

**PLEASE NOTE THAT THE  
STATE OF IOWA  
BOARD OF EDUCATIONAL EXAMINERS MEETING  
ON  
JUNE 16 and 17, 2016  
WILL BE HELD IN WAUKEE  
AT THE WAUKEE CITY HALL  
LOCATED AT  
230 W. HICKMAN RD, WAUKEE**

**STATE OF IOWA  
BOARD OF EDUCATIONAL EXAMINERS**

Waukee City Hall – 230 W. Hickman Rd  
City Council Chambers  
Waukee, IA 50263

**June 16-17, 2016**

**2015-2016 BoEE Goals**

Goal 1: The Board will develop rules for practitioner licensure that maintain high standards, are research based, and provide flexibility in attainment in all credential types, 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 communication plan for the dissemination of information to its constituent groups.

**Board Retreat**

**Thursday, June 16, 2016**

**AGENDA**

*Times are approximate*

- 1:00 p.m. Call Meeting to Order by Executive Director**
- a. BoEE Staff & Board Introductions
  - b. Election of Officers
- 1:05 p.m. Stakeholder Presentation – Working Together to Manage Change in a Rapidly Growing Community  
Waukee CSD and the City of Waukee**
- 2:00 p.m. Des Moines Public Schools Human Resources Presentation  
Dr. Anne Sullivan, Chief HR Officer and BoEE Board Member, Sheila Mason, HR Director for Classified Staff and Tiffany O’Hara, HR Director for Certified Staff**
- 3:00 p.m.**
- Review DiSC – D.T.
  - Goals 2016-17
  - Ethics training - next steps
  - Potential Iowa Administrative Code changes for FY 17
  - Any licensure/BoEE issues that emerge from the legislative process
  - Legislative priorities for FY17
  - Other licensure renewal options
  - Ideas on board presentations for FY17
  - Other items
- 4:30 p.m. Adjourn**
- Professional Practices Committee will meet following the Board Retreat (4:30 p.m. – 6:00 p.m.)**
- 6:00 p.m. Dinner at Biaggi’s, 5990 University Ave., West Des Moines  
Executive Committee will meet following dinner**

**Board Meeting**

**Friday, June 17, 2016**

**AGENDA**

*Times are approximate*

- 8:30 a.m. Call Meeting to Order by Board Chair**
- Approve the Agenda** **Tab A**
- Consent Agenda** **Tab B**
- a. Minutes from May 13, 2016 board 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 May 13, 2016 board meeting
  - c. Reinstatement(s)
    - 1. 15-94 Noah Parks
- Board Communications**
- a. Board Member Reports
    - 1. Kathy Behrens – Virtus Program
  - b. Legislative Update – Phil Wise
  - c. Executive Director’s Report **Tab C**
    - 1. Financial Update
    - 2. 2016 NASDTEC Annual Conference
    - 3. New licensure system update
    - 4. Update on new Executive Director
- Communication from the Public**
- 12:05 p.m. Lunch for Board Members**
- Rules [Iowa Administrative Code – Chapter 282 (272)]**
- a. Adopt** **Tab D**
    - 1. *IAC 282 Chapter 18 – Administrator temporary permits and administrator experience, ARC 2454C*
  - b. ARRC Review Pending** **Tab E**
    - 1. IAC 282 Chapter 25 - Misrepresentation, falsification of information.
  - c. Notice**
    - 1. None

**d. Items for Discussion**

- |   |              |
|---|--------------|
| 1. IAC 282 Chapters 13, 22, and 27 – Ethics training as a requirement for standard license  | <b>Tab F</b> |
| 2. IAC 282 Chapter 24 – Paraeducator preparation requirements   | <b>Tab G</b> |
| 3. IAC 282 Chapter 22 – Coaching authorization and transitional coaching authorization  | <b>Tab H</b> |
| 4. IAC 282 Chapter 13 – Specific requirements for a standard license, exchange licenses, early childhood, coaching and multioccupations | <b>Tab I</b> |

**Waivers**

- |                             |              |
|-----------------------------|--------------|
| 1. PFW 16-07 Kelly Goyen    | <b>Tab J</b> |
| 2. PFW 16-08 Richard Gibson | <b>Tab K</b> |

**Reports/Approvals**

- |   |              |
|---|--------------|
| 1. CTE Authorizations Approval                          | <b>Tab L</b> |
| 2. Chair Appoints Committee Assignments                 |              |
| a. Executive Committee                                  |              |
| b. Professional Practices Committee                     |              |
| c. Operating Guidelines Committee                       |              |
| 3. Continue Discussion on Thursday's Topics (if needed) |              |

**2:00 p.m. Adjourment**

**Next Meeting will be Friday, August 5, 2016**



1 Larry Hill moved, with a second by Sara Yedlik, that the Board go into closed session  
2 for the purpose of discussing mental health information pertaining to a licensee,  
3 whether to initiate licensee disciplinary proceedings, and the decision to be rendered  
4 in a contested case, pursuant to Iowa Code sections 21.5(a), (d), and (f). Roll call vote:  
5 Behrens – yes; Buckman – yes; Carroll – yes; Garcia – yes; Hill – yes; Overholtzer – yes;  
6 Pattee – yes; Prescott – yes; Schoening – yes; Sullivan – yes; Yedlik - yes. **MOTION**  
7 **CARRIED.**

8  
9 Larry Hill moved, with a second by Jay Prescott, that in **case number 16-15**, 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(2)(b) and 25.3(6)(c),  
12 (d) and (e), and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

13  
14 Jay Prescott moved, with a second by Larry Hill, that in **case number 16-55**, the  
15 Board find probable cause to establish a violation of the following provisions of the  
16 Code of Professional Conduct and Ethics, 282 IAC – Chapter 25.3(3)(b) and (e), and  
17 order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

18  
19 Larry Hill moved, with a second by Sara Yedlik, that in **case number 16-53**, the Board  
20 find that, although one or more of the allegations in the complaint may be  
21 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
22 the documents gathered in the course of the investigation, and the allegations may  
23 constitute a technical violation of the board’s statute or administrative rules; the  
24 evidence before the board indicates that steps have been taken to remedy the violation  
25 and to ensure that incidents of a similar nature do not occur in the future. The Board  
26 will not pursue formal disciplinary action in this matter. Roll call vote: Behrens – no;  
27 Buckman – yes; Carroll – yes; Garcia – no; Hill – no; Overholtzer – no; Pattee – yes;  
28 Prescott – yes; Schoening – yes; Sullivan – yes; Yedlik - yes. **MOTION CARRIED.**

29  
30 Jay Prescott moved, with a second by Sara Yedlik, that in **case number 16-01**, 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)(b) and (e) and  
33 25.3(6)c and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

1 Sara Yedlik moved, with a second by Larry Hill, that in **case number 16-32**, the Board  
2 find that the evidence gathered in the investigation, including witness statements and  
3 the documentary evidence, does not substantiate the allegations in the complaint, and  
4 that the Board therefore lacks probable cause to proceed with this matter. **MOTION**  
5 **CARRIED UNANIMOUSLY.**

6  
7 Larry Hill moved, with a second by Jay Prescott, that in **case number 16-33**, the  
8 Board find that the evidence gathered in the investigation, including witness  
9 statements and the documentary evidence, does not substantiate the allegations in the  
10 complaint, and that the Board therefore lacks probable cause to proceed with this  
11 matter. **MOTION CARRIED UNANIMOUSLY.**

12  
13 Larry Hill moved, with a second by Sara Yedlik, that in **case number 15-163**, the  
14 Board accept the respondent's waiver of hearing and voluntary surrender and the  
15 Board issue an order permanently revoking the license with no possibility of  
16 reinstatement. **MOTION CARRIED UNANIMOUSLY.** (Julie Bussanmas left the room  
17 during the discussion of this case in closed session.)

18  
19 Jay Prescott moved, with a second by Sara Yedlik, that in **case number 15-114**, the  
20 Board accept the agreement submitted by the parties, and issue an Order  
21 incorporating the agreement of the parties and imposing the agreed upon sanction.  
22 **MOTION CARRIED UNANIMOUSLY.**

23  
24 Jay Prescott moved, with a second by Sara Yedlik, that in **case number 15-120**, the  
25 Board accept the agreement submitted by the parties, and issue an Order  
26 incorporating the agreement of the parties and imposing the agreed upon sanction.  
27 **MOTION CARRIED UNANIMOUSLY.**

28  
29 Sara Yedlik moved, with a second by Jay Prescott, that the Board not initiate review of  
30 the proposed decision in **case number APP 16-01**, In the Matter of Christopher  
31 Cameron, and allow the proposed decision to become the final decision of the Board  
32 unless an appeal is taken by one of the parties within the time allowed by rule.

1 **MOTION CARRIED UNANIMOUSLY.** (Julie Bussanmas and Duane Magee left the  
2 room during the discussion of this case in closed session.)

3  
4 Larry Hill moved, with a second by Jay Prescott, that the Board not initiate review of  
5 the proposed decision in **case number 15-169**, In the Matter of Whitney Alaniz, and  
6 allow the proposed decision to become the final decision of the Board unless an appeal  
7 is taken by one of the parties within the time allowed by rule. Roll call vote: Behrens –  
8 yes; Buckman – yes; Carroll – yes; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee –  
9 yes; Prescott – yes; Schoening – yes; Sullivan – recused; Yedlik - yes. **MOTION**  
10 **CARRIED.** (Julie Bussanmas left the room during the discussion of this case in  
11 closed session.)

12  
13 Jay Prescott moved, with a second by Larry Hill, to extend the 180-day deadline for  
14 issuance of the final decision in **case number 15-179**, based upon the need to  
15 schedule the hearing and the need to review the proposed decision. **MOTION**  
16 **CARRIED UNANIMOUSLY.**

17  
18 Larry Hill moved, with a second by Sara Yedlik, to extend the 180-day deadline for  
19 issuance of the final decision in **case number 15-183**, based upon the amount of time  
20 needed to complete the investigation due to pending criminal charges. **MOTION**  
21 **CARRIED UNANIMOUSLY.**

22  
23 Sara Yedlik moved, with a second by Jay Prescott, to extend the 180-day deadline for  
24 issuance of the final decision in **case number 15-190**, based upon the amount of time  
25 needed to complete the investigation due to pending criminal charges. Roll call vote:  
26 Behrens – yes; Buckman – yes; Carroll – yes; Garcia – yes; Hill – yes; Overholtzer – yes;  
27 Pattee – yes; Prescott – yes; Schoening – yes; Sullivan – recused; Yedlik - yes.  
28 **MOTION CARRIED.**

29  
30 Larry Hill moved, with a second by Sara Yedlik, to extend the 180-day deadline for  
31 issuance of the final decision in **case number 15-191**, based upon the amount of time  
32 needed to complete the investigation. **MOTION CARRIED UNANIMOUSLY.**

1 The following cases were discussed in open session only.

2

3 Jay Prescott moved, with a second by Sara Yedlik, to extend the 180-day deadline for  
4 issuance of the final decision in **case number 15-180**, based upon a continuance in  
5 the hearing for the parties to work toward a possible settlement. **MOTION CARRIED**  
6 **UNANIMOUSLY.** (This is a contract case and the hearing has been continued due to  
7 the parties working on a settlement agreement. The settlement will come before the  
8 board at the June meeting.)

9

10 Larry Hill moved, with a second by Sara Yedlik, that in **case number 15-97**, the Board  
11 grant the Respondent's request for reinstatement and issue an order stating the basis  
12 for the suspension no longer exists and it will be in the public interest for the license  
13 to be reinstated. **MOTION CARRIED UNANIMOUSLY.** (Background: Respondent  
14 was charged with failing to account properly for funds entrusted to him in an  
15 educational context. He reached a settlement agreement with the state that imposed a  
16 reprimand and minimum five-month suspension. Respondent was also required to  
17 complete fifteen hours in ethics prior to applying for reinstatement. He has submitted  
18 his transcript for the ethics course.)

19

20 Larry Hill moved, with a second by Jay Prescott, that in **case number 15-94**, the  
21 Board table the request for reinstatement in an attempt to gain more information to  
22 uncover untold issues. **MOTION CARRIED UNANIMOUSLY.**

23

24 Sara Yedlik moved, with a second by Jay Prescott, that the Board approve the closed  
25 session minutes for April 8, 2016 and April 20, 2016. Roll call vote: Behrens – yes;  
26 Buckman – abstained; Carroll – yes; Garcia – yes; Hill – abstained; Overholtzer – yes;  
27 Pattee – yes; Prescott – yes; Schoening – yes; Sullivan – yes; Yedlik - yes. **MOTION**  
28 **CARRIED.**

29

### 30 Stakeholder Presentation

31 Anne Sullivan, Chief Human Resources Officer with Des Moines Public Schools  
32 (DMPS) and BoEE Board Member, was scheduled to present regarding DMPS's hiring  
33 process. Due to time constraints, the presentation was moved to the June meeting.

1 Board Member Reports

2 None.

3

4 Legislative Update

5 Duane Magee provided the legislative update. There were two rules nullified - IAC 282  
6 Chapter 14 K-12 Special education endorsement; specializations and IAC 282 Chapter  
7 12 – Fee increase.

8

9 Executive Director's Report

10 Executive Director Magee reviewed the financial report.

11

12 Licensing System Update: Eleven license applications have been launched. We have  
13 also redesigned the website so that all of the online applications are at the top.

14 Applications for online renewals and new teacher graduates will be introduced  
15 sometime late summer/early fall. There is a drop in the amount of scanning we have  
16 to do. We are pulling more staff members in to use the new system.

17

18 Board Retreat: The retreat and meeting will take place in Waukee at the Waukee City  
19 Hall on June 16-17, 2016. One item of note that will be on the agenda will be a code  
20 section move regarding teacher preparation from the BoEE to the DE. Another item  
21 on the agenda will be a request for feedback from the board regarding Executive  
22 Director Magee's performance, i.e. strengths, weaknesses, accomplishments, etc.

23

24 Additional Expenditure Reductions (cost savings): Reduced one staff member through  
25 retirement (maintain the position but not fill it at this time); anticipate another staff  
26 member retirement within the coming months (maintain the position but not fill it at  
27 this time); plus, an additional staff member reduction to be announced. This will put  
28 the BoEE from 16.25 FTEs to 13.25 FTEs. This will impact the BoEE in terms of  
29 customer service and response times. Also recommend, reduction in in-state and out-  
30 of-state travel; reduction in printing, binding and postage due to going paperless;  
31 reduce rental fees (no longer have booths at SAI and IASB conferences). Temporary  
32 staff – eliminated remote fingerprinting. Consider cutting substitute stipends for our  
33 board members who require a substitute to attend the board meetings.

1 Status of Executive Director Magee’s Replacement: The Governor’s office is in the  
2 process of appointing a replacement. The application deadline is May 16<sup>th</sup>. (Mr.  
3 Magee will be the superintendent of Norwalk Community School District effective July  
4 1, 2016.)

5  
6 Executive Director Magee announced that Brenda Garcia, BoEE Vice Chair, will be  
7 resigning from her position on the board effective May 13, 2016. The board thanked  
8 Ms. Garcia for her service and expressed their appreciation for all of her contributions  
9 made to the board.

10  
11 Communication Efforts: First mass distribution of an email to the field (BoEE May  
12 Newsletter) by using the new gov.delivery software. Congratulations to Joanne Tubbs,  
13 Jeff DeBruin and DE staff, who worked behind the scenes to make this happen. It  
14 went out to approximately 85,000 in our database. Besides the quarterly email,  
15 emails will go out to the field to highlight information and opportunities we feel are  
16 important (rule changes, renewal credit information, etc.) for those out in the field to  
17 know immediately

18  
19 Communication from the Public

20 Katie Greving, President of Decoding Dyslexia Iowa, thanked the board for their  
21 willingness to hear her group and the changes they requested for the reading  
22 endorsement requirements. They are very supportive of the language that has been  
23 added to the rule. The rule is on today’s agenda for adoption.

24  
25 Rules

26 Adopt:

27 Larry Hill moved, with a second by Erin Schoening, to table the proposed changes to  
28 IAC 282 Chapter 18 – Administrator temporary permits and administrator experience,  
29 ARC 2454C. **MOTION CARRIED UNANIMOUSLY.** This rule will come before the  
30 Board again at the June meeting.

31  
32 Andy Pattee moved, with a second by Mary K. Overholtzer, to adopt the proposed  
33 changes to IAC 282 Chapter 13 – Out-of-state teaching assessment requirements,

1 elementary education endorsement field experiences, minimum grade requirements for  
2 adding endorsements, ARC 2453C. Roll call vote: Behrens – yes; Buckman – yes;  
3 Carroll – yes; Garcia – yes; Hill – yes; Overholtzer – no; Pattee – yes; Prescott – yes;  
4 Schoening – yes; Sullivan – yes; Yedlik - yes. **MOTION CARRIED.**

5  
6 Larry Hill moved, with a second by Andy Pattee, to adopt the proposed changes to IAC  
7 282 Chapter 20 – Administrator and teacher renewal units, ARC 2452C. **MOTION**  
8 **CARRIED UNANIMOUSLY.**

9  
10 Andy Pattee moved, with a second by Mary K. Overholtzer, to adopt the proposed  
11 changes to IAC 282 Reading endorsements, ARC 2450C. **MOTION CARRIED**  
12 **UNANIMOUSLY.**

13  
14 Larry Hill moved, with a second by Andy Pattee, to adopt the proposed changes to IAC  
15 282 Chapter 22 – Coaching authorization minimum education attainment  
16 requirement, ARC 2445C. **MOTION CARRIED UNANIMOUSLY.**

17  
18 ARRC Review Pending

19 None.

20  
21 Notice:

22 Andy Pattee moved, with a second by Eric Schoening, to file under notice of intended  
23 action, the proposed changes to IAC 282 Chapter 25 – Misrepresentation, falsification  
24 of information. **MOTION CARRIED UNANIMOUSLY.**

25 Items for Discussion

26 IAC 282 Chapters 13, 22, and 27 – Ethics training as a requirement for standard  
27 license. One of the paramount goals of the Board is to create clear guidelines and  
28 expectations for code of conduct and ethics education for educators. This series of  
29 revised changes will allow educators to complete current and relevant training as a  
30 condition of transitioning from an initial to a standard license or authorization.  
31 Authorizations not listed below already include ethics training as a requirement.  
32 Chapter 272.2 also states that the board shall provide this training to any person who

1 holds a license, certificate, authorization, or statement of professional recognition.  
2 Discussion on this item will continue.

3

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

9

10 Petitions for Waiver

11 Larry Hill moved, with a second by Sara Yedlik, that in **PFW 16-03 Stephanie Abel**,  
12 the Board table the waiver request. **MOTION CARRIED UNANIMOUSLY.**

13

14 Mary K. Overholtzer moved, with a second by Andy Pattee, that **PFW 16-04 David**  
15 **Stern**, the Board grant the waiver. Reasons for granting: Mr. Stern holds a bachelor’s  
16 degree and master’s degree from International Baptist College, which is not regionally  
17 accredited. It is accredited by the Transnational Association of Christian Colleges and  
18 Schools. Mr. Stern has successfully completed the substitute authorization course.  
19 Based on the limited authority granted by the substitute authorization, as well as Mr.  
20 Stern’s experience working with elementary students, the Board finds it would create  
21 an undue hardship if it were to deny Mr. Stern’s request to waive the requirement of a  
22 bachelor’s degree from a regionally accredited institution. The Board has granted  
23 waivers in similar cases. In light of this precedent, the Board found granting the  
24 waiver would not cause prejudice to the substantial legal rights of any person. The  
25 rule from which Mr. Stern seeks a waiver is not specifically mandated by statute or  
26 any other provision of law, and, accordingly, may be waived by the Board. His  
27 substitute authorization carries limited authority, as the holder cannot serve for  
28 extended periods of time in one assignment. The Board finds that Mr. Stern has  
29 presented clear and convincing evidence that waiving the rule in question to grant him  
30 this authorization would not compromise public health, safety, or welfare. **MOTION**  
31 **CARRIED UNANIMOUSLY.**

32

1 Larry Hill moved, with a second by Mary K. Overholtzer, that **PFW 16-05 Jerry Duey**,  
2 the Board grant the waiver. Reasons for granting: Mr. Duey holds a Doctor of  
3 Veterinary Science degree from Iowa State University. He completed the coursework  
4 requirements to enter veterinary school at Wartburg College, but did not receive a  
5 bachelor's degree. Mr. Duey has successfully completed the substitute authorization  
6 course. Based on the limited authority granted by the substitute authorization, as  
7 well as Mr. Duey's advanced degree from a regionally accredited institution, the Board  
8 finds it would create an undue hardship if it were to deny Mr. Duey's request to waive  
9 the requirement of a bachelor's degree from a regionally accredited institution. The  
10 Board has granted waivers in similar cases. In light of this precedent, the Board  
11 found granting the waiver would not cause prejudice to the substantial legal rights of  
12 any person. The rule from which Mr. Duey seeks a waiver is not specifically mandated  
13 by statute or any other provision of law, and, accordingly, may be waived by the  
14 Board. The substitute authorization carries limited authority, as the holder cannot  
15 serve for extended periods of time in one assignment. The Board finds that Mr. Duey  
16 has presented clear and convincing evidence that waiving the rule in question to grant  
17 him this authorization would not compromise public health, safety, or welfare.

18 **MOTION CARRIED UNANIMOUSLY.**

19  
20 Andy Pattee moved, with a second by Mary K. Overholtzer, that **PFW 16-06 Leslie**  
21 **Baskinbey**, the Board grant the waiver. Reasons for granting: Ms. Baskinbey holds a  
22 bachelor's degree in Human Resources Management from Columbia Southern  
23 University. Ms. Baskinbey has successfully completed the substitute authorization  
24 course. Based on the limited authority granted by the substitute authorization, the  
25 Board finds it would create an undue hardship if it were to deny Ms. Baskinbey's  
26 request to waive the requirement of a bachelor's degree from a regionally accredited  
27 institution. The Board has granted waivers in similar cases. In light of this precedent,  
28 the Board found granting the waiver would not cause prejudice to the substantial legal  
29 rights of any person. The rule from which Ms. Baskinbey seeks a waiver is not  
30 specifically mandated by statute or any other provision of law, and, accordingly, may  
31 be waived by the Board. The substitute authorization carries limited authority, as the  
32 holder cannot serve for extended periods of time in one assignment. The Board finds  
33 that Ms. Baskinbey has presented clear and convincing evidence that waiving the rule

1 in question to grant her this authorization would not compromise public health,  
2 safety, or welfare. Roll call vote: Behrens – yes; Buckman – yes; Carroll – yes; Garcia  
3 – yes; Hill – abstained; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes;  
4 Sullivan – absent; Yedlik - yes. **MOTION CARRIED.**

5

6 Reports/Approvals

7 Board Operating Guidelines: Andy Pattee moved, with a second by Sara Yedlik, to  
8 approve the Board Operating Guidelines. **MOTION CARRIED UNANIMOUSLY.**

9

10 FY17 Board Meeting Dates: Mary K. Overholtzer moved, with a second by Sara Yedlik,  
11 to approve the FY17 board meeting dates. **MOTION CARRIED UNANIMOUSLY.**

12

13 There being no further business, Sara Yedlik moved, with a second by Erin Schoening  
14 to adjourn the meeting. Meeting adjourned at 1:20 p.m. **MOTION CARRIED**  
15 **UNANIMOUSLY.**

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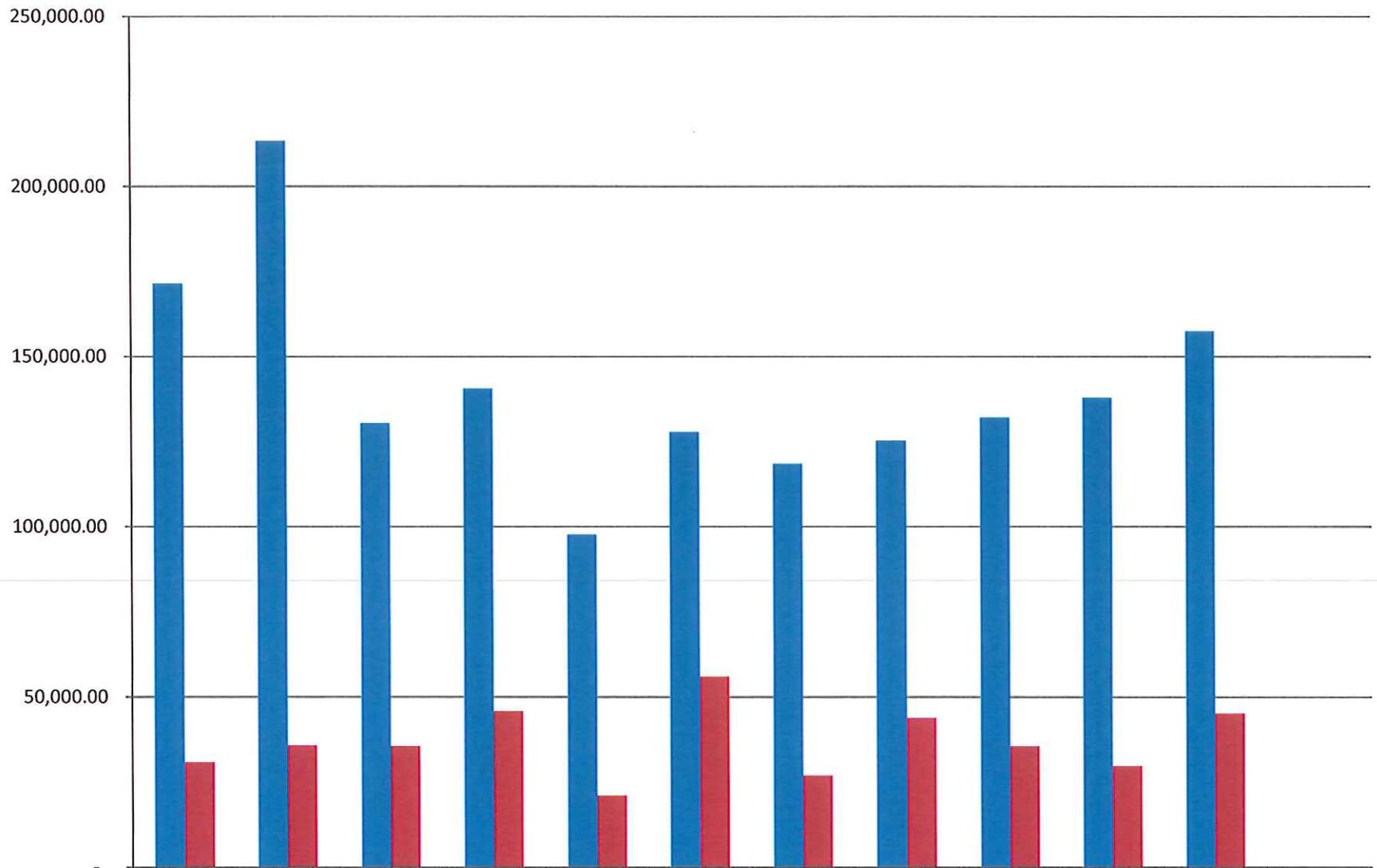
33

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

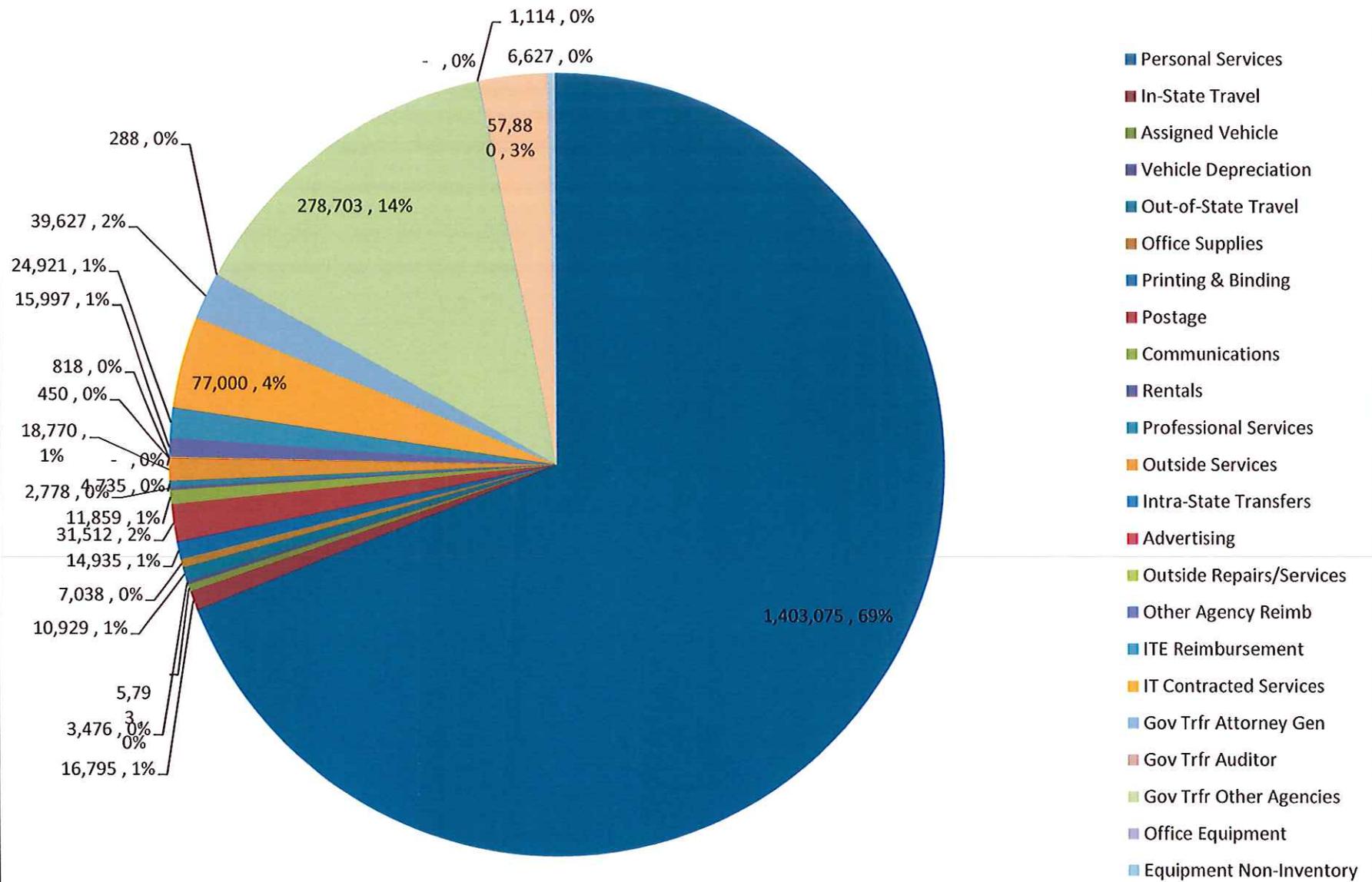
	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
BOEE Beginning Cash Balance	570,694	1,176,209	1,156,232	1,047,214	923,038	695,115	465,146	999,099	751,217	186,971	5,130	-	34,116
State Appropriation													40,974
Total Revenues	1,958,932	2,139,088	2,151,248	2,165,193	2,102,941	2,072,492	2,026,630	2,066,128	1,919,330	1,882,229	1,672,430	860,357	846,559
Total Expenditures	1,938,925	2,744,602	2,131,271	2,056,175	1,978,765	1,844,569	1,796,661	2,600,081	1,671,448	1,317,983	1,418,113	855,227	880,675
Surplus (Shortage)	20,006	(605,515)	19,977	109,018	124,176	227,923	229,969	(533,953)	247,882	564,246	254,317	5,130	40,974
BOEE Ending Cash Balance	590,701	570,694	1,176,209	1,156,232	1,047,214	923,038	695,115	465,146	999,099	751,217	186,971	5,130	-
Percentage Change	4%	-51%	2%	10%	13%	33%	49%	-53%	33%	302%	3545%		

Total Revenue (BoEE and General Fund)	31,818,074.67
BoEE Revenue	23,863,556.00
General Fund Revenue	7,954,518.67
Average Yearly Expenses	1,774,630.69
Number of Years of Average Expenditures	4.48
Average Yearly Appropriation	112,833.33
Average Yearly Expenses Less Appropriations	1,661,797.35
Number of Years of Average Expenditures	4.79

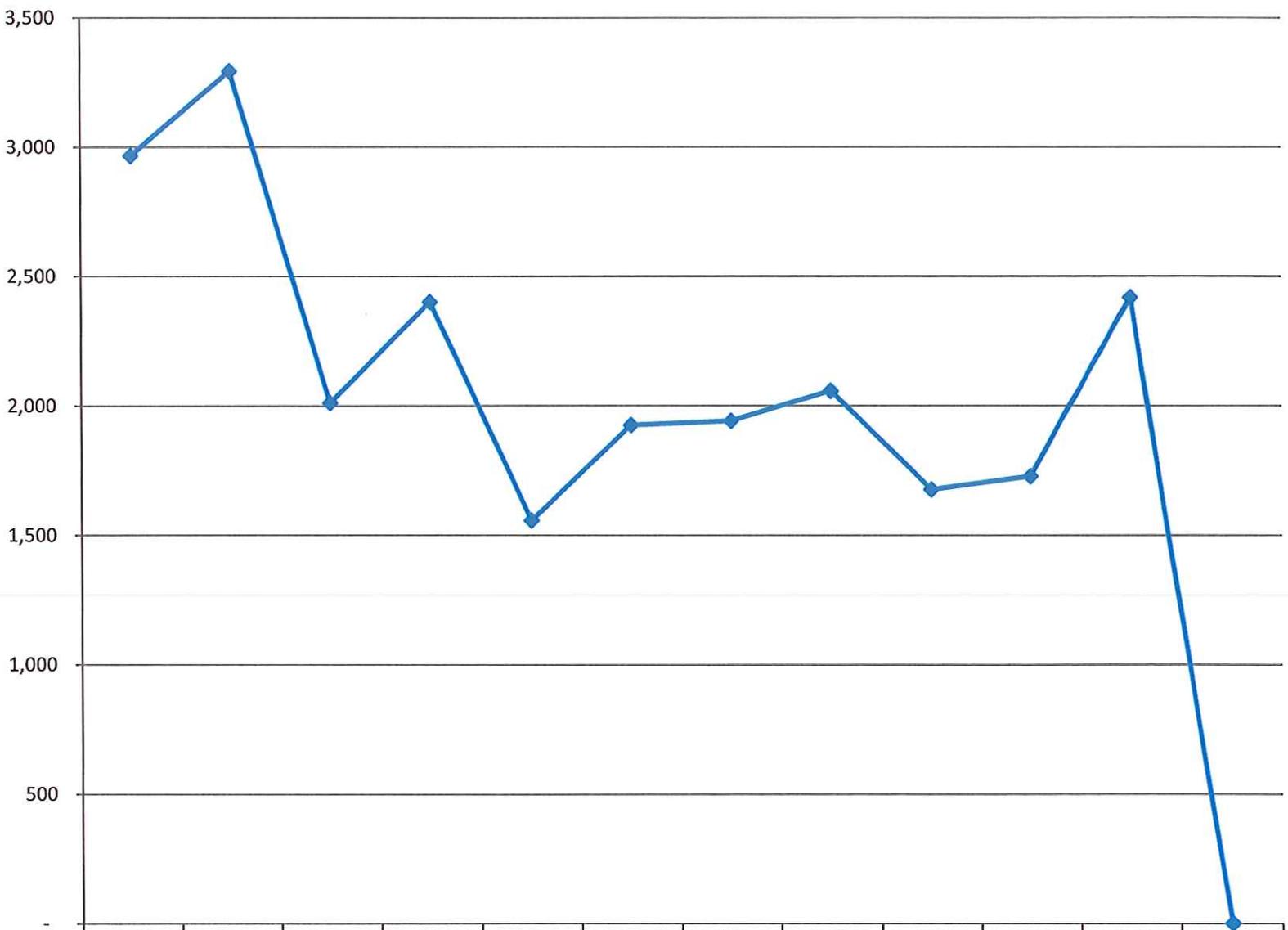
## Receipts July 2015-June 2016



## Expenditures July 2015-June 2016

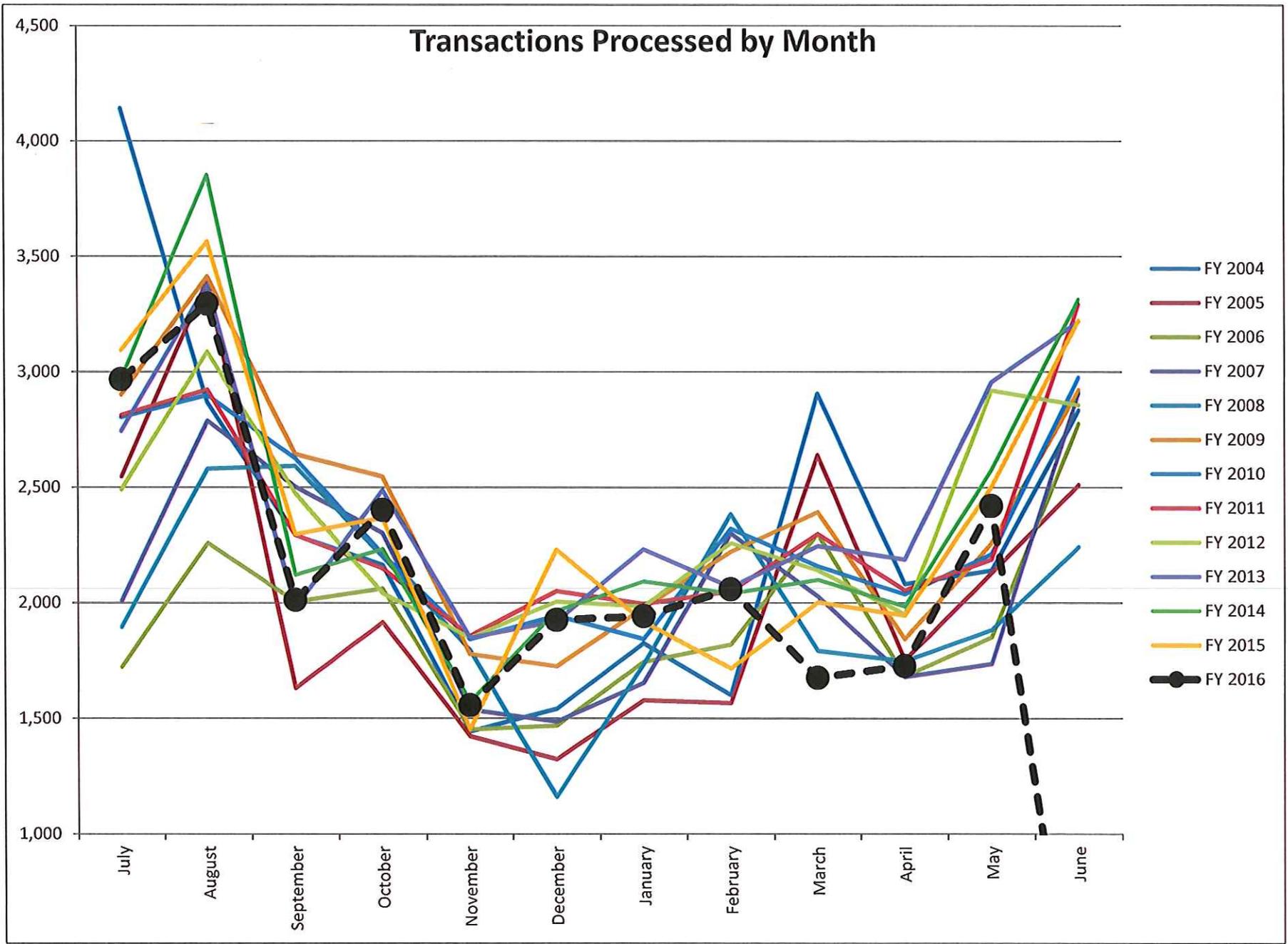


### Total # of Transactions FY16



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total # Licenses Issued	2,967	3,294	2,012	2,402	1,557	1,926	1,942	2,058	1,676	1,727	2,419	-

# Transactions Processed by Month



FY 16 Balance Sheet / Cash Flow Chart

Licensure Fees (orgn 9397)	July 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jun+30	Jun+60	Total
<b>Receipts</b>															
Brought Fwd from 14	100,000.00	470,693.41	-	-	-	-	-	-	-	-	-	-	-	-	570,693
Carry Fwd to 16												(100,000.00)	(100,000.00)	-	(100,000)
234 Gov Transfer in Other Agcy		85.00			105.00			6.25							196
401 Licensure Fees	171,398.25	213,417.75	130,405.50	140,603.25	97,661.25	127,788.00	118,476.75	125,262.00	132,042.00	137,917.50	157,436.25				1,552,409
704 DCI Check Fee	30,793.00	35,840.00	35,630.00	45,806.00	21,008.00	55,975.00	26,911.00	43,917.00	35,542.00	29,727.00	45,178.00				406,327
BoEE Total Receipts	202,191.25	249,342.75	166,035.50	186,409.25	118,774.25	183,763.00	145,387.75	169,185.25	167,584.00	167,644.50	202,614.25	-	-	-	1,958,932
401 Licensure Fees (GenFund)	56,611.75	70,545.25	43,083.50	46,501.75	32,234.75	42,201.00	38,992.25	41,266.00	43,343.00	45,314.50	51,794.75				511,889
<b>Expenditures</b>															
101 Personal Services	65,311.23	123,266.77	192,171.67	102,614.16	120,348.74	117,139.97	125,175.83	111,383.19	181,995.05	96,085.09	117,583.71	50,000.00	50,000.00		1,403,075
202 In-State Travel	-	1,125.61	908.61	2,920.59	1,625.05	492.20	1,843.25	2,895.58	1,205.93	963.11	2,814.98	-	-	-	16,795
203 Assigned Vehicle	-	149.15	131.35	409.08	528.46	315.69	232.66	159.57	416.30	223.69	227.34	3,000.00	3,000.00		5,793
204 Vehicle Depreciation	-	360.00	360.00	360.00	360.00	360.00	360.00	360.00	360.00	160.00	160.00	276.00	276.00		3,476
205 Out-of-State Travel	1,669.64	-	(354.43)	3,795.70	590.50	537.53	420.00	1,314.46	-	2,595.40	-	360.00	360.00		10,929
301 Office Supplies	5,222.46	8.28	10.75	220.16	111.48	-	1,031.04	36.03	98.89	128.55	22.18	150.00	150.00		7,038
309 Printing & Binding	1,284.81	-	396.92	3,910.10	2,041.50	2,723.70	434.20	99.10	28.00	1,029.25	2,987.75	-	-		14,935
313 Postage	-	3,817.71	3,440.84	3,218.89	3,195.30	2,131.84	2,607.87	2,698.04	2,470.05	2,494.47	2,086.62	3,350.00	3,350.00		31,512
401 Communications	-	1,108.02	1,163.28	1,164.44	1,114.71	1,113.60	1,104.93	1,136.03	1,055.98	1,067.17	1,108.87	722.00	722.00		11,859
402 Rentals	2,128.06	-	75.00	75.00	-	-	-	-	-	-	500.00	-	-		2,778
405 Professional Services	40.00	168.90	50.00	523.11	913.68	(26.41)	-	1,136.22	153.04	545.53	451.07	780.00	780.00		4,735
406 Outside Services	-	-	6,475.02	1,317.81	2,062.00	2,467.25	2,126.98	565.90	2,029.63	751.29	863.84	110.00	110.00		18,770
407 Intra-State Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-		-
408 Advertising	-	-	-	54.56	-	-	-	-	-	395.00	-	-	-		450
409 Outside Repairs/Services	428.97	-	-	145.38	-	-	101.03	-	-	142.54	-	-	-		818
414 Other Agency Reimb	-	44.00	13,950.81	44.00	44.00	724.50	42.00	37.00	717.50	39.00	47.86	306.00	306.00		15,997
416 ITE Reimbursement	-	3,345.20	2,476.53	2,954.79	1,962.16	3,689.18	1,593.54	1,464.56	1,678.48	1,520.63	1,535.87	2,700.00	2,700.00		24,921
418 IT Contracted Services	-	-	30,000.00	-	-	-	-	-	47,000.00	-	-	-	-		77,000
432 Gov Trfr Attorney Gen	-	-	6,690.74	3,694.81	3,558.86	3,379.53	4,867.19	3,396.65	-	6,706.94	3,382.16	3,950.00	3,950.00		39,627
433 Gov Trfr Auditor	-	-	-	-	116.88	-	-	113.67	-	57.23	-	-	-		288
434 Gov Trfr Other Agencies	-	-	44,514.00	21,270.22	47,204.88	13,771.00	30,627.75	525.00	41,142.00	20,068.00	29,579.88	30,000.00	30,000.00		278,703
502 Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-		-
503 Equipment Non-Inventory	-	-	-	-	-	1,114.00	-	-	-	-	-	-	-		1,114
510 IT Equipment & Software	18,713.00	-	31,607.07	27.02	319.08	-	753.51	3,910.25	-	2,550.33	-	-	-		57,880
602 SWICAP/Other Expense	-	-	49.70	1,923.62	49.90	946.71	581.47	(85.00)	855.79	732.04	1,083.17	490.00	490.00		6,627
Total Expenditures	94,798.17	133,393.64	334,117.86	150,643.44	186,147.18	150,880.29	173,903.25	131,146.25	281,206.64	138,253.26	164,435.30	96,194.00	96,194.00		2,035,119
Excess (Deficiency) of															
Revenue over Expenditures	107,393.08	115,949.11	(168,082.36)	35,765.81	(67,477.93)	32,882.71	(28,515.50)	38,032.75	(113,622.64)	29,391.24	38,178.95	(96,194.00)	(96,194.00)		(76,299)
Beginning Cash Balance	100,000.00	207,393.08	794,035.60	625,953.24	661,719.05	594,346.12	627,228.83	598,713.33	636,752.33	523,129.69	552,520.93	590,699.88	494,505.88		-
Ending Cash Balance	207,393.08	794,035.60	625,953.24	661,719.05	594,346.12	627,228.83	598,713.33	636,752.33	523,129.69	552,520.93	590,699.88	494,505.88			(76,168)

June +30 expenses are anticipated expenses

Licensure Fee Receipts by Accounting Source and Month SFY 15

Acct	Class	Description	July 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jun+30	Jun+60	Total
		Brought Fwd not included															
I53	234	Licensure Fees % - Other Agcy	-	85.00	-	-	105.00	-	-	6.25	-	-	-	-	-	-	196.25
I54	401	Licensure Fees %	171,398.25	213,417.75	130,405.50	140,603.25	97,661.25	127,788.00	118,476.75	125,262.00	132,042.00	137,917.50	157,436.25	-	-	-	1,552,408.50
I54	704	DCI Check Fee	30,793.00	35,840.00	35,630.00	45,806.00	21,008.00	55,975.00	26,911.00	43,917.00	35,542.00	29,727.00	45,178.00	-	-	-	406,327.00
Gen Fund	234	Licensure Fees % - Other Agcy	-	30.00													30.00
Gen Fund	401	Licensure Fees	58,611.75	70,545.25	43,083.50	46,501.75	32,234.75	42,201.00	38,992.25	41,268.00	43,343.00	45,314.50	51,794.75	-	-	-	511,888.50
		Net Receipts	<u>258,803.00</u>	<u>319,918.00</u>	<u>209,119.00</u>	<u>232,911.00</u>	<u>151,009.00</u>	<u>225,964.00</u>	<u>184,380.00</u>	<u>210,451.25</u>	<u>210,927.00</u>	<u>212,959.00</u>	<u>254,409.00</u>	-	-	-	<u>2,470,850.25</u>
0914	401	Refunds	238.00	1,070.00	636.00	1,226.00	1,854.00	877.00	1,025.00	-	1,211.00	1,061.00	2,152.00				11,350.00

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

	Total Obligations FY-To-Date	SY 16 Spending Plan	Budget Balance	Percent of Budget Received /Spent
<b>Resources:</b>				
Balance Forward	\$ 570,693	\$ 1,176,209		
Receipts				
Salary adj				
401 Fees, Lic. & Permits	\$ 1,552,409	\$ 1,735,513		
704 Other	\$ 406,327	\$ 360,000		
<b>Total Resources:</b>	<b>\$ 2,529,429</b>	<b>\$ 3,271,722</b>	<b>\$ 1,312,987</b>	<b>60%</b>
<i>(Total Revenue)</i>	<u><u>\$ 1,958,736</u></u>			
<b>Expenditures:</b>				
101 Personal Services	\$ 1,403,075	\$ 1,569,574	\$ 166,499	89%
202 In-State Travel	\$ 16,795	\$ 25,000	\$ 8,205	67%
203 Assigned Vehicle	\$ 5,793	\$ 5,000	\$ (793)	116%
204 Vehicle Depreciation	\$ 3,476	\$ 4,000	\$ 524	87%
205 Out-of-State Travel	\$ 10,929	\$ 20,000	\$ 9,071	55%
301 Office supplies	\$ 7,038	\$ 12,000	\$ 4,962	59%
309 Printing & Binding	\$ 14,935	\$ 15,000	\$ 65	100%
313 Postage	\$ 31,512	\$ 38,000	\$ 6,488	83%
401 ICN/Communications	\$ 11,859	\$ 15,000	\$ 3,141	79%
402 Rentals	\$ 2,778	\$ 3,500	\$ 722	79%
405 Professional Services	\$ 4,735	\$ 26,000	\$ 21,265	18%
406 Outside Services	\$ 18,770	\$ 5,000	\$ (13,770)	375%
407 Trans to Other agency	\$ -	\$ -	\$ -	#DIV/0!
408 Advertising	\$ 450	\$ 3,000	\$ 2,550	15%
409 Outside Repairs/Ser	\$ 818	\$ 4,000	\$ 3,182	20%
414 Other Agency Reimb	\$ 15,997	\$ 12,000	\$ (3,997)	133%
416 ITD Reimbursement	\$ 24,921	\$ 22,000	\$ (2,921)	113%
418 IT Contracted services	\$ 77,000	\$ 36,000	\$ (41,000)	214%
432 Gov Transfer AG	\$ 39,627	\$ 41,000	\$ 1,373	97%
433 Gov Transfer Auditor	\$ 288	\$ 8,000	\$ 7,712	4%
434 Gov Trans Other Agency	\$ 278,703	\$ 360,000	\$ 81,297	77%
501/ Equipment Inventory	\$ -	\$ 102,500	\$ 102,500	0%
503 Equipment Non-Inven	\$ 1,114	\$ 3,100	\$ 1,986	36%
510 IT Equipment	\$ 57,880	\$ 60,000	\$ 2,120	96%
602 SWICAP	\$ 6,627	\$ 20,000	\$ 13,373	33%
705 Refunds	\$ 11,350	\$ 9,300	\$ (2,050)	122%
<b>Carryover</b>		\$ -		
<b>Expenditure Subtotal</b>	<b>\$ 2,046,469</b>	<b>\$ 2,418,974</b>	<b>\$ 372,505</b>	<b>85%</b>
<i>Revenue Less Expenditures</i>	<u><u>\$ (87,734)</u></u>			

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

FY 2015 Actual Revenue for each License Issued

### Number of Transactions Processed by Month

Record Year in Green

	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
FY 2016	2,967	3,294	2,012	2,402	1,557	1,926	1,942	2,058	1,676	1,727	2,419	0	23,980
Running Total	2,967	6,261	8,273	10,675	12,232	14,158	16,100	18,158	19,834	21,561	23,980	23,980	
FY 2015	3,095	3,564	2,297	2,368	1,452	2,230	1,918	1,717	2,003	1,946	2,505	3,224	28,319
Running Total	3,095	6,659	8,956	11,324	12,776	15,006	16,924	18,641	20,644	22,590	25,095	28,319	
FY 2014	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	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	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	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	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	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	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	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	1,722	2,259	2,005	2,062	1,452	1,469	1,744	1,820	2,299	1,683	1,851	2,776	23,142
Running Total	1,722	3,981	5,986	8,048	9,500	10,969	12,713	14,533	16,832	18,515	20,366	23,142	
FY 2005	2,547	3,394	1,631	1,916	1,423	1,324	1,579	1,567	2,640	1,753	2,130	2,511	24,415
Running Total	2,547	5,941	7,572	9,488	10,911	12,235	13,814	15,381	18,021	19,774	21,904	24,415	
FY 2004	4,142	2,867	2,293	2,164	1,443	1,541	1,825	1,600	2,906	2,082	2,141	2,834	27,838
Running Total	4,142	7,009	9,302	11,466	12,909	14,450	16,275	17,875	20,781	22,863	25,004	27,838	
Proj FY16 for Budget	2,544	3,103	2,288	2,229	1,673	1,753	1,887	2,068	2,191	1,897	2,292	2,931	27,281
Running Total	2,544	5,647	7,935	10,164	11,837	13,590	15,476	17,544	19,735	21,632	23,925	26,856	

FY 2015 Actual Number of Transactions Processed per Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Prof Adm - Online	9	10	11	9	10	12	19	4	14	8	13		119
Duplicate Lic - Online	33	37	19	17	13	22	20	31	27	25	23		267
Late Fees - online	14	17	5	6	2	3	9	3	1	3	6		69
Master Ed - Online	139	147	80	71	80	96	133	107	118	85	128		1,184
Prof Service License	22	13	11	9	8	3	9	1	4	6	16		47
Standard Lic - Online	213	223	131	126	114	128	203	151	152	149	172		1,762
Background - Renewal Online	NA	NA	233	215	212	239	364	263	288	248	329	0	2,391
Background	430	401	488	508	252	628	260	473	182	270	300		4,172
Background - Renewal			671	621	556	553	688	719	703	705	1024		6,240
Initial Teacher Lic	143	182	324	337	111	500	170	413	142	280	426		3,028
Extended initial	16	29	16	17	20	27	36	39	36	37	27		300
Standard License	369	318	259	220	171	169	243	241	225	195	412		2,822
Master Ed	187	213	164	140	113	133	193	162	153	185	189		1,832
Professional Adm	50	23	23	19	18	25	20	2	0	1	1		182
Authorization Extension	0	0	0	269	218	190	172	183	160	130	131		1,453
Coach Authorization	347	464	213	115	105	88	118	85	99	84	84		1,802
Substitute License	144	163	144	157	134	108	102	97	65	38	28		1,180
Substitute Auth	79	94	119	87	49	92	137	95	108	105	262		1,227
Endorsement	173	288	80	15	1	4	17	5	10	7	13		613
Duplicate Lic	27	40	13	43	37	36	53	68	60	68	89		534
Tx Evaluation	186	143	59	406	145	76	58	116	79	42	46		1,356
Late Payment	73	194	89	32	23	27	17	13	2	27	23		520
Out-of-state T or A	126	75	29	0	1	1	0	0	0	0	0		232
Out-of-country	0	0	12	7	13	21	20	13	16	19	16		137
BTW Driving Instr	10	7	4	45	39	47	67	41	44	62	61		427
Class A	149	94	55	13	5	2	4	8	3	1	3		337
Executive Director Decision	13	53	6	127	49	18	21	24	23	32	91		457
Class B	196	310	93	18	5	11	6	7	3	12	19		680
Class E	35	40	4	0	0	1	0	0	1	0	3		84
Class G	3	12	3	0	1	0	1	1	0	0	0		21
Coach Auth Extend	7	9	0	3	5	4	2	4	4	2	3		43
Evaluator License	0	6	3	3	4	1	3	4	3	4	3		34
Renew Evaluator License	1	2	0	0	0	0	1	1	0	0	1		6
Initial Admn Lic	9	58	15	17	9	19	20	23	14	12	11		207
Extended initial Adm	1	1	0	2	1	3	1	1	0	2	2		14
Renew Initial Administrator	5	2	3	4	0	1	1	6	2	2	3		29
Convert Initial Administrator	5	10	2	1	0	0	3	7	8	3	7		46
Renew Professional Administrator	11	19	3	1	1	0	13	22	25	14	14		123
Extend Professional Administrator	1	4	0	1	0	1	2	5	2	0	2		18
Administrator Exchange	8	2	3	4	2	2	1	3	4	7	6		42
Extend Administrator Exchange	0	1	1	0	0	0	0	0	0	2	0		4
Convert Administrator Exchange	0	0	0	0	0	0	0	4	5	0	1		10
Class B Administrator	4	1	4	3	0	0	0	1	1	2	2		18
Add Endorsement to Admin	0	0	0	0	0	0	0	0	0	0	0		0
CTE Authorization	2	2	3	0	0	0	0	2	0	1	2		12
Initial CTE Authorization	4	1	0	0	0	2	0	0	1	0	0		8
Paraeducator	128	81	37	31	24	41	26	29	17	47	34		495
Paraeducator Add Concentration	19	14	7	1	3	1	2	0	2	0	6		55
Orientation and Mobility Specialist	1	0	0	0	0	0	0	0	0	0	0		1
Statement of Professional Recognition	29	36	22	16	16	10	12	14	9	11	20		195
Teacher Intern License	11	3	0	0	0	0	0	0	0	0	4		18
Initial Prof Service	4	10	4	1	0	0	2	7	5	13	12		58
Professional Service	22	20	10	11	7	7	8	7	8	14	21		135
PSL - Class A	3	2	0	0	1	1	1	0	0	3	0		11
PSL - Class B	0	0	0	0	0	0	0	0	0	0	0		0
IPREP-Portfolio Review	0	1	0	1	0	0	0	0	0	0	0		2
SBO	21	27	23	28	17	21	20	22	21	17	12		229
Native Language Authorization	0	2	0	1	1	0	0	0	0	0	0		4
SAM	0	0	0	6	4	1	2	0	2	0	0		15
IJAG Authorization	0	1	0	0	1	0	0	2	1	0	0		5
Activities Admin. Auth.	2	1	0	0	1	1	0	0	0	0	0		5
Over Payment	3	12	5	8	3	4	3	7	6	5	1		57
<b>Total # Licenses Issued</b>	<b>2,967</b>	<b>3,294</b>	<b>2,012</b>	<b>2,402</b>	<b>1,557</b>	<b>1,926</b>	<b>1,942</b>	<b>2,058</b>	<b>1,676</b>	<b>1,727</b>	<b>2,419</b>	<b>-</b>	<b>23,727</b>
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued

FY 2015 Actual Revenue for each Transaction Processed

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Rev
Prof Adm - Online	\$ 1,936	\$ 1,144	\$ 978	\$ 801	\$ 890	\$ 1,068	\$ 1,691	\$ 356	\$ 1,246	\$ 712	\$ 1,157		\$ 11,979
Duplicate Lic - Online	\$ 594	\$ 666	\$ 342	\$ 306	\$ 234	\$ 396	\$ 360	\$ 558	\$ 486	\$ 450	\$ 414		\$ 4,806
Late Fees - online	\$ 650	\$ 1,200	\$ 150	\$ 775	\$ 75	\$ 75	\$ 350	\$ 175	\$ 50	\$ 200	\$ 175		\$ 3,875
Master Ed - Online	\$ 12,232	\$ 12,936	\$ 7,118	\$ 6,319	\$ 7,120	\$ 8,544	\$ 11,837	\$ 9,523	\$ 10,502	\$ 7,565	\$ 11,392		\$ 66,483
Prof Service License	\$ 792	\$ 880	\$ 979	\$ 712	\$ 712	\$ 267	\$ 801	\$ 89	\$ 356	\$ 534	\$ 1,424		\$ 7,546
Standard Lic - Online	\$ 18,744	\$ 19,624	\$ 11,659	\$ 11,214	\$ 10,146	\$ 11,392	\$ 18,067	\$ 13,439	\$ 13,528	\$ 13,261	\$ 15,308		\$ 156,382
<b>Background - Renewal Online</b>													
Background	\$ 27,891.00	\$ 29,852.00	\$ 35,095.00	\$ 38,076.00	\$ 18,930	\$ 47,080	\$ 19,490	\$ 35,510	\$ 13,630	\$ 20,285	\$ 22,535		\$ 308,374
<b>Background - Renewal</b>													
Background - Renewal	\$ 27,891.00	\$ 29,852.00	\$ 35,095.00	\$ 38,076.00	\$ 18,930	\$ 47,080	\$ 19,490	\$ 35,510	\$ 13,630	\$ 20,285	\$ 22,535		\$ 308,374
Initial Teacher Ic	\$ 12,165.00	\$ 15,460.00	\$ 6,710.00	\$ 27,540.00	\$ 28,644.00	\$ 9,435	\$ 42,500	\$ 14,450	\$ 35,080	\$ 12,070	\$ 23,800		\$ 257,354
Extended Initial	\$ 400.00	\$ 725.00	\$ 400.00	\$ 425.00	\$ 500	\$ 675	\$ 900	\$ 975	\$ 900	\$ 925	\$ 675		\$ 7,500
Standard License	\$ 31,366.00	\$ 27,030.00	\$ 21,991.00	\$ 18,700.00	\$ 14,535	\$ 14,390	\$ 20,635	\$ 20,510	\$ 19,125	\$ 16,595	\$ 35,020		\$ 239,897
Master Ed	\$ 15,911.00	\$ 18,105.00	\$ 13,940.00	\$ 11,900.00	\$ 9,605	\$ 11,305	\$ 16,405	\$ 13,770	\$ 13,005	\$ 15,725	\$ 16,065		\$ 155,736
Professional Adm	\$ 4,262.00	\$ 1,955.00	\$ 1,955.00	\$ 1,615.00	\$ 1,530	\$ 2,125	\$ 1,700	\$ 170	\$ -	\$ 85	\$ 85		\$ 15,482
Coach Authorization	\$ 29,520.00	\$ 39,425.00	\$ 18,135.00	\$ 22,890.00	\$ 18,565	\$ 16,150	\$ 14,620	\$ 15,555	\$ 13,600	\$ 11,050	\$ 11,135		\$ 210,645
Substitute License	\$ 12,245.00	\$ 13,855.00	\$ 12,240.00	\$ 9,775.00	\$ 8,925	\$ 7,480	\$ 10,030	\$ 7,245	\$ 8,415	\$ 7,140	\$ 7,140		\$ 104,490
Substitute Auth	\$ 6,717.00	\$ 7,990.00	\$ 10,115.00	\$ 13,345.00	\$ 11,390	\$ 9,180	\$ 8,670	\$ 8,245	\$ 5,525	\$ 3,230	\$ 2,360		\$ 66,787
Endorsement	\$ 8,650.00	\$ 14,400.00	\$ 4,000.00	\$ 4,350.00	\$ 2,450	\$ 4,600	\$ 6,850	\$ 4,749	\$ 5,400	\$ 5,250	\$ 13,100		\$ 73,799
Duplicate Lic	\$ 405.00	\$ 600.00	\$ 195.00	\$ 225.00	\$ 15	\$ 60	\$ 255	\$ 75	\$ 150	\$ 105	\$ 195		\$ 2,280
Tx Evaluation	\$ 11,135.00	\$ 8,580.00	\$ 3,540.00	\$ 2,573.00	\$ 2,220	\$ 2,160	\$ 3,180	\$ 4,080	\$ 3,610	\$ 4,075	\$ 5,340		\$ 50,493
Late Payment	\$ 1,834.00	\$ 4,844.00	\$ 2,215.00	\$ 10,147.00	\$ 3,615	\$ 1,890	\$ 1,440	\$ 2,905	\$ 1,980	\$ 1,055	\$ 1,150		\$ 33,076
Out-of-state T or A	\$ 10,741.00	\$ 6,380.00	\$ 2,465.00	\$ 2,720.00	\$ 1,930	\$ 2,295	\$ 1,445	\$ 1,105	\$ 170	\$ 2,295	\$ 1,955		\$ 33,501
Out-of-country	\$ -	\$ -	\$ 1,020.00	\$ -	\$ 85	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,190
BTW Driving Instr	\$ 400.00	\$ 280.00	\$ 160.00	\$ 280.00	\$ 520	\$ 840	\$ 800	\$ 520	\$ 640	\$ 760	\$ 640		\$ 5,840
Class A	\$ 12,675.00	\$ 7,990.00	\$ 4,675.00	\$ 3,825.00	\$ 3,315	\$ 3,995	\$ 5,695	\$ 3,465	\$ 3,740	\$ 5,270	\$ 5,195		\$ 59,660
Executive Director Decision	\$ 1,105.00	\$ 4,505.00	\$ 510.00	\$ 1,105.00	\$ 425	\$ 170	\$ 340	\$ 680	\$ 255	\$ 85	\$ 255		\$ 9,435
Class B	\$ 16,635.00	\$ 26,350.00	\$ 7,905.00	\$ 10,795.00	\$ 4,165	\$ 1,530	\$ 1,785	\$ 2,040	\$ 1,955	\$ 2,755	\$ 7,770		\$ 83,685
Class E	\$ 5,295.00	\$ 5,936.00	\$ 600.00	\$ 2,710.00	\$ 715	\$ 1,695	\$ 900	\$ 1,079	\$ 430	\$ 1,865	\$ 2,895		\$ 24,120
Class G	\$ 255.00	\$ 1,010.00	\$ 255.00	\$ -	\$ -	\$ 85	\$ -	\$ -	\$ 85	\$ -	\$ 255		\$ 1,945
Authorization Extension	\$ -	\$ -	\$ -	\$ -	\$ 85	\$ -	\$ 85	\$ 85	\$ -	\$ -	\$ -		\$ 255
Coach Auth Extend	\$ 280.00	\$ 360.00	\$ -	\$ 120.00	\$ 200	\$ 160	\$ 80	\$ 160	\$ 160	\$ 80	\$ 120		\$ 1,720
Evaluator License	\$ -	\$ 510.00	\$ 255.00	\$ 255.00	\$ 340	\$ 85	\$ 255	\$ 340	\$ 255	\$ 340	\$ 255		\$ 2,890
Renew Evaluator License	\$ 86.00	\$ 170.00	\$ -	\$ -	\$ -	\$ -	\$ 85	\$ 85	\$ -	\$ -	\$ 85		\$ 511
Initial Adm Lic	\$ 765.00	\$ 4,930.00	\$ 1,275.00	\$ 1,445.00	\$ 765	\$ 1,615	\$ 1,700	\$ 1,955	\$ 1,190	\$ 1,020	\$ 935		\$ 17,595
Extended Initial Adm	\$ 85.00	\$ 85.00	\$ -	\$ 170.00	\$ 85	\$ 255	\$ 85	\$ 85	\$ 25	\$ 170	\$ 170		\$ 1,215
Renew Initial Administrator	\$ 426.00	\$ 170.00	\$ 255.00	\$ 340.00	\$ -	\$ 85	\$ 85	\$ 510	\$ 170	\$ 170	\$ 255		\$ 2,466
Convert Initial Administrator	\$ 425.00	\$ 850.00	\$ 170.00	\$ 85.00	\$ -	\$ -	\$ 255	\$ 595	\$ 680	\$ 255	\$ 595		\$ 3,910
Renew Professional Administrator	\$ 935.00	\$ 1,615.00	\$ 255.00	\$ 85.00	\$ 85	\$ -	\$ 1,105	\$ 1,870	\$ 2,125	\$ 1,190	\$ 1,190		\$ 10,455
Extend Professional Administrator	\$ 85.00	\$ 340.00	\$ -	\$ 85.00	\$ -	\$ 85	\$ 170	\$ 425	\$ 170	\$ -	\$ 170		\$ 1,530
Administrator Exchange	\$ 680.00	\$ 170.00	\$ 255.00	\$ 340.00	\$ 170	\$ 170	\$ 85	\$ 255	\$ 340	\$ 595	\$ 510		\$ 3,570
Extend Administrator Exchange	\$ -	\$ 85.00	\$ 85.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170	\$ -		\$ 340
Convert Administrator Exchange	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340	\$ 425	\$ -	\$ 85		\$ 850
Class B Administrator	\$ 340.00	\$ 85.00	\$ 340.00	\$ 255.00	\$ -	\$ -	\$ -	\$ 85	\$ 85	\$ 170	\$ 170		\$ 1,530
Add Endorsement to Admin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
CTE Authorization	\$ 170.00	\$ 170.00	\$ 255.00	\$ -	\$ -	\$ -	\$ 170	\$ -	\$ 85	\$ 85	\$ 170		\$ 1,020
Initial CTE Authorization	\$ 340.00	\$ 85.00	\$ -	\$ -	\$ -	\$ 170	\$ -	\$ -	\$ 85	\$ -	\$ -		\$ 680
Paraeducator	\$ 5,122.00	\$ 3,240.00	\$ 1,495.00	\$ 1,240.00	\$ 960	\$ 1,640	\$ 1,040	\$ 1,160	\$ 680	\$ 1,880	\$ 1,360		\$ 19,817
Paraeducator Add Concentration	\$ 475.00	\$ 350.00	\$ 175.00	\$ 25.00	\$ 75	\$ 25	\$ 50	\$ -	\$ 50	\$ -	\$ 150		\$ 1,375
Orientation & Mobility Specialist	\$ 85.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 85
Statement of Professional Recognition	\$ 2,465.00	\$ 3,060.00	\$ 1,870.00	\$ 1,360.00	\$ 1,360	\$ 850	\$ 1,020	\$ 1,190	\$ 765	\$ 935	\$ 1,700		\$ 16,575
Teacher Intern License	\$ 1,355.00	\$ 295.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340		\$ 1,990
Initial Professional Service	\$ 340.00	\$ 850.00	\$ 340.00	\$ 85.00	\$ -	\$ -	\$ 170	\$ 595	\$ 425	\$ 1,095	\$ 1,020		\$ 4,920
Professional Service	\$ 1,872.00	\$ 1,700.00	\$ 850.00	\$ 935.00	\$ 595	\$ 595	\$ 680	\$ 595	\$ 680	\$ 1,190	\$ 1,785		\$ 11,477
PSL - Class A	\$ 255.00	\$ 170.00	\$ -	\$ -	\$ 85	\$ 85	\$ 85	\$ -	\$ -	\$ 255	\$ -		\$ 935
PSL - Class B	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
IPREP-Portfolio Review	\$ -	\$ 375.00	\$ -	\$ 440.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 815
SBO	\$ 1,786.00	\$ 2,295.00	\$ 1,955.00	\$ 2,380.00	\$ 1,445	\$ 1,785	\$ 1,700	\$ 1,870	\$ 1,785	\$ 1,445	\$ 1,020		\$ 19,466
Native Language Authorization	\$ -	\$ 170.00	\$ -	\$ 85.00	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 340
SAM	\$ -	\$ -	\$ -	\$ 510.00	\$ 340	\$ 85	\$ 170	\$ -	\$ 170	\$ -	\$ -		\$ 1,275
IJAG	\$ -	\$ 85.00	\$ -	\$ -	\$ 85	\$ -	\$ -	\$ 170	\$ 85	\$ -	\$ -		\$ 425
Activities Admin. Auth.	\$ 170.00	\$ 85.00	\$ -	\$ -	\$ 85	\$ 85	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 425
Over Payment	\$ 89.00	\$ 76.00	\$ 139.00	\$ 119.00	\$ 81.00	\$ 81.00	\$ 14.00	\$ 420.00	\$ 17.00	\$ 110.00	\$ 10.00		\$ 1,158.00
<b>Grand Total</b>	\$ 263,188	\$ 294,098	\$ 200,817	\$ 215,207	\$ 139,529	\$ 200,441	\$ 172,303	\$ 195,597	\$ 141,923	\$ 156,932	\$ 212,584		\$ 2,154,412
<b>Background Total</b>	\$ 27,891	\$ 29,852	\$ 35,768	\$ 38,697	\$ 19,466	\$ 47,633	\$ 20,178	\$ 36,229	\$ 14,333	\$ 20,990	\$ 23,559		\$ 314,614
<b>BoEE Revenue</b>	\$ 176,471	\$ 198,165	\$ 123,768	\$ 132,383	\$ 90,032	\$ 114,606	\$ 114,094	\$ 119,526	\$ 95,693	\$ 101,957	\$ 142,069		\$ 1,379,849
<b>General Fund Total</b>	\$ 58,824	\$ 66,062	\$ 41,263	\$ 44,128	\$ 30,011	\$ 38,202	\$ 33,031	\$ 39,842	\$ 31,688	\$ 47,356	\$ -		\$ 459,950
<b>BoEE+GenFund</b>	\$ 235,295	\$ 264,245	\$ 165,051	\$ 176,510	\$ 120,043	\$ 152,803	\$ 152,125	\$ 159,368	\$ 127,590	\$ 135,942	\$ 169,425		\$ 1,839,788
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued

## ADOPTION MEMO

**Date:** June 17, 2016

**To:** Board Members

**From:** Duane T. Magee, Executive Director

**RE:** Amend IAC 282 Chapter 18

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The following revisions represent clean-up language (temporary permits), an adjustment of the experience requirement to reflect the same language as used for superintendents, and striking language that included different endorsements and requirements for out-of-state applicants.

These proposed changes were published in the March 16<sup>th</sup> edition of the Iowa Administrative Bulletin as ARC 2454C. A public hearing took place on April 6, 2016. There were no attendees at the public hearing. The board received one written comment in opposition to the proposed experience requirement change from Tammy Wawro, president of the Iowa State Education Association, on behalf of the members of the association.

## 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 18, “Issuance of Administrator Licenses and Endorsements,” Iowa Administrative Code.

The proposed amendments clarify language regarding temporary permits for administrators, adjust the experience requirement for an initial administrator license to mirror the experience requirement for superintendent licensure, correct conflicting language regarding the administrative experience required for superintendents, and strike language setting forth different endorsements and requirements for out-of-state candidates.

Any interested person may make written comments or suggestions on the proposed amendments before 4 p.m. on Friday, April 8, 2016. Written comments and suggestions should be addressed to Kim Cunningham, Board Secretary, Board of Educational Examiners, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa 50319; or sent by e-mail to [kim.cunningham@iowa.gov](mailto: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, April 6, 2016, 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, 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 rule 282—18.1(272) as follows:

**282—18.1(272) All applicants desiring an Iowa administrator license.**

**18.1(1) Administrator licenses.** Administrator licenses are issued upon application filed on a form provided by the board of educational examiners and upon completion of the background check requirements set forth in rule 282—13.1(272).

**18.1(2) Temporary permits.** ~~The executive director may issue a temporary permit to an applicant for any type of license, certification, or authorization issued by the board, after receipt of a fully completed application, including certification from the applicant of completion of the Praxis II examination, if required; determination that the applicant meets all applicable prerequisites for issuance of the license, certification, or authorization; and satisfactory evaluation of the Iowa criminal history background check.~~

~~The temporary permit shall serve as evidence of the applicant’s authorization to hold a position in Iowa schools, pending the satisfactory completion of the national criminal history background check and~~

the board's receipt of verification of completion of the Praxis II examination. The temporary permit shall expire upon issuance of the requested license, certification, or authorization or 90 days from the date of issuance of the permit, whichever occurs first, unless the temporary permit is extended upon a finding of good cause by the executive director.

The executive director may issue a temporary permit to an applicant for any type of license, certification, or authorization issued by the board, after receipt of a fully completed application; determination that the applicant meets all applicable prerequisites for issuance of the license, certification, or authorization; and satisfactory evaluation of the Iowa criminal history background check. The temporary permit shall serve as evidence of the applicant's authorization to hold a position in Iowa schools, pending the satisfactory completion of the national criminal history background check. The temporary permit shall expire upon issuance of the requested license, certification, or authorization or 90 days from the date of issuance of the permit, whichever occurs first, unless the temporary permit is extended upon a finding of good cause by the executive director.

ITEM 2. Amend subrule 18.4(4) as follows:

**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 or has three years of professional service and administrative experience provided that at least two years are professional service experience and one year is administrative experience, all while holding a valid license; 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 human relations, cultural competency, diverse learners and reading instruction set forth in 281—subrules 79.15(2) and 79.15(3); and
- f. Has completed the professional education core in 281—paragraphs 79.15(5) “b” to “k”; and
- g. Has completed an evaluator approval program.

ITEM 3. Amend rule 282—18.8(272) as follows:

**282—18.8(272) Specific requirements for a Class B license.** A nonrenewable Class B license valid for two years may be issued to an individual under the following conditions:

**18.8(1) Endorsement in progress.** The individual has a valid Iowa teaching license but is seeking to obtain an administrator endorsement. A Class B license may be issued if requested by an employer and the individual seeking this endorsement has completed at least 75 percent of the requirements leading to completion of all requirements for this endorsement.

**18.8(2) Experience requirement.**

a. **Principal endorsement.** For the principal endorsement, ~~three years of teaching experience must have been met before application for the Class B license~~ the applicant must meet the experience requirement set forth in subparagraph 18.9(1) “c”(1).

b. **Superintendent endorsement.** For the superintendent endorsement, ~~three years of teaching experience and three years as a building principal or other PK-12 districtwide or intermediate agency experience are acceptable for becoming a superintendent, and must have been met before application for the Class B license~~ the applicant must meet the experience requirement set forth in subrule 18.10(3).

**18.8(3) Request for exception.** Rescinded IAB 2/23/11, effective 3/30/11.

ITEM 4. Amend rule 282—18.9(272) as follows:

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

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

a. and b. No change.

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 or have had three years of teaching and administrative experience provided that at least two years are teaching experience and one year is administrative experience, all while holding a valid license.

(2) Graduates from out-of-state institutions who are seeking initial Iowa licensure and the PK-12 principal and PK-12 supervisor of special education endorsement must meet the coursework requirements for the standard an Iowa teaching license in addition to the experience requirements.

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

~~a. Authorization. The holder of this endorsement is authorized to serve as a principal of programs serving children from birth through grade eight.~~

~~b. Program requirements.~~

~~(1) Degree master's.~~

~~(2) Content: Completion of a sequence of courses and experiences which may have been a part of, or in addition to, the degree requirements.~~

~~1. Knowledge of early childhood, elementary, and early adolescent level administration, supervision, and evaluation.~~

~~2. Knowledge and skill related to early childhood, elementary, and early adolescent level curriculum development.~~

~~3. Knowledge of child growth and development from birth through early adolescence and developmentally appropriate strategies and practices of early childhood, elementary, and early adolescence, to include an observation practicum.~~

~~4. Knowledge of family support systems, factors which place families at risk, child care issues, and home school community relationships and interactions designed to promote parent education, family involvement, and interagency collaboration.~~

~~5. Knowledge of school law and legislative and public policy issues affecting children and families.~~

~~6. Planned field experiences in early childhood and elementary or early adolescent school administration.~~

~~7. Completion of evaluator training component.~~

~~8. Competencies: Completion of a sequence of courses and experiences which may have been a part of, or in addition to, the degree requirements. A school administrator is an educational leader who promotes the success of all students by accomplishing the following competencies.~~

~~• Facilitates the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.~~

~~• Advocates, nurtures, and sustains a school culture and instructional program conducive to student learning and staff professional growth.~~

~~• Ensures management of the organization, operations, and resources for a safe, efficient, and effective learning environment.~~

~~• Collaborates with families and community members, responds to diverse community interests and needs, and mobilizes community resources.~~

~~• Acts with integrity, fairness, and in an ethical manner.~~

~~• Understands, responds to, and influences the larger political, social, economic, legal, and cultural context.~~

~~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.

~~a.—Authorization.~~ The holder of this endorsement is authorized to serve as a principal in grades five through twelve.

~~b.—Program requirements.~~

~~(1)—Degree—master's.~~

~~(2)—Content: Completion of a sequence of courses and experiences which may have been a part of, or in addition to, the degree requirements.~~

~~1.—Knowledge of early adolescent and secondary-level administration, supervision, and evaluation.~~

~~2.—Knowledge and skill related to early adolescent and secondary-level curriculum development.~~

~~3.—Knowledge of human growth and development from early adolescence through early adulthood, to include an observation practicum.~~

~~4.—Knowledge of family support systems, factors which place families at risk, and home-school community relationships and interactions designed to promote parent education, family involvement, and interagency collaboration.~~

~~5.—Knowledge of school law and legislative and public policy issues affecting children and families.~~

~~6.—Planned field experiences in early adolescence or secondary school administration.~~

~~7.—Completion of evaluator training component.~~

~~8.—Competencies: Completion of a sequence of courses and experiences which may have been a part of, or in addition to, the degree requirements. A school administrator is an educational leader who promotes the success of all students by accomplishing the following competencies.~~

~~• Facilitates the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community.~~

~~• Advocates, nurtures, and sustains a school culture and instructional program conducive to student learning and staff professional growth.~~

~~• Ensures management of the organization, operations, and resources for a safe, efficient, and effective learning environment.~~

~~• Collaborates with families and community members, responds to diverse community interests and needs, and mobilizes community resources.~~

~~• Acts with integrity, fairness, and in an ethical manner.~~

~~• Understands, responds to, and influences the larger political, social, economic, legal, and cultural context.~~

~~e.—Other.~~ The applicant must have had three years of teaching experience at the secondary level (5-12) while holding a valid license.

ITEM 5. Amend subrule 18.11(2) as follows:

**18.11(2) Program requirements.**

a. to c. No change.

d. *Experience.* An applicant must have ~~three years of administrative experience as a PK-12 principal or PK-12 supervisor of special education~~ meet the experience requirement set forth in 18.10(3).

e. No change.

Cunningham, Kim [BOEE]

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**From:** Hickman, Christy [IA] <Christy.Hickman@isea.org>  
**Sent:** Friday, April 08, 2016 12:04 PM  
**To:** Cunningham, Kim [BOEE]  
**Cc:** Hickman, Christy [IA]; Wawro, Tammy [IA]  
**Subject:** ISEA Comment on ARC 2454C  
**Attachments:** ISEA Comment on ARC 2454C 4 8 16.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Ms. Cunningham,

On behalf of ISEA President Tammy Wawro, I am forwarding a comment on Notice of Intended Action, ARC 2454C. The comment is attached.

Thank you for your assistance.

Best regards,  
Christy Hickman

Christy A.A. Hickman  
Staff Counsel  
Iowa State Education Association  
777 Third Street  
Des Moines, Iowa 50309  
(PH) 515-471-8004  
(FAX) 515-471-8017  
christy.hickman@isea.org



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Iowa State Education Association  
1000 East 19th Street  
Des Moines, IA 50319-0147  
515-281-2200

April 8, 2016

Iowa Board of Educational Examiners  
c/o Kim Cunningham, Board Secretary  
Grimes State Office Bldg.  
400 East 14<sup>th</sup> St.  
Des Moines, IA 50319-0147

Dear Members of the Iowa Board of Educational Examiners:

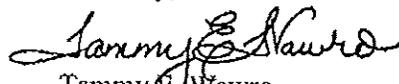
On behalf of the members of the Iowa State Education Association, I am writing in opposition to the proposed rule which will lower current standards for administrative licensure, *Notice of Intended Action*, ARC 2454C. Currently, principals must have a minimum of three years of classroom experience in order to qualify for an administrative license. The proposal would reduce the minimum to two years of teaching in the classroom environment. Because we believe the current experience requirement is essential to effectively prepare principals for their responsibilities, we hope you reject the proposal.

Principals today are "leaders of learning" who must be prepared to "develop a team delivering effective instruction." *The School Principal as Leader: Guiding Schools to Better Teaching and Learning*, Perspective, The Wallace Foundation, pg. 6, January 2013. Leading educational scholar, Linda Darling Hammond, describes an effective principal as one who functions as a "principal teacher" committed to "focusing on instruction along with and by the side of teachers - not top down mandates and edicts." *Id.* pg. 18. There is no better preparation for the role of "principal teacher" than classroom teaching experience. By departing from standards of rigorous preparation and meaningful classroom experience, we may expand the field of potential administrators, but we do so at the expense of the school community and student achievement.

Our enduring focus in Iowa is providing a good quality education to all students. As our leaders of instruction, principals are central to a positive school environment and high student achievement. The current proposal fails to reflect our commitment to high educational standards for administrators.

Thank you for your consideration.

Sincerely,

  
Tammy E. Wawro  
President

Students  
& Parents



Schools Teachers

**PENDING MEMO**

**Date: June 17, 2016**

**To: Board Members**

**From: Duane T. Magee, Executive Director**

**RE: IAC 282 Rule 25.3(3): Misrepresentation, falsification of information - Discussion**

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In light of the judicial review ruling in case number 13-76 regarding Standard III of the Code of Professional Conduct and Ethics, the board has directed its counsel to draft a potential revision to that standard such that copying of identified test items would clearly be an ethical violation. Below is a proposed revision to the standard.

**25.3(3) Standard III—misrepresentation, falsification of information.** Violation of this standard includes:

*a. through d.:* No change

*e.* Falsifying or deliberately misrepresenting or omitting material information regarding the evaluation of students or personnel, ~~including improper administration of any standardized tests, including, but not limited to, changing test answers, providing test answers, copying or teaching identified test items, or using inappropriate accommodations or modifications for such tests.~~

*f.* Negligent, knowing, or intentional improper administration of any standardized tests, including, but not limited to, changing test answers, providing test answers, copying or teaching identified test items, or using inappropriate accommodations or modifications for such tests.

## DISCUSSION MEMO

**Date:** June 17, 2016

**To:** Board Members

**From:** Duane T. Magee, Executive Director

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

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

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

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

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

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

*a. Training.*

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

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

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

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

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

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

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

DTM/JT

## DISCUSSION MEMO

**Date:** June 17, 2016

**To:** Board Members

**From:** Duane T. Magee, Executive Director

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

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

### 24.4(8)

#### *Autism Spectrum Disorder*

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

- a. **Foundations:** Under the supervision of a licensed education professional the paraeducator will:
  1. Demonstrate an understanding of the components of education plans (IEP, BIP, FBA, 504)
  2. Identify common characteristics of students with autism spectrum disorder (communication, social, restricted interest and behavior) and how they compare to typical children.
  
- b. **Learning environment:** Under the supervision of a licensed education professional the paraeducator will:
  1. Assist in structuring the environment to meet the needs of students with autism spectrum disorder.
  2. Implement schedules and educational programs prescribed by the licensed teacher with integrity.
  
- c. **Content and instruction:** Under the supervision of a licensed education professional the paraeducator will:
  1. Implement the educational/academic/communication accommodations/adaptations/supports assigned by a teacher.
  2. Provide opportunities for students with autism spectrum disorders to initiate and respond to interaction in large and small interactions in academic settings.

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

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

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

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

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

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

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

## DISCUSSION MEMO

**Date:** June 17, 2016

**To:** Board Members

**From:** Duane T. Magee, Executive Director

**RE:** Amend IAC 282 Chapter 22

---

This updated administrative rule language adds CPR certification as a requirement for the coaching authorization and renewal, and reflects 2016 changes to Iowa Code 272.31 to add a transitional coaching authorization.

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

**22.1(1)** *no change.*

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

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

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

**(7) Current certificate of CPR certification.**

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

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

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

**(4) Current certificate of CPR certification.**

### **282—22.2 (272) Transitional coaching authorization**

**22.2(1) Application process.** Any person interested in the transitional coaching authorization shall submit a complete application verifying the requirements listed below. Application materials are available from the board of educational examiners online at <http://www.boee.iowa.gov/>.

**22.2(2) Requirements.** Applicants for the transitional coaching authorization shall have completed each of the following requirements:

*a.* verification that the applicant has not completed the coursework required for a coaching authorization.

*b.* verification of an offer of a coaching position by a school or a consortium of schools who will additionally verify that:

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

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

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

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

*d.* successful completion of an approved child and dependent adult abuse mandatory reporter training.

*c.* successful completion of a nationally recognized concussion in youth sports training course.

*d.* verification that the applicant has attained a minimum age of 21 years.

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

**22.2(3) Validity.** The transitional coaching authorization shall be valid for no more than one year and is valid only in the school or consortium of schools making the original offer of the coaching position.

**22.1(4) Renewal.** The transitional coaching authorization is non-renewable.

**22.1(5) Revocation and suspension.** Criteria of professional practice and rules of the board of educational examiners shall be applicable to the holders of the transitional coaching authorization. An ethics complaint may be filed if a practitioner begins coaching a sport without current concussion training.

## DISCUSSION MEMO

**Date:** June 17, 2016

**To:** Board Members

**From:** Duane T. Magee, Executive Director

**RE:** Amend IAC 282 Chapter 13

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This updated administrative rule language reflects the following:

- 2016 changes to Iowa Code 272.28 to allow applicants to move from the initial to the standard license using various preschool settings
- adds an additional year to the regional-exchange license to allow more time for applicants to complete required coursework
- strikes language removing old language for endorsement 100 PK-3 Including Special Education
- adds CPR training as a requirement for the coaching endorsement
- updates the coursework and work experience requirements for the multi-occupational endorsement

**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. no change.

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 while holding a valid license within the applicant's approved endorsement area(s). In lieu of completion of an Iowa state-approved mentoring and induction program, the applicant must provide evidence of three years' successful teaching experience while holding a valid license within the applicant's approved endorsement area(s) in an Iowa nonpublic school or three years' successful teaching experience in an out of state K-12 educational setting at any of the following:

a. An accredited nonpublic school in this state.

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

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

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

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

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

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

**13.17(1) Teacher exchange license.**

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

(1)-(3) no change.

b. no change.

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

**Rescinded.**

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

a. no change.

b. *Program requirements.*

(1)-(4) no change.

(5) Successful completion of the concussion training approved by the Iowa High School Athletic Association or Iowa Girls High School Athletic Union; **and**

**(6) Current certificate of CPR certification.**

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

**a. Four thousand hours of career and technical experience in two or more ~~occupations~~ careers, or**

**b. One thousand hours of work experience or externships in two or more careers and two or more years of teaching experience at the PK-12 level.**

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

Date: June 17, 2016

To: Board Members

From: Darcy Hathaway

Re: Reminders regarding petitions for waiver

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

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

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

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

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

## **Petition for Waiver**

**Name:** Kelly Goyen

**License:** Goyen does not currently hold any certification from the BoEE.

**Reason for Waiver:** Goyen requests a waiver of the assessment requirement for licensure. She attended Graceland University, an Iowa teacher preparation program, at its campus in Independence, Missouri. She has been unable to pass the required Praxis exam.

**Rule Citation:**

Rule 282—13.5(1), cited in Goyen’s petition, requires completion of an approved teacher preparation program for Iowa teacher licensure. Administrative rules promulgated by the Iowa Department of Education require passing scores on certain delineated assessments as a condition of completing a teacher preparation program. These Department of Education rules are required by Iowa Code section 256.16.

**Staff recommendation:** Deny the waiver

**Rationale:** The Board does not have legal authority to waive rules promulgated by other agencies, or rules that are required by statute. The rule that is preventing Goyen from obtaining Iowa licensure is under the umbrella of the Iowa Department of Education, and that rule is required by Iowa Code.

**Hardship:** Goyen presents information in her petition related to hardship.

**Prejudice to Others:** Goyen states in her petition that she does not believe granting the waiver would cause prejudice to the rights of others. The Board has not previously granted a waiver of the assessment requirement for candidates who attended an Iowa teacher preparation, because it does not have legal authority to do so.

**Safety and welfare of others:** The petition argues this factor is met. However, the Board must find *all* factors are met in order to grant a waiver.

Date: June 17, 2016

To: Board Members

From: Darcy Hathaway

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:** Richard Gibson

**License:** Folder # 1027823

Gibson applied for a substitute authorization and was denied on or about May 9, 2016.

**Reason for Waiver:** The rule for the substitute authorization requires a baccalaureate degree from a regionally accredited institution. Gibson does not meet this requirement. He does hold a master's degree from Lake Forest College in Illinois, which is regionally accredited.

**Rule Citation:**

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

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

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

**Staff recommendation:** Grant the waiver

**Rationale:** The Board has previously granted several requests for waiver of the substitute authorization rule to individuals who have a bachelor's degree from a college that is accredited by a religious accrediting agency, or a master's or doctoral degree. Gibson completed 62 credits as an Industrial Education major at UNI. He has taught adult education classes and served as a paraeducator in Indiana and Iowa.

**Hardship:** Gibson states denial of the waiver would impose an undue hardship based on his experience and coursework. He would like to earn more money than he is currently able to earn as a paraeducator.

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

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

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

## APPROVAL MEMO

**Date: June 17, 2016**

**To: Board Members**

**From: Duane T. Magee, Executive Director**

**RE: CTE Authorizations**

The BoEE staff is recommending that the board revise the approved list to include these Career and Technical Education authorization areas identified by the National Association of State Directors of Career Technical Education Consortium (NASDCTEc). Below is a description, which can be found on NASDCTEc's web site: <http://www.careertech.org/who-we-are>

The National Association of State Directors of Career Technical Education Consortium (NASDCTEc) was established in 1920 to represent the state and territory heads of secondary, postsecondary and adult Career Technical Education (CTE) across the nation. NASDCTEc's vision is to support an innovative CTE system that prepares individuals to succeed in education and their careers and poises the United States to flourish in a global, dynamic economy through leadership, advocacy and partnerships. - See more at: <https://careertech.org/vision>

Here are the recommended CTE Authorization areas (\*\*Change from 2015 Approval, ++BoEE Additions/changes):

<u>CTE Cluster</u>	<u>Area(s)</u>	<u>Corresponding CTE Teaching Endorsement #</u>	<u>Courses Approved to Teach</u>
<i>Agriculture: Food and Natural Resources</i>	<b>Agribusiness</b>	5-12 Agribusiness	Agribusiness, Crop Management, Ag Marketing, Livestock Buying/Selling, Agricultural Sales
<i>Agriculture: Food and Natural Resources</i>	<b>Power Structure-Ag. Mechanics</b>	387 5-12 Small Engine Repair, 368 5-12 Welding	Ag Welding, Tractor Repair, **GPS Technician
<i>Agriculture: Food and Natural Resources</i>	<b>Plant Systems</b>	384 5-12 Horticulture	All Horticulture, Crop Management, Plant Genetics, Greenhouse Management, Golf Course Horticulture, Forestry
<i>Agriculture: Food and Natural Resources</i>	<b>Crop and Animal Production</b>	383- 5-12 Production Ag	Plant Production, Animal Production
<i>Agriculture: Food and Natural Resources</i>	<b>Animal Systems</b>	5-12 Animal Systems ++5-12 Aquarium Science	Animal Production, Animal Genetics, Aquaculture, ++Aquarium science

<b><u>CTE Cluster</u></b>	<b><u>Area(s)</u></b>	<b><u>Corresponding CTE Teaching Endorsement #</u></b>	<b><u>Courses Approved to Teach</u></b>
<i>Agriculture: Food and Natural Resources</i>	<b>Veterinarian Occupations</b>	5-12 Veterinarian Occupations	Veterinarian Occupations
<i>Agriculture: Food and Natural Resources</i>	<b>Food Products &amp; Processing</b>	5-12 Food Products & Processing	Aquaculture, Meat Grading
<i>Agriculture: Food and Natural Resources</i>	<b>Natural Resource/ Environmental Systems</b>	5-12 Environmental Systems	Wind Power, Water Quality Monitoring, Fisheries, Intro to Fish & Game Enforcement, Environment Health & Safety, Solid Waste Disposal, Environmental Engineering
<i>Architecture, Construction, and Manufacturing</i>	<b>Building Trades</b>	370 5-12 Building Trades, 372 5-12 Carpentry	Carpentry, Framing, Drywall, Concrete, Roofing
<i>Architecture, Construction, and Manufacturing</i>	<b>Masonry</b>	5-12 Masonry	Masonry
<i>Architecture, Construction, and Manufacturing</i>	<b>Cabinet Making</b>	379 5-12 Cabinet Making	Cabinet Making, ** Woodwork finishing
<i>Architecture, Construction, and Manufacturing</i>	<b>Electrical</b>	377 5-12 Electricity	Electricity, Wiring, Circuits, Energy/Power, ++ AC/DC
<i>Architecture, Construction, and Manufacturing</i>	<b>HVAC</b>	370 5-12 Building Trades, 362 5-12 Refrigeration/Air Conditioning	Power Systems, Refrigeration, Air Conditioning, Heating Systems, Cooling Systems, Renewable Energy Installation, Energy Efficiency
<i>Architecture, Construction, and Manufacturing</i>	<b>Plumbing</b>	370 5-12 Building Trades, 362 5-12 Refrigeration/Air Conditioning	Plumbing, Plumbing and Heating, AC Plumbing and Heating
<i>Architecture, Construction, and Manufacturing</i>	<b>Maintenance</b>	342 5-12 Building and Home Maintenance	Hazardous Materials, Building and Home Maintenance
<i>Architecture, Construction, and Manufacturing</i>	<b>Drafting</b>	356 5-12 Drafting - Architectural, 355 5-12 Drafting - Machine, 354 5-12 Drafting	Graphic Arts, Drafting/Machining, Architectural Drafting

<b><u>CTE Cluster</u></b>	<b><u>Area(s)</u></b>	<b><u>Corresponding CTE Teaching Endorsement #</u></b>	<b><u>Courses Approved to Teach</u></b>
<i>Architecture, Construction, and Manufacturing</i>	<b>Metals</b>	371 5-12 Machine Shop, 368 5-12 Welding	Sheet Metal, Welding
<i>Manufacturing</i>	<b>Tool and Die</b>	371 5-12 Machine Shop	Intro to Tool & Die Making, Machine Shop
<i>Manufacturing</i>	<b>Machine Drafting</b>	355 5-12 Drafting - Machine	Machine Drafting, ** CAD
<i>Manufacturing, **Construction</i>	<b>CAD</b>	356 5-12 Drafting - Architectural, 355 5-12 Drafting - Machine, 354 5-12 Drafting	CAD Design & Software
<i>Manufacturing</i>	<b>**Industrial, Electrical, Chemical, Mechanical Engineering</b>	338 5-12 Electrical Engineering 5-12 Chemical Engineering 5-12 Mechanical Engineering	Electrical Engineering Engineering in Manufacturing, **piping, **sprinkler systems, **mechanical systems
<i>Manufacturing</i>	<b>Electronics</b>	350 5-12 Electronics	Electronics, ++Data board assembly
<i>Manufacturing</i>	<b>Architecture</b>	356 5-12 Drafting - Architectural	Building Design
<i>Manufacturing</i>	<b>Logistics &amp; Inventory Control</b>	5-12 Logistics and Inventory Control	Logistics and Inventory Control, **Warehouse management
<i>Transportation</i>	<b>Automotive Repair</b>	350 5-12 Electronics, 373 5-12 Auto Mechanics	Auto Mechanics, Auto Parts Specialist, Mechanic Technology, Electric/Hybrid Technology
<i>Transportation</i>	<b>Auto Body Repair</b>	366 5-12 Auto Body Repair	Auto Body, Parts Specialist
<i>Transportation</i>	<b>Diesel Repair</b>	357 5-12 Diesel Mechanics	Diesel Mechanics
<i>Transportation</i>	<b>Boat, Motorcycle, Snowmobile, Lawnmower &amp; ATV Repair</b>	387 5-12 Small Engine Repair	Small Engine Repair
<i>Arts, AV, Technology &amp; Communication</i>	<b>Journalism</b>	369 5-12 Graphic Arts, 343 5-12 Printing/Publishing	Communication Technology, Commercial Photography, Video Broadcasting
<i>Arts, AV, Technology &amp; Communication</i>	<b>Photography</b>	5-12 Photography	++Intro to Photography, **Digital Photography, **Layout & Editing
<i>Arts, AV, Technology &amp; Communication</i>	<b>Software Systems</b>	348 5-12 Computer Servicing Technology	Computer Technology, Computer Maintenance, **Computer programming, ++Gaming systems

<b><u>CTE Cluster</u></b>	<b><u>Area(s)</u></b>	<b><u>Corresponding CTE Teaching Endorsement #</u></b>	<b><u>Courses Approved to Teach</u></b>
<i>Arts, AV, Technology &amp; Communication</i>	<b>Hardware (IT) Development and Maintenance</b>	348 5-12 Computer Servicing Technology, 377 5-12 Electricity	Computer Technology, Computer Maintenance, **CISCO
<i>Arts, AV, Technology &amp; Communication</i>	<b>Computer Programming</b>	348 5-12 Computer Servicing Technology, 352 5-12 Data Programming, ++5-12 Data Processing	Computer Technology, Computer Maintenance, Business Programming, **Computer Programming, ++Gaming systems
<i>Arts, AV, Technology &amp; Communication</i>	<b>Information Management</b>	352 5-12 Data Programming, 353 5-12 Data Processing, ++348 5-12 Computer Servicing Technology	Business Computer Applications, Business Programming, **Computer Programming
<i>Arts, AV, Technology &amp; Communication</i>	<b>Web Page Design</b>	369 5-12 Graphic Arts	Commercial Graphic Design Communication Technology
<i>Arts, AV, Technology &amp; Communication</i>	<b>Multi Media Presentation or Graphic Design</b>	369 5-12 Graphic Arts	Commercial Graphic Design Communication Technology
<i>Arts, AV, Technology &amp; Communication</i>	<b>Printing Press Operation</b>	343 5-12 Printing/Publishing ++369 5-12 Graphic Arts	Printing Technology, **Publishing, **Layout, **Editing
<i>Arts, AV, Technology &amp; Communication</i>	<b>Radio &amp; TV</b>	380 5-12 Radio & TV	Broadcasting Technology, **Producing
<i>Arts, AV, Technology &amp; Communication</i>	<b>Telecommunications</b>	380 5-12 Radio & TV	Broadcasting Technology
<i>Health Care Occupations</i>	<b>Certified Nursing Assistant</b>	385 5-12 Practical Nursing	Medical Terminology, Health care for the elderly (**Gerontology), **dental terminology, **surgical terminology, **vision care
<i>Health Care Occupations</i>	<b>Health Occupations</b>	299 5-12 General Health Occupations, ++ 382 Health Care Occupations	Health Occupations, **Optometric assistant, ** Dental assistant, **CNA
<i>Health Care Occupations</i>	<b>Biotechnology</b>	5-12 Biotechnology	Biotechnology
<i>Health Care Occupations</i>	<b>Health Care Management</b>	299 5-12 General Health Occupations	Health Occupations, **Hospital administration, **Nursing center administration
<i>Health Care Occupations</i>	<b>Pharmacy</b>	5-12 Pharmacy	Pharmacy Assisting Pharmacology, **Pharmacy technician
<i>Health Care Occupations</i>	<b>Emergency Medical Services</b>	5-12 Emergency Medical Services	Emergency Medical Services
<i>Health Care Occupations</i>	<b>Hair and Personal Care</b>	378 5-12 Cosmetology	Hairstyling, Barbering, Nail, Facial
<i>Health Care Occupations</i>	<b>Medical Terminology</b>	299 5-12 General Health Occupations	Medical Terminology

<b><u>CTE Cluster</u></b>	<b><u>Area(s)</u></b>	<b><u>Corresponding CTE Teaching Endorsement #</u></b>	<b><u>Courses Approved to Teach</u></b>
<i>Education/Human Services</i>	<b>Elementary/Secondary Ed</b>	5-12 Elementary or Secondary Education	Intro to Education
<i>Education/Human Services</i>	<b>Early Childhood, Pre-school, Day Care</b>	388 5-12 Career FCS - Child Care	Care of Young Children, **Child Development
<i>Business, Management, Finance &amp; Banking</i>	<b>Careers in Business</b>	305 5-1 2 Multi-Occupations ++ 5-12 Business All	Careers, School-to-work
<i>Business, Management, Finance &amp; Banking</i>	<b>General-Business ++Office</b>	5-12 General Office	Business Career Explorations, Office Procedures, Office Services
<i>Business, Management, Finance &amp; Banking</i>	<b>Actuarial Services</b>	5-12 Actuarial Science	Actuarial Science, **Accounting
<i>Marketing</i>	<b>Marketing</b>	5-12 Marketing	Advertising, Branding, Market Research, Sales, Merchandising, **Product Planning
<i>Marketing</i>	<b>Entrepreneurship</b>	5-12 Entrepreneurship	Entrepreneurship, **Business start-ups, **Entrepreneurial services
<i>Finance</i>	<b>Finance</b>	Banking & investment occupations	Investing, Personal Finance, **Careers in finance: Loan officer, Mortgage broker, Financial planner, Credit analyst
<i>Finance</i>	<b>Insurance</b>	Insurance occupations	basics of insurance, **Careers in insurance; Broker, Agent, Underwriter, Appraiser
<i>Science, Technology, Engineering &amp; Math</i>	<b>Engineering</b>	338 5-12 Electrical Engineering 5-12 Chemical Engineering 5-12 Mechanical Engineering 5-12 Engineering – Civil 5-12 Engineering (other)	Intro to Engineering
<i>Science, Technology, Engineering &amp; Math</i>	<b>Robotics</b>	355 5-12 Drafting – Machine 350 5-12 Electronics	Robotics
<i>Aviation</i>	<b>Aviation Technology</b>	345 5-12 Aviation Technology	Flight Training
<i>Aviation</i>	<b>Aviation Mechanic</b>	365 5-12 Airframe Mechanic	Airplane Mechanics, Aircraft Airframe
<i>Law &amp; Public Safety</i>	<b>Protective Services</b>	360 Law Enforcement	Law Enforcement, Military Science

<b><u>CTE Cluster</u></b>	<b><u>Area(s)</u></b>	<b><u>Corresponding Teaching Endorsement #</u></b>	<b><u>Courses Approved to Teach</u></b>
<i>Law &amp; Public Safety</i>	<b>Wildlife &amp; Game Enforcement</b>	360 Law Enforcement	Wildlife Enforcement
<i>Law &amp; Public Safety</i>	<b>Corrections</b>	360 Law Enforcement	Corrections
<i>Law &amp; Public Safety</i>	<b>ROTC</b>	374 5-12 Military Science	Intro to Military Science, ROTC Drill, Military Leadership
<i>Law &amp; Public Safety</i>	<b>Careers in Fire Response Services</b>	5-12 Fire Fighting	Fire Fighting
<i>Law &amp; Public Safety</i>	<b>Careers in Legal Services</b>	5-12 Legal Services	Legal Services, **Careers in legal services; Attorney, Paralegal, Court reporter, Clerk of court
<i>Hospitality &amp; Tourism</i>	<b>Lodging Careers</b>	339 5-12 Hospitality and Tourism	Tourism, Topics in Lodging, **Facilities management
<i>Hospitality &amp; Tourism</i>	<b>Restaurant, Food and Beverage</b>	389 5-12 Career FCS - Food Service	Hospitality
<i>Hospitality &amp; Tourism</i>	<b>Food Service</b>	389 5-12 Career FCS - Food Service	Intro to Restaurant; Food and Beverage, **Food service management
<i>Hospitality &amp; Tourism</i>	<b>Food Preparation &amp; Presentation</b>	363 5-12 Culinary Arts	Food Preparation, **Catering, **Baking
<i>Hospitality &amp; Tourism</i>	<b>Travel &amp; Tourism</b>	339 5-12 Hospitality and Tourism	Travel & Tourism
<i>Hospitality &amp; Tourism</i>	<b>Recreation, Amusement and Travel</b>	339 5-12 Hospitality and Tourism	Recreation & Amusement
<i>Hospitality &amp; Tourism</i>	<b>Clothing</b>	390 5-12 Career FCS - Fashion Merchandising	Fashion Merchandising