active duty military service members applying under 13.3(2). A three-year nonrenewable military exchange license may be issued to the applicant under the following conditions:

(1) The applicant has completed a traditional teacher preparation program at a regionally accredited and state-approved two- or four-year college.

(2) The applicant is the holder of a valid and current or an expired teaching license from another state.

(3) The applicant provides verification of the applicant's connection to or the applicant's spouse's connection to the military by providing a copy of current military orders with either a marriage license or a copy of a military ID card for the applicant's spouse.

(4) This license may be converted to a one-year regional exchange license upon application and payment of fees.

b. c. ~~Recent veterans (retired or discharged within the past five years as of the date of application) Veterans or their spouses applying under 13.3(2).~~ A five-year teaching license or a one-year exchange license may be issued to an applicant who meets the requirements of 13.17(4) "*a b*"(1) and (2). A veteran must provide a copy of the veteran's DD 214. A spouse must provide a copy of the veteran spouse's DD 214 and the couple's marriage license.

e. d. ~~Spouses of active duty military, recent service veterans, or recent veterans' spouses applying under 13.3(3).~~ If the applicant has completed a nontraditional teacher preparation program but is not eligible for a teaching license, the applicant will be issued a substitute license, and the initial review for the portfolio review process will be completed by board staff. An applicant must provide verification of connection to the military outlined in 13.17(4) "*a b*"(3) or 13.17(4) "*b c*."

e. Military education, training, and service credit. An applicant for the military exchange license may apply for credit for verified military education, training, or service toward any experience or educational requirement for licensure by submitting documentation to the board of educational examiners. The applicant shall identify the experience or educational requirement to which the credit would be applied if granted. The board of educational examiners shall promptly determine whether the verified military education, training, or service will satisfy all or any part of the identified experience or educational requirement for licensure.

d. f. ~~Fees.~~ Fees for the background check, evaluation and license issued pursuant to 13.17(4) will be limited to the fee outlined in rule 282—12.1(272), paragraph "2."

ITEM 2. Amend **282—Chapter 13**, implementation sentence, as follows:

These rules are intended to implement Iowa Code chapter 272 and 2014 Iowa Acts, chapter 1116, division VI.

ARRC REVIEW PENDING MEMO
FILING FOR NOTICE OF INTENDED ACTION POSTPONED PENDING ADDITIONAL
INFORMATION AND STAKEHOLDER INPUT

Date: February 13, 2015

To: Board Members

From: Duane T. Magee, Executive Director

RE: Ethics Training as a requirement for renewal

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 changes will allow educators to complete current and relevant training as a condition of licensure renewal, and also for the first issuance of a license when it is not already covered in the preparation program. 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—20.1(272) General renewal information. This chapter contains renewal requirements for those individuals desiring to renew the initial, standard, master educator, professional administrator, area education agency administrator, or substitute license or a statement of professional recognition (SPR), and general renewal requirements for all other licenses. Individuals desiring to renew a license issued under some other title are referred to 282—Chapters 22, 23, and 24 for additional specific requirements.

282—20.3 (272) Renewal of licenses, authorizations, certificates, and statements of professional recognition.

20.3(1) Issue date. A renewed license is valid only from and after the date of issuance.

20.3(2) General renewal requirements. A license, authorization, certificate or statement of professional recognition may be renewed for applicants who fulfill the general requirements set out in subrules 20.3(3) through 20.3(5)(8) and the license-specific requirements set out in this chapter under each license, authorization, certificate or statement of professional recognition.

20.3(3) Background check. Every renewal applicant is required to submit a completed application form with the applicant's signature to facilitate a check of the sex offender registry information under Iowa Code section 692A.121, the central registry for child abuse information established under Iowa Code chapter 235A, and the dependent adult abuse records maintained under Iowa Code chapter 235B. The board may assess the applicant a fee no greater than the costs associated with obtaining and evaluating the background check.

20.3(4) Child and dependent adult abuse training. Every renewal applicant must submit documentation of completion of the child and dependent adult abuse training approved by the state abuse education review panel. A waiver of this requirement may apply under the following conditions with appropriate documentation of any of the following:

- a. A person is engaged in active duty in the military service of this state or of the United States.
- b. The application of this requirement would impose an undue hardship on the person for whom the waiver is requested.
- c. A person is practicing a licensed profession outside this state.
- d. A person is otherwise subject to circumstances that would preclude the person from satisfying the approved child and dependent adult abuse training in this state

20.3(5) Code of Professional Conduct and Ethics Training. Every renewal applicant must submit documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

20.3(6) Trainings for renewal unit. Applicants for the renewal of any license or authorization may submit verification of completion of combined mandatory and non-mandatory trainings to total 15 clock hours per licensure renewal unit for a maximum of 2 units. A list of approved trainings will be provided by the Board of Educational Examiners.

20.3(5)(7) Recency of units for renewal. If a license is renewed on or before the date of expiration, the units for renewal are acceptable if earned during the term of the license. If a license is not renewed on the date of expiration, the units for renewal must have been completed within the five-year period immediately preceding the date of application for the renewal.

20.3(6)(8) Timely renewal. A license may only be renewed less than one year before it expires.

282—20.10 (272) Renewal requirements for a statement of professional recognition (SPR).

20.10(2) Each applicant renewing an SPR must provide documentation that all renewal requirements in subrules 20.3(1) through 20.3 have been met. In addition to the provisions set forth in this rule, an applicant must meet the general requirements set forth under rule 282—20.3(272).

282—22.1 (272) Coaching authorization

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) Successfully complete five planned renewal activities/courses related to athletic coaching approved in accordance with guidelines approved by the board of educational examiners. Additionally, each applicant for the renewal of a coaching authorization shall have completed one renewal activity/course relating to the knowledge and understanding of professional ethics and legal responsibilities of coaches through a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—22.2 (272) Substitute authorization.

22.2(1) Application process

c. *Renewal.* In addition to the provisions set forth in this rule, an applicant must meet the general requirements set forth under rule 282—20.3(272). The authorization may be renewed upon application and verification of successful completion of:

~~(2) Child and dependent adult abuse training. Every renewal applicant must submit documentation of completion of the child and dependent adult abuse training approved by the state abuse education review panel. A waiver of this requirement may apply under the following conditions with appropriate documentation of any of the following:~~

- ~~1. A person is engaged in active duty in the military service of this state or of the United States.~~
- ~~2. The application of this requirement would impose an undue hardship on the person for whom the waiver is requested.~~
- ~~3. A person is practicing a licensed profession outside this state.~~

4. A person is otherwise subject to circumstances that would preclude the person from satisfying the approved child and dependent adult abuse training in this state.

5. The person has previously renewed a license or another authorization issued by the board of educational examiners and, at that time, reported the completion, within the past five years, of child and dependent adult abuse training approved by the state abuse education review panel.

282—22.3 (272) School business official authorization.

22.3(7) Renewal. The authorization may be renewed upon application and verification of successful completion of:

a. Renewal activities.

(1) **In addition to the provisions set forth in this rule, an applicant must meet the general requirements set forth under rule 282—20.3(272).** ~~In addition to the child and dependent adult abuse mandatory reporter training listed below,~~

~~†~~ The applicant for renewal must complete 4 semester hours of credit or the equivalent contact hours (1 semester hour is equivalent to 15 contact hours) within the three-year licensure period.

b. ~~Child and dependent adult abuse mandatory reporter training.~~ Every renewal applicant must submit documentation of completion of the child and dependent adult abuse mandatory reporter training approved by the state abuse education review panel. A waiver of this requirement may apply under any of the following appropriately documented conditions:

(1) ~~The person is engaged in active duty in the military service of this state or of the United States.~~

(2) ~~The application of this requirement would impose an undue hardship on the person for whom the waiver is requested.~~

(3) ~~The person is practicing in a licensed profession outside this state.~~

(4) ~~The person is otherwise subject to circumstances that would preclude the person from satisfying the approved child and dependent adult abuse mandatory reporter training in this state.~~

(5) ~~The person has previously renewed a license or another authorization issued by the board of educational examiners and, at that time, reported the completion, within the past five years, of child and dependent adult abuse mandatory reporter training approved by the state abuse education review panel.~~

282—22.7 (272) School administration manager authorization.

22.7(7) Renewal.

a. The initial school administration manager authorization may be renewed once if the applicant has not previously had employment as a school administration manager but can at the time of application provide evidence of employment as a school administration manager.

b. The standard school administration manager authorization may be renewed upon application and verification of successful completion of the following:

(1) Renewal activities. The applicant for renewal must complete three semester hours of credit through authorized SAM training or online training courses approved by the board of educational examiners in collaboration with the department of education.

(2) ~~Child and dependent adult abuse mandatory reporter training.~~ Every renewal applicant must submit documentation of completion of the child and dependent adult abuse mandatory reporter training approved by the state abuse education review panel. A waiver of this requirement may apply under any of the following appropriately documented conditions:

1. ~~The person is engaged in active duty in the military service of this state or of the United States.~~

2. ~~The person has previously renewed a license or another authorization issued by the board of educational examiners and, at that time, reported the completion, within the past five years, of child and dependent adult abuse mandatory reporter training approved by the state abuse education review panel.~~ **In**

addition to the provisions set forth in this rule, an applicant must meet the general requirements set forth under rule 282—20.3(272).

282—22.7 (272) iJAG authorization

22.7(5) Renewal. An applicant for renewal of the iJAG authorization must provide verification of completion of the following:

- a. Required iJAG training as verified through an iJAG administrator.
- b. Child and dependent adult abuse training as stated in 282—subrule 20.3(4).
- c. Code of professional conduct and ethics training as stated in 282—subrule 20.3(5).

282—23.5 Behind the Wheel

282—23.5(272,321) Renewal. In addition to the provisions set forth in this rule, an applicant must meet the general requirements set forth under rule 282—20.3(272). All fees are nonrefundable. The behind-the-wheel driving instructor authorization may be renewed upon application and verification of successful completion of:

23.5(1) Providing behind-the-wheel instruction for a minimum of 12 clock hours during the previous school year; and

23.5(2) Successful participation in at least one department of transportation-sponsored or department of transportation-approved behind-the-wheel instructor refresher course; and

23.5(3) Effective September 1, 2002, the child and dependent adult abuse training approved by the state abuse education review panel. A waiver of this requirement may apply under the following conditions with appropriate documentation of any of the following:

- a. The person is engaged in active duty in the military service of this state or of the United States.
- b. The application of this requirement would impose an undue hardship on the person for whom the waiver is requested.
- c. The person is practicing a licensed profession outside this state.
- d. The person is otherwise subject to circumstances that would preclude the person from satisfying the approved child and dependent adult abuse training in this state.
- e. The person has previously renewed a license or authorization issued by the board of educational examiners and, at that time, reported the completion, within the past five years, of child and dependent adult abuse training approved by the state abuse education review panel.

282—24.6 Paraeducator Certificates

282—24.6 (272) Renewal requirements.

24.6(1) In addition to the provisions set forth in this rule, an applicant must meet the general requirements set forth under rule 282—20.3(272). The paraeducator certificate may be renewed upon application, payment of a renewal fee as established in 282—Chapter 12, and verification of successful completion of coursework totaling three units in any combination listed below.

24.6(2) All applicants renewing a paraeducator certificate must submit documentation of completion of the child and dependent adult abuse training approved by the state abuse education review panel. A waiver of this requirement may apply under the following conditions with appropriate documentation of any of the following:

- a. A person is engaged in active duty in the military service of this state or of the United States.
- b. The application of this requirement would impose an undue hardship on the person for whom the waiver is requested.
- c. A person is practicing a licensed profession outside this state.

~~d. A person is otherwise subject to circumstances that would preclude the person from satisfying the approved child and dependent adult abuse training in this state.~~

282—13.5 (272) Teacher licenses. A license may be issued to applicants who fulfill the general requirements set out in subrule 13.5(1) and the specific requirements set out for each license.

13.5(1) General requirements. The applicant shall:

g. submit documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

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.

3. 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.

282—13.8 (272) Specific requirements for a master educator's license. A master educator's license is valid for five years and may be issued to an applicant who:

1. Is the holder of or is eligible for a standard license as set out in rule 282—13.7(272), and

2. Verifies five years of successful teaching experience, and

3. Meets the renewal requirements of 282—20.3, and

3 4. Completes one of the following options:

- Master's degree from a regionally accredited college or university in a recognized endorsement area, or
- Master's degree from a regionally accredited college or university in curriculum, effective teaching, or a similar degree program which has a focus on school curriculum or instruction.

282—13.16 (272) Specific requirements for a substitute teacher's license.

13.16(1) Substitute teacher requirements. A substitute teacher's license may be issued to an individual who provides verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the teacher preparation program was completed on or after January 1, 2013, and who:

d. submits documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—16.2(272) School audiologist.

16.2(2) Requirements. The special education director (or designee) of the area education agency must submit a letter requesting that the authorization be issued. The following documents must be included:

c. documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—16.3(272) School nurse.

16.3(2) Requirements.

c. documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—16.4(272) School occupational therapist.

16.4(2) Requirements.

c. documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—16.5(272) School physical therapist.

16.5(2) Requirements.

c. documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—16.6(272) School social worker.

16.6(2) Requirements. The special education director (or designee) of the area education agency or local education agency must submit an application to request that the authorization be issued. The application must include:

c. documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—16.7(272) Special education nurse.

16.7(2) Requirements.

a. The special education director (or designee) of the area education agency must submit a letter to the board of educational examiners to request that the SPR be issued.

b. An applicant must submit the following documents:

(1) A copy of the license issued by the Iowa board of nursing.

(2) An official transcript.

(3) Verification of two years' experience in public health nursing.

(4) Completion of an approved human relations course.

(5) documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—16.8(272) Speech-language pathologist.

16.8(2) Requirements. The special education director (or designee) of the area education agency must submit a letter requesting that the authorization be issued. The following documents must be included:

c. documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—18.4 (272) General requirements for an administrator license.

18.4(2) Specific requirements for an initial administrator license for applicants who have completed a teacher preparation program. An initial administrator license valid for one year may be issued to an applicant who:

a. Is the holder of or is eligible for a standard license; and

b. Has three years of teaching experience; and

- c. Has completed a state-approved PK-12 principal and PK-12 supervisor of special education program (see subrule 18.9(1)); and
- d. Has completed an approved human relations component; and
- e. Has completed an exceptional learner component; and
- f. Has completed an evaluator approval program.
- g. Has completed a code of professional conduct and ethics training approved by the Board of Educational Examiners.

18.4(4) *Specific requirements for an initial administrator license for applicants who have completed a professional service endorsement.* An initial administrator license valid for one year may be issued to an applicant who:

- a. Is the holder of an Iowa professional service license; and
- b. Has three years of experience in an educational setting in the professional service endorsement area; and
- c. Has completed a state-approved PK-12 principal and PK-12 supervisor of special education program (see subrule 18.9(1)); and
- d. ~~Is assuming a position as a PK-12 principal and PK-12 supervisor of special education (see subrule 18.9(1)) for the first time or has one year of out-of-state or nonpublic administrative experience; and~~
- e. Has completed an approved human relations component; and
- f. Has completed an exceptional learner component; and
- g. Has completed the professional education core in 282—paragraphs 13.18(4) “a” through “j”; and
- h. Has completed an evaluator approval program; and
- i. Has completed a code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—22.1 (272) Coaching authorization.

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:
 - 5) Beginning on or after July 1, 2000, each applicant for an initial coaching authorization shall have successfully completed 1 semester credit hour or 15 contact hours in a course relating to the theory of coaching which must include at least 5 contact hours relating to the knowledge and understanding of the code of professional conduct, ethics and legal responsibilities of coaches approved by the board of educational examiners.

282—22.2 (272) Substitute authorization

22.2(1) *Application process.*

a. *Requirements.* Applicants for the substitute authorization shall meet the following requirements:

- (1) Authorization program.
 4. Ethics. This component includes fostering relationships with parents, school colleagues, and organizations in the larger community to support students’ learning and development and to be aware of the board’s rules of professional practice and competent performance. complete the code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—22.3 (272) School business official authorization.

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:

- e. code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—22.5 (272) Preliminary native language teaching authorization.

22.5(3) Requirements.

e. During the term of the authorization, the applicant must complete board-approved training in the following:

(5) Code of ethics. Develop an understanding of how to foster relationships with parents, school colleagues, and organizations in the larger community to support students' learning and development and ~~become aware of the board's rules of professional practice and code of ethics~~ to complete the code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—22.6 (272) School administration manager authorization.

22.6(4) Specific requirements for an initial school administration manager authorization. Applicants for an initial school administration manager authorization shall have completed the following requirements:

e. code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—22.7 (272) iJAG authorization.

22.7(3) Requirements.

(4) Code of ethics. Develop an understanding of how to foster relationships with parents, students, school colleagues, and organizations in the larger community to support students' learning and development and ~~become aware of the board's rules of professional practice and code of ethics~~ to complete the code of professional conduct and ethics training approved by the Board of Educational Examiners.

(Behind the wheel authorization)

282—23.1 (272,321) Requirements. Applicants for the behind-the-wheel driving instructor authorization shall meet the following requirements:

23.1(2) Approved coursework. The applicant shall successfully complete **the following:**

a. a behind-the-wheel driving instructor course approved by the department of transportation. At a minimum, classroom instruction shall include at least 12 clock hours of observed behind-the-wheel instruction and 24 clock hours of classroom instruction to include psychology of the young driver, behind-the-wheel teaching techniques, ethical teaching practices, and route selection.

b. code of professional conduct and ethics training approved by the Board of Educational Examiners.

282—24.3 (272) Prekindergarten through grade 12 paraeducator generalist certificate.

24.3(4) Applicants shall have successfully completed the following list of competencies.

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

(4) **complete a code of professional conduct and ethics training approved by the Board of Educational Examiners and** ~~Abide~~ abide by the Iowa code of ethics and professional practice rules of the board of educational examiners and rules of the Iowa department of education.

282—27.2 (272) Requirements for a professional service license.

27.2(1) Initial professional service license.

e. code of professional conduct and ethics training approved by the Board of Educational Examiners.

NOTICE MEMO

Date: February 13, 2015

To: Board Members

From: Duane T. Magee, Executive Director

RE: Amend IAC 282 Chapter 12

The following changes simplify Chapter 12 and will allow for fewer rule changes in the future if licenses or authorizations are added.

282—12.1 (272) Issuance of licenses, certificates, authorizations, and statements of professional recognition. All application and licensure fees are nonrefundable. The fee for the issuance of the following licenses, certificates, statements of professional recognition, and authorizations are set as follows **shall be \$85 unless otherwise specified below:**

1. Initial license shall be \$85.
2. Standard license shall be \$85.
3. Master educator license shall be \$85.
4. Substitute license shall be \$85.
5. Provisional occupational (career and technical) secondary license shall be \$85.
6. Occupational (career and technical) secondary license shall be \$85.
7. Administrator, counselor, or teacher exchange license shall be \$85.
8. Initial administrator license shall be \$85.
9. Professional administrator license shall be \$85.
10. Evaluator license shall be \$85.
11. Class A, B, C, D or G license shall be \$85.
12. **1.** Class E **emergency** license shall be \$150.
13. **2.** Paraeducator certificate shall be \$40.
14. Statement of professional recognition shall be \$85.
15. Coaching authorization shall be \$85.
16. Substitute authorization shall be \$85.
17. **3.** Behind-the-wheel authorization shall be \$40.
18. Teacher intern license shall be \$125.
19. Professional service license shall be \$85.

282—12.2 (272) Fees for the renewal of licenses. The fees for **the** renewal or extension of the following licenses, certificates, statements of professional recognition, and authorizations are set as follows **shall be \$85 unless otherwise specified below:**

1. The renewal of the initial license shall be \$85.
2. The renewal of the standard license shall be \$85.
3. The renewal of the master educator license shall be \$85.
4. The renewal of the substitute license shall be \$85.

5. ~~The renewal of the occupational (career and technical) secondary license shall be \$85.~~
6. ~~The renewal of the initial administrator license shall be \$85.~~
7. ~~The renewal of the professional administrator license shall be \$85.~~
8. ~~The renewal of the evaluator license shall be \$85.~~
9. ~~The renewal of the AEA administrator license shall be \$85.~~
10. **1.** The renewal of the paraeducator certificate shall be \$40.
11. ~~The renewal of a statement of professional recognition shall be \$85.~~
12. ~~The renewal of the coaching authorization shall be \$85.~~
13. ~~The renewal of the substitute authorization shall be \$85.~~
14. **2.** The renewal of the behind-the-wheel authorization shall be \$40.
15. ~~A one-year extension for renewal of a professional administrator license shall be \$25 if evaluator II has not been completed. The one-year extension will not be issued, pursuant to 282—subrule 19.7(2), on or after July 1, 2008.~~
16. **3.** A one-year extension for renewal of a coaching authorization shall be \$40.
17. **4.** A one-year extension of the Class A initial license shall be \$25. ~~The extension may be issued if the applicant needs one additional year to meet the experience requirement for the standard license, but has met Iowa teaching standards, pursuant to rule 282—20.4(272).~~
18. ~~A one-year extension of a Class A, B, C, or D or exchange license shall be \$150.~~
19. **5.** A \$25 fee for an extension of the initial administrator license may be issued instead of renewing the initial administrator license, if the applicant verifies one of the following criteria listed in 282—subrule 20.8(2).
20. ~~The renewal of the professional service license shall be \$85.~~

282—12.4(272) Adding endorsements.

12.4(1) Fee for each added endorsement. The fee for each additional endorsement to a license following the issuance of the initial license and endorsement(s) shall be \$50. **The fee for each additional endorsement added to a paraeducator certificate shall be \$25.**

282—12.5(272) Duplicate licenses, authorizations, and statements of professional recognition. The fee for the issuance of a duplicate practitioner's license, **evaluator license, certificate,** statement of professional recognition, or ~~coaching~~ authorization shall be \$15.

282—12.6(272) Late fees.

12.6(1) An additional fee of \$25 per calendar month, not to exceed \$150, shall be imposed if a ~~renewal application~~ **an application for renewal, conversion,** ~~a two-year exchange license,~~ a Class A, B, ~~C, D,~~ or E license or a statement of professional recognition (SPR) is submitted after the date of expiration of a practitioner's license. Waiver of the late fee will be granted only upon a showing of extraordinary circumstances rendering imposition of the fee unreasonable.

12.6(3) Failure to hold valid Iowa license **or authorization.** An additional fee of \$100 per calendar month, not to exceed \$500, shall be imposed if the practitioner does not hold a valid Iowa license **or authorization.** The fee will begin to be assessed on the first day of the school year for which the practitioner is employed until the practitioner submits a completed application packet for the appropriate license. The penalty will enforce Iowa Code section 272.7. Waiver of

the fee will be granted only upon a showing of extraordinary circumstances rendering imposition of the fee unreasonable.

282—12.9 (272) Retention of incomplete applications.

12.9(3) *Timeline for audited online renewals.* Upon receipt of notification that the online renewal application has been audited, the applicant shall have 45~~30~~ days to submit the official transcripts and mandatory reporter verification to the board office. If the materials are not received within that timeline, the applicant will be notified that the application process is closed. If the applicant submits information after the 45~~30~~-day deadline, the application process requires submission of a complete set of application materials and fees. If the license expires during the 45~~30~~-day deadline and the applicant is teaching, the school district will be notified that the applicant's license is expired and the individual shall not continue teaching until the complete application materials are submitted to the board office.

12.9(4) *Request for additional time.* If the applicant is not able to submit the application materials within the 45~~day~~ deadline, the applicant may contact the executive director with a request for additional time.

282—20.4(272) Specific renewal requirements for the initial license. In addition to the provisions set forth in this rule, an applicant must meet the general requirements set forth under rule 282—20.3(272). If a person meets all requirements for the standard license except for the options required in rule 282—13.7(272), paragraph "2," the initial license may be renewed upon written request. A second renewal may be granted if the holder of the initial license has not met the options required in rule 282—13.7(272), paragraph "2," and if the license holder can provide evidence of teaching employment which will be acceptable for the experience requirement. ~~Following payment of the appropriate fee (see rule 282—12.2(272), paragraph "17"), a~~ **A** Class A license may be issued instead of the renewal of the initial license for another initial license if the applicant verifies one of the following:

1. The applicant is involved in the second year of the mentoring and induction program, but the license will expire before the second year of teaching is completed.
2. The applicant has taught for two years in a nonpublic school setting and needs one additional year of teaching to convert the initial license to the standard license.

282—20.8 (272) Specific renewal requirements for the initial administrator license. In addition to the provisions set forth in this rule, an applicant must meet the general requirements set forth under rule 282—20.3(272).

20.8(2) *Extension.* ~~Following payment of the appropriate fee (see 282—subrule 12.2(19)), a~~ **A**n extension of the initial administrator license may be issued instead of the renewal of the initial administrator license, if the applicant verifies one of the following:

- a. The applicant is involved in a mentoring and induction program, but the license will expire before the first year of administrative experience is completed.
- b. The applicant has one year of administrative experience in a nonpublic school setting or in an out-of-state setting and needs one additional year of administrative experience to convert the initial license to the professional license.

NOTICE MEMO

Date: February 13, 2015

To: Board Members

From: Duane T. Magee, Executive Director

RE: Amend IAC 282 Chapter 13 (and subsequent references in 14, 18, 19, and 27)

The following changes remove significant redundant language from Ch. 13 when otherwise referenced in Department of Education chapters or within our own chapters elsewhere. The only rule change is to out-of-state applicants to submit a valid or expired administrator license (reflective of the same allowance for teachers).

~~282—13.2(272) Applicants from recognized Iowa institutions.~~ An applicant for initial licensure shall complete either the teacher, administrator, or school service personnel preparation program from a recognized Iowa institution or an alternative program recognized by the Iowa board of educational examiners. A recognized Iowa institution is one which has its program of preparation approved by the state board of education according to standards established by said board, or an alternative program recognized by the state board of educational examiners. Applicants shall complete the requirements set out in rule ~~282—13.1(272)~~ and shall also have the recommendation for the specific license and endorsement(s) or the specific endorsement(s) from the designated recommending official at the recognized education institution where the preparation was completed.

~~282—13.3 (272) Applicants from non-Iowa institutions.~~

~~13.3(1) Requirements for applicants from non-Iowa institutions.~~ An applicant for licensure who completes the teacher, administrator, or school service personnel preparation program from a non-Iowa institution shall verify the requirements of either subrule 13.18(4) or 13.18(5).

~~13.3(2) Requirements for applicants from non-Iowa traditional teacher preparation programs.~~

Provided all requirements for Iowa licensure have been met through a state approved regionally accredited teacher education program at the graduate or undergraduate level in which college or university credits were given and student teaching was required, the applicant shall:

- a.* Provide a recommendation for the specific license and endorsement(s) from the designated recommending official at the recognized institution where the preparation was completed, and
- b.* Submit a copy of a valid or expired regular teaching certificate or license exclusive of a temporary, emergency or substitute license or certificate, and
- c.* Provide verification of successfully passing the Iowa mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the teacher preparation program was completed on or after January 1, 2013. If the teacher preparation program was completed prior to January 1, 2013, the applicant must provide verification of successfully passing the mandated assessment(s) in the state in which the applicant is currently licensed or must provide verification of successfully passing the Iowa mandated assessment(s) by meeting the minimum score set by the Iowa department of education.

13.3(3) Requirements for applicants from out-of-state nontraditional teacher preparation programs.

An applicant who holds a valid license from another state and whose preparation was completed through a state-approved nontraditional teacher preparation program must:

a. Hold a baccalaureate degree with a minimum cumulative grade point average of 2.50 on a 4.0 scale from a regionally accredited institution.

b. Provide a valid or expired out-of-state teaching license based on a state-approved nontraditional teacher preparation program.

c. Provide a recommendation from a regionally accredited institution, department of education, or a state's standards board indicating the completion of an approved nontraditional teacher preparation program.

d. Provide an official institutional transcript(s) to be analyzed for the requirements necessary for full Iowa licensure based on 13.9(4)“a”(1) to (7), 13.9(4)“c”(1) to (5), 13.18(2), 282—13.28(272), and 282—14.2(272).

e. Meet the recency requirements listed in 13.10(3).

f. Provide verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the nontraditional teacher preparation program was completed on or after January 1, 2013. If the nontraditional teacher preparation program was completed prior to January 1, 2013, the applicant must provide verification from the state licensing agency/department in the state where the nontraditional teacher preparation program was completed indicating that the applicant has successfully passed that state's mandated assessment(s) or must provide verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education.

g. Complete a student teaching or internship experience or verify three years of teaching experience.

h. If through a transcript analysis the professional education core requirements set forth in 13.9(4)“a”(1) to (7), 13.9(4)“c”(1) to (5), and 13.18(2) and the content endorsement requirements pursuant to 282—13.28(272) may be identified by course titles, published course descriptions, and grades, then the transcripts will be reviewed to determine the applicant's eligibility for an Iowa teaching license. However, if the professional education core requirements of 13.9(4)“a”(1) to (7), 13.9(4)“c”(1) to (5), and 13.18(2) and the content endorsement requirements cannot be reviewed in this manner, a portfolio review and evaluation process will be utilized.

13.3(4) Portfolio review and evaluation process. An applicant whose professional education core requirements pursuant to 13.9(4)“a”(1) to (7), 13.9(4)“c”(1) to (5), and 13.18(2) or whose content endorsement requirements for special education (282—subrule 14.2(2)) could not be reviewed through transcript analysis may submit to the board a portfolio in the approved format for review and evaluation.

a. An applicant must demonstrate proficiency in seven of the nine standards in the Iowa professional education core, set forth in 13.18(4)“a” to “i,” to be eligible to receive a license.

b. An applicant must have completed at least 75 percent of the endorsement requirements through a two- or four-year institution in order for the endorsement to be included on the license. An applicant who does not have at least 75 percent of one content endorsement area as described in 282—13.28(272) completed will not be issued a license.

c. An applicant must meet with the board of educational examiners to answer any of the board's questions concerning the portfolio.

~~d. Any deficiencies in the professional education core as set forth in 13.18(4) “a” to “i” or in the special education content endorsement area that are identified during the portfolio review and evaluation process shall be met through coursework with course credits completed at a state-approved, regionally accredited institution or through courses approved by the executive director. Other content deficiencies may be met through coursework in a two- or four-year institution in which course credits are given.~~

~~**13.3(5) Definitions.**~~

~~“Nontraditional” means any method of teacher preparation that falls outside the traditional method of preparing teachers, that provides at least a one- or two- year sequenced program of instruction taught at regionally accredited and state-approved colleges or universities, that includes commonly recognized pedagogy classes being taught for course credit, and that requires a student teaching component.~~

~~“Proficiency,” for the purposes of 13.3(4) “a,” means that an applicant has passed all parts of the standard.~~

~~“Recognized non-Iowa teacher preparation institution” means an institution that is state-approved and is accredited by the regional accrediting agency for the territory in which the institution is located.~~

~~**13.3(6) Requirements for applicants whose preparation was completed through out-of-state teacher preparation programs and who have attained National Board Certification.** An applicant who holds a valid license from another state and who has attained National Board Certification must:~~

~~a. Hold a baccalaureate degree with a minimum cumulative grade point average of 2.50 on a 4.0 scale from an accredited institution.~~

~~b. Provide a valid or expired out-of-state teaching license based on a state-approved teacher preparation program.~~

~~c. Provide a recommendation from a regionally accredited institution, a state department of education, or a state’s standards board indicating the completion of a state-approved teacher preparation program.~~

~~d. Provide an official institutional transcript(s).~~

~~e. Meet the recency requirements listed in 13.10(3).~~

~~f. Provide verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the teacher preparation program was completed on or after January 1, 2013. If the teacher preparation program was completed prior to January 1, 2013, the applicant must provide verification of successfully passing the mandated assessment(s) in the state in which the applicant is currently licensed or pass the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education.~~

~~g. Provide valid, current National Board Certification. If through a transcript analysis the professional education core requirements set forth in 13.18(4) “a” to “m” and 13.18(5), the content~~

~~endorsement requirements set forth in 282—13.26(272) to 282—13.28(272) and 282—14.2(272), and the Iowa requirements are not met, the applicant may be eligible for the equivalent Iowa endorsement areas, as designated by the Iowa board of educational examiners, based on the National Board Certification.~~

~~**282—13.4(272) Applicants from foreign institutions.** An applicant for initial licensure whose preparation was completed in a foreign institution must obtain a course-by-course credential~~

evaluation report completed by one of the board-approved credential evaluation services and then file this report with the Iowa board of educational examiners for a determination of eligibility for licensure. After receiving the notification of eligibility by the Iowa board of educational examiners, the applicant must provide verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education.

282—13.2(272) reserved

282—13.3(272) reserved

282—13.4(272) reserved

282—13.5 (272) Teacher licenses. A license may be issued to applicants who fulfill the general requirements set out in subrule 13.5(1) and the specific requirements set out for each license.

13.5(1) General requirements. The applicant shall:

- a. Have a baccalaureate degree from a regionally accredited institution.
- b. Have completed a state-approved teacher education program which meets the requirements of the professional education core.
- c. Have completed an approved human relations component **the teacher preparation coursework set forth in 281-79.15(2)-(5).**
- d. Have completed the exceptional learner component **student teaching in the subject area and grade level endorsement desired.**
- e. Have completed the requirements for one of the basic teaching endorsements.
- f. Meet the recency requirement of subrule 13.10(3). **Provide a recommendation for the specific license and endorsement(s) from the designated recommending official at the recognized institution where the preparation was completed.**

13.5(2) Renewal requirements. Renewal requirements for teacher licenses are set out in

282—Chapter 20. Applicants from non-Iowa institutions. In addition to the requirements set forth in 282-13.5(1), applicants from non-Iowa institutions will be required to:

- a. Submit a copy of a valid or expired regular teaching certificate or license exclusive of a temporary, emergency or substitute license or certificate from the state in which the teacher preparation program was completed.
- b. Provide verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the teacher preparation program was completed on or after January 1, 2013. If the teacher preparation program was completed prior to January 1, 2013, the applicant must provide verification of successfully passing the mandated assessment(s) in the state in which the applicant is currently licensed (or verify highly qualified status), or must provide verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education.
- c. Provide an official institutional transcript(s) to be analyzed for the requirements necessary for Iowa licensure. An applicant must have completed at least 75 percent of the coursework as outlined in 281-79.15(2)-(5) and an endorsement requirement through a two- or four-year institution in order for the endorsement to be included on the license. An applicant who does not have at least 75 percent of at least one of the basic Iowa teaching endorsements completed will not be issued a license.

d. Recency: Provide verification of either one year of teaching experience or six semester hours of college credit during the five-year period immediately preceding the date of application.

e. If through a transcript analysis, the teacher preparation coursework as outlined in 281-79.15(2)-(5) or one of the basic teaching endorsement requirements for Iowa are not met, the applicant may be eligible for the equivalent Iowa endorsement areas, as designated by the Iowa board of educational examiners, based on current and valid National Board Certification.

f. If the program was considered non-traditional, candidates will be asked to verify the following:

- that the program was for secondary education
- a cumulative grade point average of 2.50 on a 4.0 scale from a regionally accredited institution
- the completion of a student teaching or internship experience or three years of teaching experience

g. If the teacher preparation coursework as outlined in 281-79.15(2)-(5) cannot be reviewed through a traditional transcript evaluation, a portfolio review and evaluation process may be utilized.

- An applicant must demonstrate proficiency in a minimum of at least 75 percent of the teacher preparation coursework as outlined in 281-79.15(2)-(5).
- An applicant must meet with the board of educational examiners to answer any of the board's questions concerning the portfolio.

h. The applicant is not subject to any pending disciplinary proceedings in any state or country.

i. The applicant complies with all requirements with regard to application processes and payment of licensure fees.

j. Definitions.

“Nontraditional” means any method of teacher preparation that falls outside the traditional method of preparing teachers, that provides at least a one- or two-year sequenced program of instruction taught at regionally accredited and state-approved colleges or universities, that includes commonly recognized pedagogy classes being taught for course credit, and that requires a student teaching component.

“Proficiency,” for the purposes of 13.5(2) “g,” means that an applicant has passed all parts of the standard.

“Recognized non-Iowa teacher preparation institution” means an institution that is state-approved and is accredited by the regional accrediting agency for the territory in which the institution is located.

282—13.4(272)-13.5(3) Applicants from foreign institutions. An applicant for initial licensure whose preparation was completed in a foreign institution must obtain a course-by-course credential evaluation report completed by one of the board-approved credential evaluation services and then file this report with the Iowa board of educational examiners for a determination of eligibility for licensure. After receiving the notification of eligibility by the Iowa board of educational examiners, the applicant must provide verification of successfully

passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education.

282—13.6(272) Specific requirements for an initial license. An initial license valid for two years may be issued to an applicant who meets the general requirements set forth in subrule 13.5(4).

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(4), 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.

282—13.9 (272) Teacher intern license.

13.9(1) Authorization. The teacher intern is authorized to teach in grades 7 to 12.

13.9(2) Term. The term of the teacher intern license will be one school year. This license is nonrenewable. ~~The fee for the teacher intern license is in 282—Chapter 12.~~

13.9(3) Teacher intern requirements. A teacher intern license ~~shall be issued upon application, provided that the following requirements have been met. The applicant shall:~~ may be issued to applicants who have been recommended by an institution with a state-approved intern program, and who have met the background check requirements set forth in 282-13.1.

~~a. Hold a baccalaureate degree with a minimum cumulative grade point average of 2.50 on a 4.0 scale from a regionally accredited institution or meet the admission criteria set forth in 281—subrule 77.11(2).~~

~~b. Meet the requirements of at least one of the board's secondary (5–12) teaching endorsements listed in rule 282—13.28(272).~~

~~c. Possess a minimum of three years of post-baccalaureate work experience. An authorized official at a college or university with an approved teacher intern program will evaluate this experience.~~

~~d. Successfully complete the teacher intern program requirements listed in subrule 13.9(4) and approved by the state board of education.~~

~~e. Successfully pass a basic skills test at the level approved by the teacher education institution.~~

13.9(4) Program requirements. The teacher intern shall:

a. Complete the following requirements prior to the internship year:

- (1) Learning environment/classroom management. The intern uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation.
- (2) Instructional planning. The intern plans instruction based upon knowledge of subject matter, students, the community, curriculum goals, and state curriculum models.
- (3) Instructional strategies. The intern understands and uses a variety of instructional strategies to encourage students' development of critical thinking, problem-solving, and performance skills.
- (4) Student learning. The intern understands how students learn and develop and provides learning opportunities that support intellectual, career, social, and personal development.
- (5) Diverse learners. The intern understands how students differ in their approaches to learning and creates instructional opportunities that are equitable and are adaptable to diverse learners.
- (6) Collaboration, ethics and relationships. The intern fosters relationships with parents, school colleagues, and organizations in the larger community to support students' learning and development.
- (7) Assessment. The intern understands and uses formal and informal assessment strategies to evaluate the continuous intellectual, social, and physical development of the learner.
- (8) Field experiences that provide opportunities for interaction with students in an environment that supports learning in context. These experiences shall total at least 50 contact hours in the field prior to the beginning of the academic year of the candidate's initial employment as a teacher intern.

b. Complete four semester hours of a teacher intern seminar during the teacher internship year to include support and extension of coursework from the teacher intern program.

c. Complete the coursework and competencies in the following areas:

- (1) Foundations, reflection, and professional development. The intern continually evaluates the effects of the practitioner's choices and actions on students, parents, and other professionals in the learning community and actively seeks out opportunities to grow professionally.
- (2) Communication. The intern uses knowledge of effective verbal, nonverbal, and media communication techniques, and other forms of symbolic representation, to foster active inquiry and collaboration and to support interaction in the classroom.
- (3) Exceptional learner program, which must include preparation that contributes to the education of individuals with disabilities and the gifted and talented.
- (4) Preparation in the integration of reading strategies into the content area.
- (5) Computer technology related to instruction.
- (6) An advanced study of the items set forth in 13.9(4) "a" (1) to (7) above.

13.9(5) Local school district requirements. The local school district shall:

a. Provide an offer of employment to an individual who has been evaluated by a college or university for eligibility or acceptance in the teacher intern program is eligible for the teacher intern license.

b. Participate in a mentoring and induction program.

c. Provide a district mentor for the teacher intern.

d. Provide other support and supervision, as needed, to maximize the opportunity for the teacher intern to succeed.

- ~~e. Not overload the teacher intern with extracurricular duties not directly related to the teacher intern's teaching assignment.~~
- ~~f. Provide evidence to the board from a licensed evaluator that the teacher intern is participating in a mentoring and induction program.~~
- ~~g. At the board's request, provide information including, but not limited to, the teacher intern selection and preparation program, institutional support, local school district mentor, and local school district support.~~

13.9(6)(4) *Requirements to convert the teacher intern license to the initial license.*

~~a.~~ An initial license shall be issued upon application provided that the teacher intern has met all of the following requirements **as verified by the recommendation from the state-approved program.:**

- ~~(1) Successful completion of the coursework and competencies in the teacher intern program approved by the state board of education.~~
- ~~(2) Verification from a licensed evaluator that the teacher intern served successfully for a minimum of 160 days.~~
- ~~(3) Verification from a licensed evaluator that the teacher intern is participating in a mentoring and induction program and is being assessed on the Iowa teaching standards.~~
- ~~(4) Recommendation by a college or university offering an approved teacher intern program that the individual is eligible for an initial license.~~
- ~~(5) At the board's request, the teacher intern shall provide to the board information including, but not limited to, the teacher intern selection and preparation program, institutional support, local school district mentor, and local school district support.~~

~~b. The teacher intern year will count as one of the years that is needed for the teacher intern to convert the initial license to the standard license if the conditions listed in paragraph 13.9(6) "a" have been met.~~

13.9(7)(6) *Requirements to obtain the initial license if the teacher intern does not complete the internship year.*

~~a. An initial license shall be issued upon application provided that the teacher intern has met the requirements for one of the following options:~~

~~(1) Option #1:~~

- ~~1. Successful completion of the coursework and competencies in the teacher intern program approved by the state board of education; and~~
- ~~2. Verification by a college or university that the teacher intern successfully completed the college's or university's state-approved student teaching requirements; and~~
- ~~3. Recommendation by a college or university offering an approved teacher intern program that the individual is eligible for an initial license.~~

~~(2) Option #2:~~

- ~~1. Successful completion of the coursework and competencies in the teacher intern program approved by the state board of education; and~~
- ~~2. Verification by the approved teacher intern program that the teacher intern successfully completed 40 days of paid substitute teaching; and~~
- ~~3. Verification by the teacher intern program that the teacher intern successfully completed 40 days of co-teaching; and~~
- ~~4. Recommendation by the approved teacher intern program that the individual is eligible for an initial license.~~

~~b. At the board's request, the teacher intern shall provide to the board information including, but not limited to, the teacher intern selection and preparation program, institutional support, local school district mentor, and local school district support.~~

13.9(8) Requirements to extend the teacher intern license if the teacher intern does not complete all of the education coursework during the term of the teacher intern license.

a. A one-year extension of the teacher intern license may be issued upon application provided that the teacher intern has met both of the following requirements:

(1) Successful completion of 160 days **one year** of teaching experience during the teacher internship.

(2) Verification by the recommending official at the approved teacher intern program that the teacher intern has not completed all of the coursework required for the initial license.

b. Only one year of teaching experience during the term of the teacher intern license or the extension of a teacher intern license may be used to convert the teacher intern license to a standard teaching license.

~~**13.9(9) Requirements to obtain a teacher intern license if teaching in an international school. A teacher intern candidate shall:**~~

~~a. Hold a baccalaureate degree from an accredited institution.~~

~~b. Meet the requirements of at least one of the board's secondary (5-12) teaching endorsements listed in rule 282—13.28(272).~~

~~c. Successfully complete the teacher intern program requirements listed in 13.9(4)“a”(1) to (7), 13.9(4)“b” and 13.9(4)“c”(1) to (6) through a four year college or university and approved by the state board of education.~~

~~**13.9(10) Requirements to convert the teacher intern license to the initial license if teaching in an international school. An initial license shall be issued upon application provided that the teacher intern has met all of the following requirements:**~~

~~a. Successful completion of the coursework and competencies in the teacher intern program approved by the state board of education.~~

~~b. Verification that the teacher intern served successfully for a minimum of 160 days.~~

282—13.10 (272) Specific requirements for a Class A **Extension license.** A nonrenewable Class A **extension** license valid for one year may be issued to an individual who has completed a teacher education program under any one of the following conditions:

13.10(1) Professional core requirements. The individual has not completed all of the required courses in the professional core, 13.18(4)“a” through “j.”

13.10(2) Human relations component. The individual has not completed an approved human relations component.

13.10(3) Recency. The individual meets the requirements for a valid license, but has had fewer than 160 days of teaching experience during the five year period immediately preceding the date of application or has not completed six semester hours of college credit from a recognized institution within the five year period. To obtain the desired license, the applicant must complete recent credits and, where recent credits are required, these credits shall be taken in professional education or in the applicant's endorsement area(s).

~~13.10(4) Degree not granted until next regular commencement. Rescinded IAB 9/9/09, effective 10/14/09.~~

~~13.10(5) Based on an expired Iowa certificate or license, exclusive of a Class A or Class B license.~~

~~a. The holder of an expired license, exclusive of a Class A or Class B license, shall be eligible to receive a Class A extension license upon application. This license shall be endorsed for the type of service authorized by the expired license on which it is based.~~

~~b. The holder of an expired license who is currently under contract with an Iowa educational unit (area education agency/local education agency/local school district) and who does not meet the renewal requirements for the license held shall be required to secure the signature of the superintendent or designee before the license will be issued.~~

~~13.10(6)(2) Based on a mentoring and induction program. An applicant may be eligible for a Class A extension license if the school district, after conducting a comprehensive evaluation, recommends and verifies that the applicant shall participate in the mentoring program for a third year. No further extensions are available for this type of Class A extension.~~

~~13.10(7) Based on an administrative decision. The executive director is authorized to issue a Class A license to an applicant whose services are needed to fill positions in unique need circumstances.~~

282—13.11 (272) Specific requirements for a Class B license. A Class B license, which is valid for two years and which is nonrenewable, may be issued to an individual under the following conditions:

13.11(1) Endorsement in progress. The individual has a valid initial, standard, master educator, permanent professional, Class A (one-year extension of an initial, standard, or master educator), exchange, or professional service license and one or more endorsements but is seeking to obtain some other endorsement. A Class B license may be issued if requested by an employer and if the individual seeking to obtain some other endorsement has completed at least two-thirds of the requirements, or one-half of the content requirements in a state-designated shortage area, leading to completion of all requirements for the endorsement. A Class B license may not be issued for the driver's education endorsement.

~~13.11(3) Request for exception executive director decision. A school district administrator may file a written request with the board for an exception to the minimum content requirements on the basis of documented need and benefit to the instructional program. The board will review the request and provide a written decision either approving or denying the request. If the minimum content requirements have not been met for the Class B license, a one-year executive director decision license may be issued if requested by the school district, and the school district can demonstrate that a candidate with the proper endorsement was not found after a diligent search. It may not be renewed and it will expire on June 30 of the fiscal year in which it was issued.~~

~~13.11(4) Provisional occupational license. If an individual is eligible for a provisional occupational license but has not met all of the experience requirements, a Class B license may be issued while the individual earns the necessary experience.~~

13.11(5) Expiration. This **The Class B** license will expire on June 30 of the fiscal year in which it was issued plus one year.

282—13.14 (272) Specific requirements for a Class E Emergency Extension license. A nonrenewable license valid for one year may be issued to an individual as follows:

13.14(1) *Expired license.* Based on an expired Class A, or Class B, ~~or teacher exchange~~ license, the holder of the expired license shall be eligible to receive a Class E license upon application and submission of all required materials.

13.14(2) *Application.* The application process will require transcripts of coursework completed during the term of the expired license, a program of study indicating the coursework necessary to obtain full licensure, and registration for coursework to be completed during the term of the Class E license. The Class E license will be denied if the applicant has not completed any coursework during the term of the Class A or Class B license unless extenuating circumstances are verified.

282—13.16 (272) Specific requirements for a substitute teacher's license.

13.16(1) *Substitute teacher requirements.* A substitute teacher's license may be issued to an individual who provides verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the teacher preparation program was completed on or after January 1, 2013, and who:

a. Has completed a traditional teacher preparation program and been the holder of, or presently holds, or is eligible to hold, a license in Iowa; ~~or holds or held a regular teacher's license or certificate in another state, exclusive of temporary, emergency, or substitute certificate or license; or~~

b. ~~Has successfully completed all requirements of an approved teacher education program, but did not apply for an Iowa teacher's license at the time of completion of the approved program; or~~

c. Holds a valid or expired teaching certificate based on a nontraditional teacher preparation program, is able to verify three years of teaching experience, and provides passing scores on tests mandated by the state that issued the certificate. The license issued will contain a disclaimer stating that the holder of this license may not be eligible for full Iowa teaching licensure.

13.16(2) *Validity.* A substitute license is valid for five years and for not more than 90 days of teaching in one assignment during any one school year. A school district administrator may file a written request with the board for an extension of the 90-day limit in one assignment on the basis of documented need and benefit to the instructional program. The board will review the request and provide a written decision either approving or denying the request.

13.16(3) *Authorization.* The holder of a substitute license is authorized to substitute teach in any school system in any position in which a regularly licensed teacher ~~was~~ is employed ~~to begin the school year~~ except in the driver's education classroom. In addition to the authority inherent in the initial, standard, master educator, professional administrator, ~~two-year~~ regional exchange, and permanent professional licenses and the endorsement(s) held, the holder of one of these regular licenses may substitute on the same basis as the holder of a substitute license while the regular license is in effect. The executive director may grant permission for a substitute to serve outside of their regular authority under unique circumstances.

282—13.17 (272) Specific requirements for exchange licenses. ~~An applicant seeking Iowa licensure who completes the teacher preparation program from a recognized non-Iowa institution~~

shall verify the requirements of subrules 13.18(4) and 13.18(5) through traditional course-based preparation program and transcript review. A recognized non-Iowa teacher preparation institution is one that is state approved and is accredited by the regional accrediting agency for the territory in which the institution is located. Applicants for nontraditional exchange licenses are not required to have received their preparation through regionally approved teacher education programs.

13.17(1) *One-year teacher exchange license.*

a. For an applicant applying under 13.3(5)(2), a one-year nonrenewable exchange license may be issued to the applicant under any of the following conditions:

(1) The applicant has completed a state-approved, regionally accredited teacher education program; and **The applicant has met the minimum coursework requirements for licensure, but has some coursework deficiencies. Any course deficiencies must be completed for college credit through a regionally-accredited institution, with the exception of human relations which may be taken for licensure renewal credit through an approved provider.**

(2) The applicant has the recommendation for the specific license and endorsement(s) from the designated recommending official at the recognized non-Iowa institution where the preparation was completed; and

(3) The applicant holds and submits a copy of a valid or expired certificate or license, exclusive of a temporary, emergency or substitute license or certificate;

1. Reserved.

(2) If the applicant submits verification that the applicant has applied for and will receive the applicant's first teaching license and is waiting for the processing or printing of a valid and current out-of-state license, a regional exchange license may be issued and the lack of a valid and current out-of-state license will be listed as a deficiency; and

(3) The applicant has not met the requirement for recency set forth in 282-13.5(2)d.

(4) The applicant must provide verification of successfully passing the Iowa mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the teacher preparation program was completed on or after January 1, 2013. If the teacher preparation program was completed prior to January 1, 2013, the applicant must provide verification of successfully passing the mandated assessment(s) in the state in which the applicant is currently licensed or must provide verification of successfully passing the Iowa mandated assessment(s) by meeting the minimum score set by the Iowa department of education; and

(5) Each exchange license shall be limited to the area(s) and level(s) of instruction as determined by an analysis of the application, the transcripts and the license or certificate held in the state in which the basic preparation for licensure was completed or of the application and the credential evaluation report.

The applicant must have completed at least 75 percent of the endorsement requirements through a two or four year institution in order for the endorsement to be included on the exchange license; and

(6) The applicant is not subject to any pending disciplinary proceedings in any state or country; and

~~(7) The applicant complies with all requirements with regard to application processes and payment of licensure fees.~~

~~**13.17(2) Two-year nontraditional exchange license.** For an applicant applying under 13.3(3) and 13.3(4), a two-year nontraditional teacher exchange license may be issued to the applicant from state-approved preparation programs, under the following conditions:~~

~~a. The applicant has met the requirements of 13.3(4) "a" and "b."~~

~~b. The applicant has met the requirements of 13.17(1) "a" (3) through (7).~~

~~c. To convert the two-year nontraditional exchange license, the applicant must meet all deficiencies as well as meet the Iowa teaching standards as determined by a comprehensive evaluation by a licensed evaluator, and the applicant shall have two years of successful teaching experience in~~

~~Iowa. The evaluator may recommend extending the license for a third year to meet Iowa teaching standards.~~

~~d. The license may be extended to meet the requirements for two years of successful teaching in Iowa with proof of employment.~~

13.17(3) International teacher exchange license.

a. A nonrenewable international exchange license may be issued to an applicant under the following conditions:

(1) The applicant has completed a teacher education program in another country; and

(2) The applicant is not subject to any pending disciplinary proceedings in any state or country; and

~~(3) The applicant complies with all requirements with regard to application processes and payment of licensure fees; and~~

~~(4) The applicant is a participant in a teacher exchange program administered through the Iowa department of education, the U.S. Department of Education, or the U.S. Department of State.~~

b. Each exchange license shall be limited to the area(s) and level(s) of instruction as determined by an analysis of the application and the credential evaluation report.

c. This license shall not exceed three years **one year unless the applicant can verify continued participation in the exchange program past one year.**

(YELLOW HAS BEEN NOTICED)

13.17(4) Military exchange license.

~~a.~~ **b.** Spouses of active duty military **service** applying under 13.3**5** (2). A three-year nonrenewable military exchange license may be issued to the applicant under the following conditions:

(1) The applicant has completed a traditional teacher preparation program at a regionally accredited and state-approved two- or four-year college.

(2) The applicant is the holder of a valid and current or an expired teaching license from another state.

(3) The applicant provides verification of the applicant's connection to or the applicant's spouse's connection to the military by providing a copy of current military orders with either a marriage license or a copy of a military ID card for the applicant's spouse.

(4) This license may be converted to a one-year regional exchange license upon application and payment of fees.

~~b.c.~~ **b.c.** *Recent Veterans (retired or discharged within the past five years as of the date of application) or their spouses applying under 13.3(2).* A five ~~three~~ **three**-year teaching **military exchange** license ~~or a one-year exchange license~~ may be issued to an applicant who meets the requirements of 13.17(4) "~~a~~"(1) and (2). A veteran must provide a copy of the veteran's DD 214. A spouse must provide a copy of the veteran spouse's DD 214 and the couple's marriage license.

~~e.d.~~ *Spouses of active duty military **service**, ~~recent~~ veterans, or ~~recent~~ veterans' spouses applying under*

13.3(3). If the applicant has completed a nontraditional teacher preparation program but is not eligible for a teaching license, the applicant will be issued a substitute license, and the initial review for the portfolio review process will be completed by board staff. An applicant must provide verification of connection to the military outlined in 13.17(4) "~~a~~"(3) or 13.17(4) "~~b~~."

e. Military education, training, and service credit. An applicant for the military exchange license may apply for credit for verified military education, training, or service toward any experience or educational requirement for licensure by submitting documentation to the board of educational examiners. The applicant shall identify the experience or licensure requirement to which the credit would be applied if granted. The board of educational examiners shall promptly determine whether the verified military education, training, or service will satisfy all or any part of the identified experience or educational licensure requirement.

~~a.f.~~ **f.** *Fees.* Fees for the background check, evaluation and license issued pursuant to 13.17(4) will be limited to the fee outlined in rule 282—12.1(272); **for the issuance of a license,** paragraph "2."

282—13.18(272) reserved

~~General requirements for an original teaching subject area endorsement.~~ Following are the general requirements for the issuance of a license with an endorsement.

~~13.18(1) Baccalaureate degree from a regionally accredited institution.~~

~~13.18(2) Completion of an approved human relations component.~~

~~13.18(3) Completion of the exceptional learner program, which must include preparation that contributes to the education of individuals with disabilities and the gifted and talented.~~

~~13.18(4) Professional education core. Completed coursework or evidence of competency in:~~

~~a. Student learning. The practitioner understands how students learn and develop, and provides learning opportunities that support intellectual, career, social and personal development.~~

~~b. Diverse learners. The practitioner understands how students differ in their approaches to learning and creates instructional opportunities that are equitable and are adaptable to diverse learners.~~

~~c. Instructional planning. The practitioner plans instruction based upon knowledge of subject matter, students, the community, curriculum goals, and state curriculum models.~~

~~d. Instructional strategies. The practitioner understands and uses a variety of instructional strategies to encourage students' development of critical thinking, problem solving, and performance skills.~~

- e.* Learning environment/classroom management. The practitioner uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation.
- f.* Communication. The practitioner uses knowledge of effective verbal, nonverbal, and media communication techniques, and other forms of symbolic representation, to foster active inquiry, collaboration, and support interaction in the classroom.
- g.* Assessment. The practitioner understands and uses formal and informal assessment strategies to evaluate the continuous intellectual, social, and physical development of the learner.
- h.* Foundations, reflection and professional development. The practitioner continually evaluates the effects of the practitioner's choices and actions on students, parents, and other professionals in the learning community, and actively seeks out opportunities to grow professionally.
- i.* Collaboration, ethics and relationships. The practitioner fosters relationships with parents, school colleagues, and organizations in the larger community to support students' learning and development.
- j.* Computer technology related to instruction.
- k.* Completion of pre-student teaching field-based experiences.
- l.* Methods of teaching with an emphasis on the subject and grade level endorsement desired.
- m.* Student teaching in the subject area and grade level endorsement desired.
- n.* Preparation in reading programs, including reading recovery, and integration of reading strategies into content area methods coursework.

13.18(5) Content/subject matter specialization. The practitioner understands the central concepts, tools of inquiry, and structure of the discipline(s) the practitioner teaches and creates learning experiences that make these aspects of subject matter meaningful for students. This is evidenced by completion of a 30-semester-hour teaching major which must minimally include the requirements for at least one of the basic endorsement areas, special education teaching endorsements, or secondary level occupational endorsements.

282—13.21 (272) reserved

Human relations requirements for practitioner licensure. Preparation in human relations shall be included in programs leading to teacher licensure. Human relations study shall include interpersonal and intergroup relations and shall contribute to the development of sensitivity to and understanding of the values, beliefs, lifestyles and attitudes of individuals and the diverse groups found in a pluralistic society.

13.21(1) Beginning on or after August 31, 1980, each applicant for an initial practitioner's license shall have completed the human relations requirement.

13.21(2) On or after August 31, 1980, each applicant for the renewal of a practitioner's license shall have completed an approved human relations requirement.

13.21(3) Credit for the human relations requirement shall be given for licensed persons who can give evidence that they have completed a human relations program which meets board of educational examiners criteria (see rule 282—13.22(272)).

282—13.22(272) reserved

Development of human relations components.

~~Human relations components shall be developed by teacher preparation institutions. In-service human relations components may also be developed by educational agencies other than teacher preparation institutions, as approved by the board of educational examiners.~~

~~**13.22(1) Advisory committee.** Educational agencies developing human relations components shall give evidence that in the development of their programs they were assisted by an advisory committee.~~

~~The advisory committee shall consist of equal representation of various minority and majority groups.~~

~~**13.22(2) Standards for approved components.** Human relations components will be approved by the board of educational examiners upon submission of evidence that the components are designed to develop the ability of participants to:~~

- ~~a. Be aware of and understand the values, lifestyles, history, and contributions of various identifiable subgroups in our society.~~
- ~~b. Recognize and deal with dehumanizing biases such as sexism, racism, prejudice, and discrimination and become aware of the impact that such biases have on interpersonal relations.~~
- ~~c. Translate knowledge of human relations into attitudes, skills, and techniques which will result in favorable learning experiences for students.~~
- ~~d. Recognize the ways in which dehumanizing biases may be reflected in instructional materials.~~
- ~~e. Respect human diversity and the rights of each individual.~~
- ~~f. Relate effectively to other individuals and various subgroups other than one's own.~~

~~**13.22(3) Evaluation.** Educational agencies providing the human relations components shall indicate the means to be utilized for evaluation.~~

282—13.26 (272) Requirements for elementary endorsements.

13.26(1) Teacher—prekindergarten-kindergarten.

a. Authorization. The holder of this endorsement is authorized to teach at the prekindergarten/ kindergarten level.

b. Program requirements.

- ~~(1) Degree—baccalaureate, and~~
- ~~(2) Completion of an approved human relations program, and~~
- ~~(3) Completion of the professional education core. See subrule 13.18(3).~~

e. Content.

~~(1) Human growth and development: infancy and early childhood, unless completed as part of the professional education core. See subrule 13.18(4).~~

13.26(2) Teacher—prekindergarten through grade three.

a. Authorization. The holder of this endorsement is authorized to teach children from birth through grade three.

b. Program requirements.

- ~~(1) Degree—baccalaureate.~~
- ~~(2) Completion of an approved human relations program.~~
- ~~(3) Completion of the professional education core. See subrules 13.18(3) and 13.18(4).~~
- ~~(4) Highly qualified teacher (HQT) status. Applicants from non-Iowa institutions who have completed the requirements for this endorsement must verify their HQT status. The board shall~~

determine the test and the minimum passing score for HQT status. Verification must be provided through one of the following:

1. Written verification from the department of education in the state in which the applicant completed the elementary teacher preparation program that the applicant has achieved HQT status in that state; or
2. Written verification from the department of education in the state where the applicant is currently teaching that the applicant has achieved HQT status in that state; or
3. Submission of the official test score report indicating the applicant has met the qualifying score for licensure in the state in which the applicant completed the elementary teacher preparation program; or
4. Obtaining the qualifying score set by the Iowa board of educational examiners if the applicant has not been teaching within the last five years and completion of a teacher preparation program prior to enactment of the federal highly qualified teacher legislation (June 2006). This option may also be utilized by applicants from outside the United States.
5. For applicants who have completed the requirements for one of the Iowa elementary endorsements, verification of HQT status by meeting the minimum score set by the Iowa board of educational examiners if the applicant has not been teaching within the last five years and completion of a teacher preparation program prior to enactment of the federal highly qualified teacher legislation (June 2006). This option may also be utilized by applicants who have been teaching outside the United States.

e. Content.

(1) Child growth and development with emphasis on cognitive, language, physical, social, and emotional development, both typical and atypical, for infants and toddlers, preprimary, and primary school children (grades one through three), unless combined as part of the professional education core. See subrule 13.18(4) of the licensure rules for the professional core.

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

a. Authorization. The holder of this endorsement is authorized to teach children from birth through grade three.

b. Program requirements.

- (1) Degree—baccalaureate, and
- (2) Completion of an approved human relations program, and
- (3) Completion of the professional education core. See subrules 13.18(3) and 13.18(4).
- (4) Highly qualified teacher (HQT) status. Applicants from non-Iowa institutions who have completed the requirements for this endorsement must verify their HQT status. The board shall determine the test and the minimum passing score for HQT status. Verification must be provided through one of the following:
 1. Written verification from the department of education in the state in which the applicant completed the elementary teacher preparation program that the applicant has achieved HQT status in that state; or
 2. Written verification from the department of education in the state where the applicant is currently teaching that the applicant has achieved HQT status in that state; or
 3. Submission of the official test score report indicating the applicant has met the qualifying score for licensure in the state in which the applicant completed the elementary teacher preparation program; or

4. Obtaining the qualifying score set by the Iowa board of educational examiners if the applicant has not been teaching within the last five years and completion of a teacher preparation program prior to enactment of the federal highly qualified teacher legislation (June 2006). This option may also be utilized by applicants from outside the United States.

5. For applicants who have completed the requirements for one of the Iowa elementary endorsements, verification of HQT status by meeting the minimum score set by the Iowa board of educational examiners if the applicant has not been teaching within the last five years and completion of a teacher preparation program prior to enactment of the federal highly qualified teacher legislation (June 2006). This option may also be utilized by applicants who have been teaching outside the United States.

e. Content.

13.26(4) Teacher—elementary classroom. These requirements will sunset on August 31, 2015.

a. Authorization. The holder of this endorsement is authorized to teach in kindergarten and grades one through six.

b. Program requirements.

(1) Degree—baccalaureate, and

(2) Completion of an approved human relations component, and

(3) Completion of the professional education core. See subrules 13.18(3) and 13.18(4).

(4) Highly qualified teacher (HQT) status. Applicants from non-Iowa institutions who have completed the requirements for this endorsement must verify their HQT status. The board shall determine the test and the minimum passing score for HQT status. Verification must be provided through one of the following:

1. Written verification from the department of education in the state in which the applicant completed the elementary teacher preparation program that the applicant has achieved HQT status in that state; or

2. Written verification from the department of education in the state where the applicant is currently teaching that the applicant has achieved HQT status in that state; or

3. Submission of the official test score report indicating the applicant has met the qualifying score for licensure in the state in which the applicant completed the elementary teacher preparation program; or

4. Obtaining the qualifying score set by the Iowa board of educational examiners if the applicant has not been teaching within the last five years and completion of a teacher preparation program prior to enactment of the federal highly qualified teacher legislation (June 2006). This option may also be utilized by applicants from outside the United States.

5. For applicants who have completed the requirements for one of the Iowa elementary endorsements, verification of HQT status by meeting the minimum score set by the Iowa board of educational examiners if the applicant has not been teaching within the last five years and completion of a teacher preparation program prior to enactment of the federal highly qualified teacher legislation (June 2006). This option may also be utilized by applicants who have been teaching outside the United States.

e. Content.

(1) Child growth and development with emphasis on the emotional, physical and mental characteristics of elementary age children, unless completed as part of the professional education core. See subrule 13.18(4).

13.26(5) Teacher—elementary classroom. Effective September 1, 2015, the following requirements apply to persons who wish to teach in the elementary classroom:

a. Authorization. The holder of this endorsement is authorized to teach in kindergarten and grades one through six.

b. Program requirements.

(1) Degree—baccalaureate, and

(2) Completion of an approved human relations component, and

(3) Completion of the professional education core. See subrules 13.18(3) and 13.18(4).

(4) Highly qualified teacher (HQT) status. Applicants from non-Iowa institutions who have completed the requirements for this endorsement must verify their HQT status. The board shall determine the test and the minimum passing score for HQT status. Verification must be provided through one of the following:

1. Written verification from the department of education in the state in which the applicant completed the elementary teacher preparation program that the applicant has achieved HQT status in that state; or

2. Written verification from the department of education in the state where the applicant is currently teaching that the applicant has achieved HQT status in that state; or

3. Submission of the official test score report indicating the applicant has met the qualifying score for licensure in the state in which the applicant completed the elementary teacher preparation program; or

4. Verification that the applicant has obtained the qualifying score set by the Iowa board of educational examiners if the applicant has not been teaching within the last five years and completion of a teacher preparation program prior to enactment in June 2006 of the federal highly qualified teacher provisions of the Individuals with Disabilities Education Act (IDEA). This option may also be utilized by applicants from outside the United States.

5. For applicants who have completed the requirements for one of the Iowa elementary endorsements, verification of HQT status by meeting the minimum score set by the Iowa board of educational examiners if the applicant has not been teaching within the last five years and completion of a teacher preparation program prior to enactment in June 2006 of the federal highly qualified teacher provisions of IDEA. This option may also be utilized by applicants who have been teaching outside the United States.

e. Content.

(1) Child growth and development with emphasis on the emotional, physical and mental characteristics of elementary age children, unless completed as part of the professional education core.

See subrule 13.18(4).

282—13.27 (272) Requirements for middle school endorsements.

13.27(1) Authorization. The holder of this endorsement is authorized to teach in the two concentration areas in which the specific requirements have been completed as well as in other

subject areas in grades five through eight which are not the core content areas. The holder is not authorized to teach art, industrial arts, music, reading, physical education, **talented and gifted**, **English as a second language**, and special education.

13.27(2) Program requirements.

a. Be the holder of a currently valid Iowa teacher's license with either the general elementary endorsement or one of the subject matter secondary level endorsements set out in rule 282—13.28(272) ~~or 282—subrules 17.1(1) and 17.1(3).~~

b. A minimum of 9 semester hours of required coursework in the following:

(1) Coursework in the growth and development of the middle school age child, specifically addressing the social, emotional, physical and cognitive characteristics and needs of middle school age children in addition to related studies completed as part of the professional education core ~~in subrule 13.18(4).~~

(2) Coursework in middle school design, curriculum, instruction, and assessment including, but not limited to, interdisciplinary instruction, teaming, and differentiated instruction in addition to related studies completed as part of the professional education core ~~in subrule 13.18(4).~~

13.28(3) Business—all. 5-12. Completion of 30 semester hours in business to include 6 semester hours in accounting, 3 semester hours in business law to include contract law, 3 semester hours in computer and technical applications in business, 6 semester hours in marketing to include consumer studies, 3 semester hours in management, 6 semester hours in economics, and 3 semester hours in business communications to include formatting, language usage, and oral presentation. Coursework in entrepreneurship and in financial literacy may be a part of, or in addition to, the coursework listed above. ~~Individuals who were licensed in Iowa prior to October 1, 1988, and were allowed to teach marketing without completing the endorsement requirements must complete the endorsement requirements by July 1, 2010, in order to teach or continue to teach marketing. A waiver provision is available through the board of educational examiners for individuals who have been successfully teaching marketing.~~

13.28(20) English as a second language (ESL). K-12.

a. *Authorization.* The holder of this endorsement is authorized to teach English as a second language in kindergarten and grades one through twelve.

b. *Program requirements:*

(1) Degree—baccalaureate, and

(2) Completion of an approved human relations program, and

(3) Completion of the professional education core. See subrules 13.18(3) and 13.18(4).

e. *Content.* Completion of 18 semester hours of coursework in English as a second language to include the following:

d. *Other.* ~~Individuals who were licensed in Iowa prior to October 1, 1988, and were allowed to teach English as a second language without completing the endorsement requirements must complete the endorsement requirements by July 1, 2012, in order to teach or continue to teach English as a second language. A waiver provision is available through the board of educational examiners for individuals who have been successfully teaching English as a second language.~~

13.28(21) Elementary school teacher librarian.

a. *Authorization.* The holder of this endorsement is authorized to serve as a teacher librarian in **grades pre**kindergarten ~~and grades one~~ through eight.

b. Program requirements.

- (1) Degree—baccalaureate.
- (2) Completion of an approved human relations program.
- (3) Completion of the professional education core. See subrules 13.18(3) and 13.18(4).

c. Content—prior to September 1, 2012. The following requirements apply for endorsements issued prior to September 1, 2012. Completion of 24 semester hours in school library coursework to include the following:

- (1) Knowledge of materials and literature in all formats for elementary children.
- (2) Selection, utilization and evaluation of library resources and equipment.
- (3) Design and production of instructional materials.
- (4) Acquisition, cataloging and classification of library materials.
- (5) Information literacy, reference services and networking.
- (6) Planning, evaluation and administration of school library programs.
- (7) Practicum in an elementary school media center/library.

d. Content—effective on and after September 1, 2012. The following requirements apply for endorsements issued on and after September 1, 2012. Completion of 24 semester hours in school library coursework to include the following:

13.28(22) Secondary school teacher librarian.

a. Authorization. The holder of this endorsement is authorized to serve as a teacher librarian in grades five through twelve.

b. Program requirements.

- (1) Degree—baccalaureate.
- (2) Completion of an approved human relations program.
- (3) Completion of the professional education core. See subrules 13.18(3) and 13.18(4).

c. Content—prior to September 1, 2012. The following requirements apply for endorsements issued prior to September 1, 2012. Completion of 24 semester hours in school library coursework to include the following:

- (1) Knowledge of materials and literature in all formats for adolescents.
- (2) Selection, utilization and evaluation of library resources and equipment.
- (3) Design and production of instructional materials.
- (4) Acquisition, cataloging and classification of library materials.
- (5) Information literacy, reference services and networking.
- (6) Planning, evaluation and administration of school library programs.
- (7) Practicum in a secondary school media center/library.

d. Content—effective on and after September 1, 2012. The following requirements apply for endorsements issued on and after September 1, 2012. Completion of 24 semester hours in school library coursework to include the following:

13.28(23) School teacher librarian. PK-12.

a. Authorization. The holder of this endorsement is authorized to serve as a teacher librarian in prekindergarten through grade twelve. The applicant must be the holder of or eligible for the initial license.

b. Program requirements. Degree—master's.

~~*c. Content—prior to September 1, 2012.*~~ The following requirements apply for endorsements issued prior to September 1, 2012. Completion of a sequence of courses and experiences which may have been part of, or in addition to, the degree requirements. This sequence is to be at least 30 semester hours in school library coursework, to include the following:

- ~~(1) Planning, evaluation and administration of school library programs.~~
- ~~(2) Curriculum development and teaching and learning strategies.~~
- ~~(3) Instructional development and communication theory.~~
- ~~(4) Selection, evaluation and utilization of library resources and equipment.~~
- ~~(5) Acquisition, cataloging and classification of library materials.~~
- ~~(6) Design and production of instructional materials.~~
- ~~(7) Methods for instruction and integration of information literacy skills into the school curriculum.~~
- ~~(8) Information literacy, reference services and networking.~~
- ~~(9) Knowledge of materials and literature in all formats for elementary children and adolescents.~~
- ~~(10) Reading, listening and viewing guidance.~~
- ~~(11) Utilization and application of computer technology.~~
- ~~(12) Practicum at both the elementary and secondary levels.~~
- ~~(13) Research in library and information science.~~

~~*d. Content—effective on and after September 1, 2012.*~~ The following requirements apply for endorsements issued on and after September 1, 2012. Completion of a sequence of courses and experiences which may have been part of, or in addition to, the degree requirements. This sequence is to be at least 30 semester hours in school library coursework, to include the following:

13.28(24) Talented and gifted teacher.

~~*e. Other.*~~ Individuals who were licensed in Iowa prior to August 31, 1995, and were allowed to teach talented and gifted classes without completing the endorsement requirements must complete the endorsement requirements by July 1, 2012, in order to teach or continue to teach talented and gifted classes. A waiver provision is provided through the board of educational examiners for individuals who have been successfully teaching students who are talented and gifted.

13.28(25) American Sign Language endorsement.

a. Authorization. The holder of this endorsement is authorized to teach American Sign Language in kindergarten and grades one through twelve.

b. Program requirements.

- ~~(1) Degree—baccalaureate.~~
- ~~(2) Completion of an approved human relations program.~~
- ~~(3) Completion of the professional education core.~~

e. Content. Completion of 18 semester hours of coursework in American Sign Language to include the following:

~~*d. c.*~~ *Other.* Be the holder of or be eligible for one other teaching endorsement listed in rules 282—13.26(272) and 282—13.27(272) and this rule.

13.28(28) School nurse endorsement. The school nurse endorsement does not authorize general classroom teaching, although it does authorize the holder to teach health at all grade levels. Alternatively, a nurse may obtain a statement of professional recognition (SPR) from the board of educational examiners, in accordance with the provisions set out in 282—Chapter 16, Statements of Professional Recognition (SPR).

a. Authorization. The holder of this endorsement is authorized to provide service as a school nurse at the prekindergarten and kindergarten levels and in grades one through twelve.

b. Program requirements.

~~(1) Degree—baccalaureate, and~~

~~(2) Completion of an approved human relations program, and~~

~~(3) Completion of the professional education core. See subrules 13.18(3) and 13.18(4).~~

e. Content.

~~c.~~ **c.** *Other.* Hold a license as a registered nurse issued by the Iowa board of nursing.

282—13.29 (272) Adding, removing or reinstating a teaching endorsement.

13.29(1) Adding an endorsement. After the issuance of a teaching license, an individual may add other endorsements to that license upon proper application, provided current requirements for that endorsement have been met. An updated license with expiration date unchanged from the original or renewed license will be prepared.

a. Options. To add an endorsement, the applicant must follow one of these options:

~~(3) Option 3. Receive verification from a state approved and regionally accredited institution that the Iowa minimum requirements for the endorsement have been met.~~

~~(4) Option 4.~~ Apply for a review of the transcripts by the board of educational examiners' staff to determine if all Iowa requirements have been met. The applicant must submit documentation that all of the Iowa requirements have been met by filing transcripts and supporting documentation for review.

b. Additional requirements for adding an endorsement.

(1) In addition to meeting the requirements **for Iowa licensure** listed in rules 282—13.18(272) and ~~282—13.28(272)~~, applicants for endorsements shall have completed a methods class appropriate for teaching the general subject area of the endorsement added.

282—14.2 (272) Specific requirements.

14.2(2) Instructional strategist I: mild and moderate.

b. Option 2—K-8 mild and moderate.

(1) Child growth and development with emphasis on the emotional, physical, and mental characteristics of elementary age children, unless completed as part of the professional education core. ~~See rule 282—13.18(272).~~

d. Option 2—5-12 mild and moderate.

(1) Adolescent growth and development with emphasis on the emotional, physical, and mental characteristics of adolescent age children, unless completed as part of the professional education core. ~~See rule 282—13.18(272).~~

(5) Secondary methods unless completed as part of the professional education core. ~~See 282—paragraph 13.18(4)“l.”~~

14.2(8) Deaf or hard of hearing endorsement.

b. Option 2.

(1) Child growth and development with emphasis on the emotional, physical, and mental characteristics of elementary age children unless completed as part of the professional education core. ~~See 282—Chapter 13.~~

(6) Adolescent growth and development with emphasis on the emotional, physical, and mental characteristics of adolescent age children unless completed as part of the professional education core. ~~See rule 282—13.18(272).~~

(8) Secondary methods unless completed as part of the professional education core. ~~See 282—paragraph 13.18(4)“l.”~~

14.2(9) Visually disabled endorsement.

b. Option 2.

(1) Child growth and development with emphasis on the emotional, physical, and mental characteristics of elementary age children unless completed as part of the professional education core. ~~See 282—Chapter 13.~~

(6) Adolescent growth and development with emphasis on the emotional, physical, and mental characteristics of adolescent age children unless completed as part of the professional education core.

~~See 282—subrule 13.18(4).~~

(8) Secondary methods unless completed as part of the professional education core. ~~See 282—paragraph 13.18(4)“l.”~~

~~**282—18.2(272) Applicants from recognized Iowa institutions.** An applicant for initial licensure shall complete the administrator preparation program from a recognized Iowa institution or an alternative program recognized by the Iowa board of educational examiners. A recognized Iowa institution is one which has its program of preparation approved by the state board of education according to standards established by said board, or an alternative program recognized by the state board of educational examiners. Applicants shall complete the requirements set out in rule 282—18.1(272) and shall also have the recommendation for the specific license and endorsement(s) or the specific endorsement(s) from the designated recommending official at the recognized education institution where the preparation was completed.~~

282—18.2(272) reserved.

282—18.4 (272) General requirements for an administrator license.

18.4(1) Eligibility for applicants who have completed a teacher preparation program.

Applicants for the administrator license must first comply with the requirements for all Iowa practitioners set out in

282—Chapter 13. Additionally, ~~the requirements of rules 282—13.2(272) and 282—13.3(272) and the license-specific requirements set forth under each license must be met before an applicant is eligible for an administrator license.~~

18.4(2) *Specific requirements for an initial administrator license for applicants who have completed a teacher preparation program.* An initial administrator license valid for one year may be issued to an applicant who:

- ~~a. Is the holder of or is eligible for a standard license; and~~
- ~~b. Has three years of teaching experience; and~~
- ~~c. Has completed a state-approved PK-12 principal and PK-12 supervisor of special education program (see subrule 18.9(1)); and~~
- ~~d. Has completed an approved human relations component; and~~
- ~~e. Has completed an exceptional learner component; and~~
- ~~f. **b. Has completed an evaluator approval program; and**~~
- ~~**c. Provides a recommendation for the specific license and endorsement(s) from the designated recommending official at the recognized institution where the preparation was completed; and**~~
- ~~**d. Has met the experience requirement set forth for the desired administrator endorsement; and**~~
- ~~**e. Is not subject to any pending disciplinary proceedings in any state; and**~~
- ~~**f. Complies with all requirements with regard to application processes and payment of licensure fees.**~~

18.4(4) *Specific requirements for an initial administrator license for applicants who have completed a professional service endorsement.* An initial administrator license valid for one year may be issued to an applicant who:

- ~~a. Is the holder of an Iowa professional service license; and~~
- ~~b. Has three years of experience in an educational setting in the professional service endorsement area; and~~
- ~~c. Has completed a state-approved PK-12 principal and PK-12 supervisor of special education program (see subrule 18.9(1)); and~~
- ~~d. Is assuming a position as a PK-12 principal and PK-12 supervisor of special education (see subrule 18.9(1)) for the first time or has one year of out-of-state or nonpublic administrative experience; and~~
- ~~e. Has completed the required coursework in an approved human relations, **cultural competency,**~~
~~component; and~~
- ~~f. Has completed an exceptional **diverse** learners, component; and reading instruction set forth in **281-17.15(2)-(3), and**~~
- ~~**g. Has completed the professional education core in 282—paragraphs 13.18(4)“a” through “j 281-17.15(5)“b” through “k”;** and~~
- ~~**h. g. Has completed an evaluator approval program.**~~

282—18.6 (272) Specific requirements for an administrator prepared out of state.

An applicant seeking Iowa licensure who completes an administrator preparation program from a recognized non-Iowa institution shall verify the requirements of rules 282—18.1(272) and 282—18.4(272) through traditional course-based preparation program and transcript review. A

recognized non-Iowa administrator preparation institution is one that is state-approved and is accredited by the regional accrediting agency for the territory in which the institution is located.

Applicants must hold and submit a copy of a valid or expired regular administrator certificate or license in the state in which the preparation was completed, exclusive of a temporary, emergency or substitute license or certificate.

18.6(1) Specific requirements. Administrator exchange license. A one-year nonrenewable administrator exchange license may be issued to an individual who completes the requirements in paragraphs 18.4(2) "a" through "f" and satisfies the following:

- a. Has completed a state approved, regionally accredited administrator preparation program in a college or university approved by the state board of education or the state licensing agency in the individual's preparation state; and
- b. Has the recommendation for the specific license and endorsement(s) from the designated recommending official at the recognized non-Iowa institution where the preparation was completed; and
- c. Holds and submits a copy of a valid regular administrator certificate or license in the state in which the preparation was completed, exclusive of a temporary, emergency or substitute license or certificate; and
- d. Meets the experience requirements for the administrator endorsement(s). Verified successful completion of three years of full-time teaching experience in other states, on a valid license, shall be considered equivalent experience necessary for the principal endorsement. Verified successful completion of six years of full-time teaching and administrative experience in other states, on a valid license, shall be considered equivalent experience for the superintendent endorsement provided that at least three years were as a teacher and at least three years were as a building principal or other PK-12 districtwide administrator; and
- e. Is not subject to any pending disciplinary proceedings in any state; and
- f. Complies with all requirements with regard to application processes and payment of licensure fees

has not met any of the following requirements:

- a. *Professional core requirements.* The individual has not completed all of the required courses in the professional core 281-17.15(2)-(3), and 281-17.15(5) "b" through "k".
- b. *Endorsement requirements.* The applicant has not completed at least 75% of the coursework complete for the PK-12 principal and PK-12 supervisor of special education endorsement, and any additional administrator endorsements desired.
- c. *Regular administrator certificate or license in the state in which the preparation was completed.* The individual is eligible for and has applied for a regular administrator certificate or license in the state in which the preparation was completed but has not yet received the certificate or license.
- d. *Based on evaluator requirement.* The applicant has not completed the approved evaluator training requirement.

18.6(2) Conversion. Each applicant receiving the one-year regional exchange license must complete any identified licensure deficiencies in order to be eligible for an initial administrator license or a professional administrator license in Iowa. Any course deficiencies must be completed for college credit through a regionally-accredited institution, with the exception of human relations which may be taken for licensure renewal credit through an approved provider.

282—18.7 (272) Specific requirements for a Class A Extension license.

~~18.7(1) A nonrenewable Class A administrator exchange license valid for one year may be issued to an applicant who has completed an administrator preparation program under any one of the following conditions:~~

- ~~a. *Professional core requirements.* The individual has not completed all of the required courses in the professional core, 282—paragraphs 13.18(4)“a” through “j.”~~
- ~~b. *Human relations component.* The individual has not completed an approved human relations component.~~
- ~~c. *Regular administrator certificate or license in the state in which the preparation was completed.* The individual has applied for a regular administrator certificate or license in the state in which the preparation was completed but has not yet received the certificate or license.~~
- ~~d. *Based on evaluator requirement.* The applicant has not completed the approved evaluator training requirement.~~

18.7(2) A nonrenewable Class A extension license valid for one year may be issued to an applicant based on an expired Iowa professional administrator license.

~~a. The holder of an expired professional administrator license shall be eligible to receive a Class A license upon application. This license shall be endorsed for the type of service authorized by the expired license on which it is based.~~

~~b. **Renewal.** The holder of an expired professional administrator license who is currently under contract with an Iowa educational unit (area education agency/local education agency/local school district) and who does not meet the renewal requirements for the administrator license held shall be required to secure the signature of the superintendent or designee before the license will be issued. If the superintendent does not meet the renewal requirements, the superintendent shall be required to secure the signature of the school board president before the license will be issued.~~

~~18.7(3) **Authorization.** Each Class A license shall be limited to the area(s) and level(s) of administration as determined by an analysis of the application, the transcripts, and the license or certificate held in the state in which the basic preparation for the administrator license was completed.~~

~~18.7(4) **Conversion.** Each applicant receiving the one-year Class A license must complete any identified licensure deficiencies in order to be eligible for an initial administrator license or a professional administrator license in Iowa.~~

282—18.9 (272) Area and grade levels of administrator endorsements.

18.9(1) PK-12 principal and PK-12 supervisor of special education.

c. Other.

(1) The applicant must have had three years of teaching experience at the early childhood through grade twelve level while holding a valid license.

18.9(2) PK-8 principal—out-of-state applicants. This endorsement is only for applicants from out-of-state institutions.

c. Other. The applicant must have had three years of teaching experience at the early childhood through grade eight level while holding a valid license.

18.9(3) 5-12 principal—out-of-state applicants. This endorsement is only for applicants from out-of-state institutions.

c. Other. The applicant must have had three years of teaching experience at the secondary level

(5-12) **while holding a valid license.**

282—18.10 (272) Superintendent/AEA administrator.

18.10(3) Administrative experience. The applicant must meet one of the following:

a. The applicant must have had three years of experience as a building principal **while holding a valid license.**

c. The applicant must have six years of teaching and administrative experience, provided that at least two years are teaching experience and one year is administrative, **all while holding a valid license.**

282—18.12 (272) Specific requirements for a Class E emergency license. A nonrenewable Class E **emergency** license valid for one year may be issued to an individual as follows.

282—19.6(272) reserved.

~~**282—19.6(272) Out-of-state applicants.** An out-of-state applicant who seeks an administrator license after July 1, 2003, will be granted a Class A administrator exchange license valid for one year in order to complete the evaluator endorsement requirements. The Class A administrator exchange license is valid for one year and is nonrenewable. The requirements for the evaluator endorsement must be met before the issuance of the initial or professional administrator license.~~

282—27.1 (272) Professional service license. A professional service licensee is an individual prepared to provide professional services in Iowa schools but whose preparation has not required completion of the professional education core as described in **the teacher preparation coursework set forth in 281-79.15.**

282—27.2 (272) Requirements for a professional service license.

27.2(1) Initial professional service license. An initial professional service license valid for two years may be issued to an applicant for licensure to serve as a school audiologist, school psychologist, school social worker, speech-language pathologist, supervisor of special education (support), director of special education of an area education agency, or school counselor who:

d. Meets the recency requirement of 282—subrule 13.40(3) **5(2)d.**

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

c. Meets the recency requirement of 282—subrule 13.40(3) **5(2)d.**

282—27.3 (272) Specific requirements for professional service license endorsements.

27.3(1) Elementary professional school counselor.

a. *Authorization.* The holder of this endorsement has not completed the professional education core (282—subrule 13.18(4)) **teacher preparation coursework set forth in 281-79.15** but is authorized to serve as a professional school counselor in kindergarten and grades one through eight.

27.3(2) Secondary professional school counselor.

a. Authorization. The holder of this endorsement has not completed the ~~core (282—subrule 13.18(4))~~ **teacher preparation coursework set forth in 281-79.15** but is authorized to serve as a professional school counselor in grades five through twelve.

DTM/jt

NOTICE MEMO

Date: February 13, 2015

To: Board Members

From: Duane T. Magee, Executive Director

RE: Career and Technical changes for clarification

The changes below to career and technical licensure will provide the following clarity:

- creates a clear distinction between fully-licensed teachers and those seeking authority through experience by changing the title to “authorization” instead of “license”
- requires that a school district is wishing to hire the applicant
- provides clarity to the definition of “recent” experience
- creates an updated list of required coursework
- eliminates redundant endorsements for teachers

282—17.2 22.9 (272) Requirements for the initial career and technical secondary license authorization. This license is valid for five years.

22.9 (1) Authorization. This license authorization is provided to noneducators entering the education profession to instruct in occupations and specialty “fields” that are recognized in career and technical service areas and career cluster areas.

An applicant for this license must have completed 6,000 hours of recent and relevant career and technical experience in the teaching endorsement area sought. In those subjects, career and technical areas or endorsement areas which require state registration, certification or licensure, the applicant must hold the appropriate license, registration or certificate before the initial career and technical secondary license or the career and technical secondary license will be issued.

22.9 (2) Application process. Any person interested in the career and technical secondary authorization shall submit the application to the board of educational examiners for an evaluation. Application materials are available from the office of the board of educational examiners online at <http://www.boee.iowa.gov/>. Applicants must commit to complete the

following requirements within the term of this license. Holders of this license are expected to make annual progress at a minimum rate of one course per year to complete the studies.

a. A new teachers’ workshop of a minimum of 30 clock hours and specified competencies, to be completed during the first year of license validity.

b. Competency development in the methods and techniques of teaching.

c. Competency development in course and curriculum development.

d. Competency development in the measurement and evaluation of programs and students.

e. Competency development in the history and philosophy (foundations) of career and technical education.

f. An approved human relations course as described in rule 282—13.22(272).

22.9(3) Specific Requirements for the initial career and technical authorization.

a. The applicant must meet the background check requirements for licensure set forth in 282—13.1.

b. The applicant must obtain a recommendation from a school district administrator verifying that the school district wishes to hire the applicant.

c. An applicant for this authorization must have completed 6,000 hours of recent and relevant career and technical experience in the teaching endorsement area sought. If the candidate also holds a bachelor's degree, the experience requirement is 4,000 hours. This experience should be no more than ten years old at the time of application. Experience that does not meet this criteria may be considered at the discretion of the executive director. In subjects which require state registration, certification or licensure, the applicant must hold the appropriate license, registration or certificate before the initial career and technical secondary authorization or the career and technical secondary authorization will be issued.

d. The applicant must provide documentation of completion of a code of professional conduct and ethics training approved by the Board of Educational Examiners.

e. Applicants must commit to complete the following requirements within the term of this authorization. Coursework must be completed for college credit from a regionally-accredited institution:

- A new teachers' workshop of a minimum of 30 clock hours and specified competencies, to be completed during the first three years of authorization validity.
- Coursework in the methods and techniques of career and technical education.
- Coursework in course and curriculum development.
- Coursework in the measurement and evaluation of programs and students.
- An approved human relations course.
- Coursework in the instruction of exceptional learners to include the education of individuals with disabilities and the gifted and talented

a. Individuals who believe that their previous college coursework, professional experiences or formal education and preparation indicate mastery of competencies in meets the required study areas may have the specific requirements waived. Transcripts or other supporting data should be provided to a teacher educator at one of the institutions which has an approved teacher education program. The results of the competency determination will be forwarded with recommendations to the board of educational examiners. Board personnel will make final determination as to the competencies mastered and cite studies which yet need to be completed, if any.

22.9(4) Validity. The initial career and technical authorization is valid for three years.

22.9(5) Renewal. The initial career and technical authorization may be renewed once if the candidate can demonstrate that coursework progress has been made.

22.9(6) Conversion. The initial career and technical authorization may be converted to a career and technical secondary authorization if the applicants have met the following:

a. Completion of the required coursework set forth in 17.2(3)(e).

b. 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 authorization and be no more than three years old at the time of application.

282—17.3(272) 22.9(7) Specific requirements for the career and technical secondary license authorization.

a. This license authorization is valid for five years.

17.3(1) Initial requirements. **b.** An applicant for this license authorization must first meet the requirements for the initial career and technical secondary license authorization.

17.3(2) c. Renewal requirements for the career and technical secondary license authorization. Applicants for renewal must meet the requirements set forth in 282—20.5 (272) (1) and (2)a-d.

Six units are needed for renewal. These units may be earned in any combination of the units listed below.

a. One renewal unit may be earned for each semester hour of credit which advances an applicant toward the completion of a degree program.

b. One renewal unit may be earned for each semester hour of credit completed which may not lead to a degree but which adds greater technical depth/competence to the endorsement(s) held.

c. Renewal units may be earned upon the completion of staff development programs approved through guidelines established by the board of educational examiners or a technical update program approved by the board of educational examiners.

17.3(3) The applicant must complete an approved human relations component if the applicant has not previously done so.

17.3(4) An applicant who renews a license issued by the board of educational examiners must submit documentation of completion of the child and dependent adult abuse training approved by the state abuse education review panel. A waiver of this requirement may apply under the following conditions with appropriate documentation of any of the following:

a. A person is engaged in active duty in the military service of this state or of the United States.

b. The application of this requirement would impose an undue hardship on the person for whom the waiver is requested.

c. A person is practicing a licensed profession outside this state.

d. A person is otherwise subject to circumstances that would preclude the person from satisfying the approved child and dependent adult abuse training in this state.

22.9(8)Revocation and suspension. Criteria of professional practice and rules of the board of educational examiners shall be applicable to the holders of the initial career and technical authorization or career and technical authorization. If a school district hires an applicant without a valid license or authorization, a complaint may be filed against the teacher and the superintendent of the school district.

282—17.1 (272) Requirements for secondary level (grades 7-12) license. The initial license with the appropriate endorsement will be issued if the requirements of rules 282—13.6(272) and 282—13.18(272) for initial licensing have been met.

17.1(1) Secondary level career and technical endorsements. The following are required for adding secondary level career and technical endorsements to an initial, standard, master educator, or permanent professional teaching license.

a. Agricultural sciences and agribusiness.

(1) Completion of 24 semester credit hours in agriculture and agriculture education to include:

1. Foundations of vocational and career education.
2. Planning and implementing courses and curriculum.
3. Methods and techniques of instruction to include evaluation of programs and students.
4. Coordination of cooperative education programs.
5. Coursework in each of the following areas and at least 3 semester credit hours in five of the following areas:

- Agribusiness systems;
- Power, structural, and technical systems;
- Plant systems;
- Animal systems;
- Natural resources systems;
- Environmental service systems; and
- Food products and processing systems.

(2) One thousand hours of work experience in one or more of the areas listed in 17.1(1) “e.”

b. Marketing/distributive education. Completion of 24 semester hours in business to include a minimum of 6 semester hours each in marketing, management, and economics. Three thousand hours of recent, relevant work experience in occupations where the distribution of goods and services was the prime function. Coursework in foundations of career and technical education, in curriculum design oriented to marketing, and in the coordination of cooperative education programs.

c. Office education. Completion of 24 semester hours in business to include coursework in office management, business communications, word and data processing, and computer applications in business. Three thousand hours of recent, relevant work experience in an office related occupation.

Coursework in foundations of career and technical education, in curriculum design oriented to office education, and in the coordination of cooperative education programs.

d. Consumer and homemaking education. Completion of 24 semester hours in food and nutrition, consumer education, family living and parenthood education, child development, housing, home and resource management, and clothing and textiles. Four hundred hours of work experience in one or more homemaking or consumer-related occupations. Coursework in consumer and homemaking education to education, course and curriculum development, and evaluation of programs and students.

e. Career and technical home economics.

(1) Option 1. Completion of the requirements for consumer and homemaking education (see 17.1(1) “d”) and special preparation in the career and technical area or 400 hours of employment related specifically to the career and technical area.

(2) Option 2. Completion of a baccalaureate degree with a major in the career and technical area, coursework in methods and techniques of teaching, course and curriculum development, evaluation of programs and students, foundations of career and technical education, coordination of cooperative programs and a teaching practicum (supervised or assessment of other teaching experience), and 400 hours of employment related specifically to the career and technical area.

17.1(2) 13.28(33) *Multioccupations.* Completion of any 75-12 endorsement, and in addition thereto, coursework in foundations of career and technical education, coordination of cooperative programs, and competency-based curriculum development. Four thousand hours of career and technical experience in two or more occupations. The multioccupations endorsement also

authorizes the holder to supervise students in cooperative programs, school-to-work programs, and similar programs in which the student is placed in school-sponsored, on-the-job situations.

~~17.1(3) Specialized secondary career and technical endorsement programs. These are bachelor's degree programs which include specific preparation in career and technical teacher education.~~

~~a. Health occupations. Four thousand hours of health care related career and technical experience within five years preceding application for licensure in the occupation to be taught. Program completion leading to registration, certification, or licensure in Iowa in the health specialty to be taught.~~

~~Coursework in foundations of career and technical education, planning and implementing courses and curriculum, methods and techniques of instruction, and evaluation of programs and students.~~

~~b. Trade and industrial subjects. Demonstrated career and technical competence in an industrial, trade, or technical field by completion of a minimum of 4,000 hours of practical, hands-on experience in the area in which the endorsement is sought or written examination. Coursework in foundations of career and technical education, planning and implementing courses and curriculum, methods and techniques of instruction, and evaluation of programs and students.~~

~~c. Engineering.~~

~~(1) Completion of a baccalaureate degree in engineering.~~

~~(2) Demonstrated career and technical competence in engineering by completion of a minimum of 4,000 hours of practical, hands-on experience in engineering.~~

~~(3) Coursework in foundations of career and technical education, planning and implementing courses and curriculum, methods and strategies of STEM instruction, and assessment of STEM programs and students.~~

DTM/jt

NOTICE MEMO

Date: February 13, 2015

To: Board Members

From: Duane T. Magee, Executive Director

RE: Amend IAC 282 Chapter 23.1

This change will allow holders of the driver's education endorsement to maintain a behind-the-wheel authorization but with classroom instruction authority. This is particularly beneficial to the holders of initial licenses who end up teaching driver's education only (since they do not have an unlimited number of renewals). This will also benefit holders of expired licenses who want to continue to teach driver's education to be able to instead maintain this authorization annually with relevant renewal training.

282—23.1 (272,321) Requirements. Applicants for the behind-the-wheel driving instructor authorization shall meet the following requirements:

23.1(3) Classroom Instruction. To be eligible for classroom instruction, holders of the behind-the-wheel authorization must additionally hold a valid or expired initial, standard, exchange, or master educator license with endorsement 118 for driver and safety education.

DTM/jt

Date: February 13, 2015

To: Board Members

From: Darcy Lane

Re: Reminders regarding petitions for waiver

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: Kathi Berry

License: Folder # 1001599

Berry holds a substitute authorization that expired on January 23, 2015.

Reason for Waiver: Berry applied for renewal of her substitute authorization and was denied because the credits she submitted were from a master's degree program through an institution that is not regionally accredited.

Rule Citation:

282—22.2 (272) Substitute authorization.

...

c. Renewal. The authorization may be renewed upon application and verification of successful completion of:

(1) Renewal units. Applicants for renewal of the substitute authorization must provide verification of a minimum of two semester hours of renewal credits.

282—20.13(5) Licensure renewal courses

...

d. Only renewal units offered through board of educational examiners-approved licensure renewal programs will be accepted for license renewal.

Rationale: Berry received a waiver in 2012 to obtain her substitute authorization. The board waived the requirement of a bachelor's degree from a regionally accredited institution. Berry now asks the board to allow use of credits from that institution for renewal.

Staff recommendation: Deny the waiver

Rationale: Although the board approved a waiver to allow the degree to be used for the substitute authorization, it was not the intent that further credits from this institution be used for future renewals. The board has frequently approved waivers for the non-accredited degree program as it would be a great hardship to complete a new bachelor's degree just to obtain a substitute authorization. Conversely, approved renewal credits are readily available through such agencies as the AEA system and ISEA, and typically are much less expensive than college credits. The approved providers in Iowa offer a large number of online and self-paced courses. Additionally, these approved renewal providers offer courses that are specifically related to best practices in education, while the credits achieved by this candidate were not related to education or an endorsement area. It is the

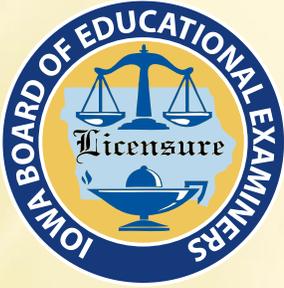
intent of renewal credits to further the skill level of the practitioner to better serve in their licensed area.

Hardship: Berry states in her petition that she believes the expense of completing approved renewal credits constitutes an undue hardship.

Prejudice to Others: The waivers Berry cites in her petition all involved waiver of the initial bachelor's degree requirement for the substitute authorization. To date, the board has not granted a waiver of the rule requiring that renewal credits for a substitute authorization come from an approved program.

Safety and welfare of others: The Board must decide whether acceptance of Berry's credits from Barclay College would ensure equal protection of public health, safety, and welfare. In her petition, Berry states she believes public health, safety, and welfare would not be impacted by a waiver under these circumstances.

Summary Waiver Report



January 30, 2015



State of Iowa
Iowa Board of Educational Examiners
Grimes State Office Building
400 E. 14th Street
Des Moines, IA 50319-0146

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Mary K. Overholtzer, Winterset CSD, Teacher

Dr. Andy R. Pattee, Cedar Falls CSD, Superintendent

Dr. Jay B. Prescott, Des Moines, V.P. for Student Affairs, Grand View University

Erin Schoening, Council Bluffs CSD, Reading Interventionist and IB Program Coordinator

Dr. Anne M. Sullivan, Des Moines CSD, Administrator

Administration

Duane T. Magee - Executive Director

It is the policy of the Iowa Board of Educational Examiners not to discriminate on the basis of race, color, gender identity, national origin, sex, disability, religion, creed, age, sexual orientation, political party affiliation, or potential parental, family or marital status in its programs or employment practices. If you have questions or grievances related to this policy, please contact the Executive Director, Board of Educational Examiners, Grimes State Office Building, 400 E. 14th St., Des Moines, Iowa 50319-0147. Telephone: 515.281.5849

MISSION

The mission of the Iowa Board of Educational Examiners is to establish and enforce rigorous standards for Iowa educational practitioners to effectively address the needs of students.

BELIEFS STATEMENTS

We Believe:

- that an effective licensure system is efficient, innovative, and responsive to needs of students and educators.
- in collaboration with other organizations to improve professional development and preparation programs.
- that education is a profession.
- that establishing ethical standards protects students and practitioners.

Adopted: June 2001

Reviewed: June 11, 2009

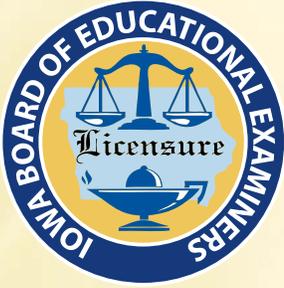
Revised: August 13, 2010

**Board of Educational Examiners [272]
Iowa Administrative Code 282
Petitions for Waiver 7/30/14 through 1/30/15**

Rule and statute rule is intended to implement	Number of times waiver was granted or denied	Summary of reasons for granting or denying the waiver, comments on effect of waivers on general applicability of the rule
282—13.11(272), Iowa Code section 272.2(1)	Denied once	In Waiver Request 14-08, the Board denied the petitioner’s request to waive the requirement that an applicant for a Class B conditional license in a designated shortage area must have completed half of the coursework required for the desired endorsement. The petitioner was seeking a Class B license to teach special education, and had not yet completed 12 of the required 24 hours of coursework.
282—13.17(272), Iowa Code section 272.2(1)	Denied once	In Waiver Request 14-09, the petitioner asked the Board to waive the requirement of a content assessment for applicants seeking a teacher exchange license. The petitioner had taken an assessment that was not the approved content assessment for Iowa. The Board found that granting the waiver could cause prejudice to the rights of others who had been unable to begin teaching positions in Iowa because they had not passed the required assessments.
282—13.28(272), Iowa Code section 272.2(1)	Denied once	In Waiver Request 14-12, the Board denied the petitioner’s request to waive the 18 hours of coursework required to receive an ESL (English as a Second Language) endorsement. The petitioner based this request on experience and licensure as an ESL teacher in Kansas. The Board found that it was not an undue hardship for the petitioner to complete coursework, and substantial prejudice to the rights of others could result if the petitioner was granted an endorsement based on assessment and experience alone.
282—16.6(272), Iowa Code section 272.2(1)	Granted once	In Waiver Request 14-11, the Board granted the petitioner’s request to waive the requirement of a master’s degree in social work for those seeking a statement of professional recognition in social work. The petitioner provided documentation showing she holds an L.M.S.W. from the Iowa Department of Public Health as well as a master’s degree in education. She has been licensed by the Iowa Department of Public Health in social work since 1998.
282—18.10(272), Iowa Code section 272.2(1)	Granted once	In Waiver Request 14-10, the petitioner was an out-of-state applicant for an administrator license. He asked the board to waive the requirement of a course in noninstructional support service management including but not limited to transportation, nutrition, and facilities. The Board granted the request, noting that the petitioner had provided documentation from his out-of-state administrator preparation program indicating he had met the substance of this requirement. He had previously been unable to provide a course description because of changes in personnel within his administrator preparation program.
282—22.2(272), Iowa Code section 272.2(1)	Granted once	In Waiver Request 15-01, the Board granted the petitioner’s request to waive the requirement that applicants for a substitute authorization must hold a bachelor’s degree from a regionally accredited institution. The petitioner holds a bachelor’s degree from an institution that is accredited by a religious accrediting agency. He also holds a master’s degree in education from a regionally accredited institution, and has experience teaching elementary students in the United States and abroad.

All Board orders regarding petitions for waiver are available on the Board's website at <https://www.iowaonline.state.ia.us/ppd/SearchWaivers.aspx>. Board staff can provide additional information upon request. Please contact Darcy Lane, attorney for the Board, at 515.242.6506 or darcy.lane@iowa.gov.

Home Base Iowa Rules Report



January 31, 2015



State of Iowa
Iowa Board of Educational Examiners
Grimes State Office Building
400 E. 14th Street
Des Moines, IA 50319-0146

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- that an effective licensure system is efficient, innovative, and responsive to needs of students and educators.
- in collaboration with other organizations to improve professional development and preparation programs.
- that education is a profession.
- that establishing ethical standards protects students and practitioners.

Adopted: June 2001

Reviewed: June 11, 2009

Revised: August 13, 2010

The Iowa Board of Educational Examiners (“BoEE”) moved to adopt rule amendments to implement the licensing provisions of the Home Base Iowa Act on January 15, 2015. These amendments will be published in the Iowa Administrative Bulletin on February 18, 2015, and, if no action is taken by the Administrative Rules Review Committee, they will become effective on March 25, 2015.

The BoEE adopted rules to create a military exchange license for veterans and their spouses in 2013, prior to the Home Base Iowa initiative passed by the General Assembly. These rules met the majority of the requirements of the Home Base Iowa Act, and therefore extensive revisions were not required to bring BoEE rules into harmony with the requirements of the Act. The BoEE incorporated the Act’s definitions of “military service” and “veteran” into the rule, and also added a provision to allow an applicant to apply for credit for verified military education, training, or service applicable to any experience or educational requirement for licensure.

The Notice of Intended Action containing the relevant amendments was published as ARC 1723C on November 12, 2014. It is attached to this report.

EDUCATIONAL EXAMINERS BOARD[282]

Notice of Intended Action

Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1) "b."

Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.

Pursuant to the authority of Iowa Code section 272.2(1)"a" and 2014 Iowa Acts, chapter 1116, division VI, the Board of Educational Examiners hereby gives Notice of Intended Action to amend Chapter 13, "Issuance of Teacher Licenses and Endorsements," Iowa Administrative Code.

In 2013, the Board of Educational Examiners created a military exchange license to streamline the process of obtaining Iowa licensure for military personnel. These amendments are proposed to align the existing military exchange license rule with the requirements of the Home Base Iowa Act, passed by the Iowa Legislature in 2014 Iowa Acts, chapter 1116, division VI. Specifically, the Home Base Iowa Act's definitions of "military service" and "veteran" are incorporated into subrule 13.17(4); a provision is added to allow an applicant to apply for credit for verified military education, training, or service applicable to any experience or educational requirement for licensure; and the implementation sentence for Chapter 13 is updated.

Any interested person may make written comments or suggestions on the proposed amendments before 4 p.m. on Friday, December 5, 2014. Written comments and suggestions should be addressed to Kim Cunningham, Board Secretary, Board of Educational Examiners, at the address below, or sent by e-mail to kim.cunningham@iowa.gov, or by fax to (515)281-7669.

Any interested party or persons may present their views either orally or in writing at the public hearing that will be held Wednesday, December 3, 2014, at 1 p.m. in Room 3 Southwest, Third Floor, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa.

At the hearing, persons will be asked to give their names and addresses for the record and to confine their remarks to the subject of the proposed amendments. Persons who wish to make oral presentations at the public hearing may contact the Executive Director, Board of Educational Examiners, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa 50319-0147, or at (515)281-5849, prior to the date of the public hearing.

Any person who intends to attend the public hearing and requires special accommodations for specific needs, such as a sign language interpreter, should contact the office of the Executive Director at (515)281-5849.

This amendment is subject to waiver pursuant to 282—Chapter 6.

After analysis and review of this rule making, it is anticipated that the proposed amendment would have a positive impact on jobs by facilitating the licensure of veterans for employment in Iowa schools.

This amendment is intended to implement 2014 Iowa Acts, chapter 1116, division VI.

The following amendment is proposed.

ITEM 1. Amend subrule 13.17(4) as follows:

13.17(4) Military exchange license.

a. Definitions.

"Military service" means honorably serving on federal active duty, state active duty, or national guard duty, as defined in Iowa Code section 29A.1; in the military services of other states, as provided in 10 U.S.C. Section 101(c); or in the organized reserves of the United States, as provided in 10 U.S.C. Section 10101.

"Veteran" means an individual who meets the definition of "veteran" in Iowa Code section 35.1(2).

b. Spouses of active duty military service members applying under 13.3(2). A three-year nonrenewable military exchange license may be issued to the applicant under the following conditions:

(1) The applicant has completed a traditional teacher preparation program at a regionally accredited and state-approved two- or four-year college.

(2) The applicant is the holder of a valid and current or an expired teaching license from another state.

(3) The applicant provides verification of the applicant's connection to or the applicant's spouse's connection to the military by providing a copy of current military orders with either a marriage license or a copy of a military ID card for the applicant's spouse.

(4) This license may be converted to a one-year regional exchange license upon application and payment of fees.

~~b. c.~~ *Recent veterans (retired or discharged within the past five years as of the date of application) Veterans or their spouses applying under 13.3(2).* A five-year teaching license or a one-year exchange license may be issued to an applicant who meets the requirements of 13.17(4) "a b"(1) and (2). A veteran must provide a copy of the veteran's DD 214. A spouse must provide a copy of the veteran spouse's DD 214 and the couple's marriage license.

~~e. d.~~ *Spouses of active duty military, recent service veterans, or recent veterans' spouses applying under 13.3(3).* If the applicant has completed a nontraditional teacher preparation program but is not eligible for a teaching license, the applicant will be issued a substitute license, and the initial review for the portfolio review process will be completed by board staff. An applicant must provide verification of connection to the military outlined in 13.17(4) "a b"(3) or 13.17(4) "b c."

e. Military education, training, and service credit. An applicant for the military exchange license may apply for credit for verified military education, training, or service toward any experience or educational requirement for licensure by submitting documentation to the board of educational examiners. The applicant shall identify the experience or educational requirement to which the credit would be applied if granted. The board of educational examiners shall promptly determine whether the verified military education, training, or service will satisfy all or any part of the identified experience or educational requirement for licensure.

~~f.~~ *Fees.* Fees for the background check, evaluation and license issued pursuant to 13.17(4) will be limited to the fee outlined in rule 282—12.1(272), paragraph "2."

ITEM 2. Amend 282—Chapter 13, implementation sentence, as follows:

These rules are intended to implement Iowa Code chapter 272 and 2014 Iowa Acts, chapter 1116, division VI.

APPROVAL MEMO

Date: February 13, 2015

To: Board Members

From: Duane T. Magee, Executive Director

RE: Licensure Renewal for Mandatory/Non-Mandatory Trainings and State Level Activities

The board requested the staff to present various licensure renewal credits and activities for board approval. The two recommendations from the staff are listed below.

Mandatory/Non-Mandatory trainings approved for renewal credits.

Approval of this proposal would allow licensees to stack mandatory and non-mandatory trainings up to a total of 15 contact hours for a maximum of one renewal credit during the period for renewal. Duplicate trainings must be taken one year apart. Current licensure credit renewal providers will be approached about facilitating this work.

Training	Time	Total Time
Child/Dependent Adult Abuse	2 hours	2 hours
Blood Borne Pathogens (allow twice)	1 hour	2 hours
Right to Know (allow twice)	1 hour	2 hours
Seclusion and Restraint (allow twice)	1 hours	2 hours
Ethics Training	4 hours	4 hours
Additional elective trainings from BoEEjoa approved list	3 hours	3 hours
total		15 hours

Serving on a State of Iowa Board, Council, Commission or Task Force

A maximum of 2 renewal activity units may be earned through serving on a State of Iowa sponsored board, commission, council, or task force approved by the Board of Educational Examiners. Examples would include the Commission on Educator Leadership and Compensation, The Council on Educator Development, the Secondary Career and Technical Education Task Force and the BoEE. A minimum of 15 contact hours would have to be verified for each renewal activity unit.