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1 stipulation and settlement submitted by the parties and issue an order
2 incorporating the agreement of the parties and imposing the agreed-upon
3 sanction. Roll call vote: Haigh – yes; Henderson – yes; Robinson – recuse;
4 Wellborn – yes; Paulsen – yes; Duehr – yes; Seeland – yes; Chen – yes; Smith –
5 yes; Aboud – yes; and Jeffrey – yes. **MOTION CARRIED.**

6

7 Greg Robinson moved, with a second by Jacqueline Wellborn, that in **case**
8 **number 05-24**, In the Matter of: Logan Peitscher, the Board accept the
9 stipulation and settlement submitted by the parties and issue an order
10 incorporating the agreement of the parties and imposing the agreed-upon
11 sanction. Roll call vote: Haigh – yes; Henderson – yes; Robinson – yes;
12 Wellborn – yes; Paulsen – yes; Duehr – yes; Seeland – yes; Chen – yes; Smith –
13 no; Aboud – no; and Jeffrey – yes. **MOTION CARRIED.**

14

15 William Haigh moved, with a second by Greg Robinson, that in **case number**
16 **05-23**, In the Matter of Steven Rex Shirk, the Board initiate review of the
17 proposed decision to examine whether the proposed sanction is appropriate in
18 light of the findings. Roll call vote: Aboud – yes; Smith – yes; Chen – yes;
19 Seeland – no; Duehr – yes; Paulsen – yes; Wellborn – yes; Robinson – yes;
20 Henderson – yes; Haigh – yes; and Jeffrey – yes. **MOTION CARRIED.**

21

22 Jacqueline Wellborn moved, with a second by Greg Robinson, that in **case**
23 **numbers 06-07, 06-08, 06-09 and 06-10**, the Board find that, although one or
24 more of the allegations in the complaint may be substantiated by the witnesses
25 interviewed in the course of the investigation, and the allegations may
26 constitute a technical violation of the board’s statute or administrative rules,
27 the evidence before the board indicates that the violation does not rise to the
28 level of action against a practitioner’s license. Taking into account these
29 circumstances, and the Board’s mission to act upon those complaints which
30 involve a threat to the health and safety of students and the public, the Board
31 will not pursue formal disciplinary action in this matter. Roll call vote: Haigh –
32 yes; Henderson – yes; Robinson – yes; Wellborn – yes; Paulsen – yes;

1 Duehr – yes; Seeland – yes; Chen – yes; Smith – yes; Aboud – yes; and Jeffrey –
2 yes. **MOTION CARRIED UNANIMOUSLY.**

3
4 William Haigh moved, with a second by Jacqueline Wellborn, that in **case**
5 **number 06-11**, the Board find that, although one or more of the allegations in
6 the complaint may be substantiated by the witnesses interviewed in the course
7 of the investigation and the documents gathered in the course of the
8 investigation, and the allegations may constitute a technical violation of the
9 board’s statute or administrative rules, the evidence before the board indicates
10 that adequate steps have been taken to remedy the violation and to ensure that
11 incidents of a similar nature do not occur in the future. Taking into account
12 these circumstances, and the Board’s mission to act upon those complaints
13 which involve a threat to the health and safety of students and the public, the
14 Board will not pursue formal disciplinary action in this matter. Roll call vote:
15 Aboud – yes; Smith – yes; Chen – yes; Seeland – yes; Duehr – yes; Paulsen –
16 yes; Wellborn – yes; Robinson – yes; Henderson – recuse; Haigh – yes; and
17 Jeffrey – yes. **MOTION CARRIED.**

18
19 Jean Seeland moved, with a second by Ying Ying Chen, to approve the May 3,
20 2006, minutes. **MOTION CARRIED UNANIMOUSLY.**

21
22 Jean Seeland moved, with a second by Beverly Smith, to adopt and file the
23 proposed amendments to Chapter 17 that would subject a number of
24 applicants to an audit of the credits they are submitting for the renewal of their
25 license. **MOTION CARRIED UNANIMOUSLY.**

26
27 Thomas Paulsen moved, with a second by Ying Ying Chen, to adopt and file the
28 Chapter 7 rules to address the procedural responsibilities of the Board in
29 licensing applicants who are not U.S. citizens. **MOTION CARRIED**
30 **UNANIMOUSLY.**

31
32 Greg Robinson moved, with a second by Ying Ying Chen, to adopt and file
33 emergency the changes to Chapter 14 that require first-time administrators

1 to apply for an initial license and to participate in a mentoring and induction
2 program. **MOTION CARRIED UNANIMOUSLY.**

3
4 John Aboud moved with a second by Jean Seeland, to adopt and file emergency
5 the change to Chapter 17 that requires the Board to review the sex offender
6 registry, the central registry for child abuse information, and the dependent
7 adult abuse records for every renewal application, with the fee no greater than
8 actual associated costs. **MOTION CARRIED UNANIMOUSLY.** (Jackie Wellborn
9 was out of the room at the time of the vote and returned shortly thereafter.)

10
11 John Aboud moved, with a second by Beverly Smith, that **in PFW 06-06**,
12 William R. Watson, the Board table the petition with a request that Board staff
13 work with Mr. Watson to determine what is necessary for him to fulfill the
14 requirement for the third year of teaching experience required for the
15 administrative license. **MOTION CARRIED ON A VOICE VOTE**, with recusal
16 by Greg Robinson.

17
18 John Aboud moved, with a second by Beverly Smith, that **in PFW 06-07**, the
19 Board deny the Petition for Waiver. **MOTION CARRIED UNANIMOUSLY.**

20
21 Jeffrey Henderson moved, with a second by Jean Seeland, that the Board
22 approve for one year the Waterloo CSD's application to be a licensure renewal
23 program provider, with conditions to be met by June 1, 2007. **MOTION**
24 **CARRIED ON A VOICE VOTE**, with recusal by Beverly Smith.

25

1 might be included when soliciting input from constituent groups. Dr. Maurer
2 remarked that the most important thing to emerge from the meetings was the
3 interaction between Board staff members and stakeholder representatives, an
4 observation echoed by Board Members Jacqueline Wellborn and Jean Seeland.
5 Dr. Maurer commented that some type of continuation of significant contact
6 may be appropriate, particularly since communication was a central theme in
7 the constituents' responses. He believes that some of the FY 2006 goals,
8 therefore, are actually ongoing, since they are the work of the Board, and they
9 will join the goals to be formulated for FY 2007.

10
11 Dr. Maurer brought the Board up-to-date on several office matters that were a
12 direct outcome of the implementation of the results of the Kaizen Event held in
13 December. Recommendation was made to develop baseline data to show,
14 especially to the legislature and the governor's office, the increased efficiency
15 achieved.

16
17 Dr. Maurer next guided board members in a review of the detailed comments
18 and themes that resulted from the following questions posed to stakeholders:

- 19 1) What do you believe is the most important function of the BoEE?
- 20 2) What barriers are you aware of that create problems for an individual
21 school district/individual practitioner: What statutes or rules need to
22 be enacted or amended? Barriers not inconveniences!
- 23 3) Are practitioners prepared and licensed on the basis of rigorous
24 standards? What statutes or rules need to be enacted or amended?
- 25 4) Do Board statutes and rules protect the interests of students and
26 practitioners? What statutes or rules need to be enacted or
27 amended?

28
29 The Board recessed from 2:35 p.m. to 2:51 p.m.

30
31 Following further discussion, the Board set its goals for FY 2007 and
32 brainstormed activities for carrying them out. The first goal was continued
33 from last year but with new ideas for activities. The Board will develop rules for

1 practitioner licensure that maintain high standards, are research-based and
2 provide flexibility in attainment. The second goal was a modification of last's
3 year's third goal. The Board will develop an ongoing communication plan for
4 the dissemination of information to the constituent groups and receipt of
5 feedback from them. Two-way communication was emphasized for the coming
6 year. Board Chair Judy Jeffrey concluded the day's business by asking Dr.
7 Maurer to bring back to the Board the goals, suggested activities and timelines
8 in an organized form.

9

10 The Board recessed for the day at 3:46 p.m. and reconvened at 8:30 a.m. on
11 Friday, June 23, 2006. Members attending were John Aboud, Ying Ying Chen,
12 Tammy Duehr, William Haigh, Jeffrey Henderson, Judy Jeffrey, Thomas
13 Paulsen, Greg Robinson, Jean Seeland, Beverly Smith and Jacqueline Wellborn.
14 Also in attendance were Dr. George Maurer, Executive Director of the Board;
15 Christie Scase, Assistant Attorney General and legal counsel to the Board;
16 Barbara Hendrickson, Board Secretary; and other visitors.

17

18 Greg Robinson moved, with a second by Jacqueline Wellborn, that the Board go
19 into closed session for the purposes of discussing whether to initiate licensee
20 disciplinary proceedings and discussing the decision to be rendered in a
21 contested case, pursuant to Iowa Code sections 21.5(1)(d) and 21.5(1)(f).

22 **MOTION CARRIED UNANIMOUSLY.**

23

24 The Board reconvened into open session at 10:15 a.m.

25

26 William Haigh moved, with a second by Greg Robinson, that in **case number**
27 **04-19**, In the Matter of: Scott S. Brighton, the Board accept the stipulation and
28 settlement submitted by the parties and issue an order incorporating the
29 agreement of the parties and imposing the agreed-upon sanction. Roll call vote:
30 Haigh – yes; Henderson – yes; Robinson – yes; Wellborn – yes; Paulsen – yes;
31 Duehr – yes; Seeland – yes; Chen – yes; Smith – yes; Aboud – yes; and Jeffrey –
32 yes. **MOTION CARRIED UNANIMOUSLY.**

1 Greg Robinson moved, with a second by Jacqueline Wellborn, that in **case**
2 **number 05-02**, In the Matter of: Timothy L. McCloud, the Board accept the
3 stipulation and settlement submitted by the parties and issue an order
4 incorporating the agreement of the parties and imposing the agreed-upon
5 sanction. Roll call vote: Aboud – yes; Smith – yes; Chen – yes; Seeland – yes;
6 Duehr – yes; Paulsen – yes; Wellborn – yes; Robinson – yes; Henderson – yes;
7 Haigh – yes; and Jeffrey – yes. **MOTION CARRIED UNANIMOUSLY.**

8
9 Jacqueline Wellborn moved, with a second by William Haigh, that in **case**
10 **number 05-07**, In the Matter of: Daniel K. Miller, the Board accept the
11 stipulation and settlement submitted by the parties and issue an order
12 incorporating the agreement of the parties and imposing the agreed-upon
13 sanction. Roll call vote: Haigh – yes; Henderson – yes; Robinson – recuse;
14 Wellborn – yes; Paulsen – yes; Duehr – yes; Seeland – yes; Chen – yes; Smith –
15 yes; Aboud – yes; and Jeffrey – yes. **MOTION CARRIED.**

16
17 Greg Robinson moved, with a second by Jacqueline Wellborn, that in **case**
18 **number 05-24**, In the Matter of: Logan Peitscher, the Board accept the
19 stipulation and settlement submitted by the parties and issue an order
20 incorporating the agreement of the parties and imposing the agreed-upon
21 sanction. Roll call vote: Haigh – yes; Henderson – yes; Robinson – yes;
22 Wellborn – yes; Paulsen – yes; Duehr – yes; Seeland – yes; Chen – yes; Smith –
23 no; Aboud – no; and Jeffrey – yes. **MOTION CARRIED.**

24
25 William Haigh moved, with a second by Greg Robinson, that in **case number**
26 **05-23**, In the Matter of Steven Rex Shirk, the Board initiate review of the
27 proposed decision to examine whether the proposed sanction is appropriate in
28 light of the findings. Roll call vote: Aboud – yes; Smith – yes; Chen – yes;
29 Seeland – no; Duehr – yes; Paulsen – yes; Wellborn – yes; Robinson – yes;
30 Henderson – yes; Haigh – yes; and Jeffrey – yes. **MOTION CARRIED.**

31
32 Jacqueline Wellborn moved, with a second by Greg Robinson, that in **case**
33 **numbers 06-07, 06-08, 06-09 and 06-10**, the Board find that, although one or

1 more of the allegations in the complaint may be substantiated by the witnesses
2 interviewed in the course of the investigation, and the allegations may
3 constitute a technical violation of the board's statute or administrative rules,
4 the evidence before the board indicates that the violation does not rise to the
5 level of action against a practitioner's license. Taking into account these
6 circumstances, and the Board's mission to act upon those complaints which
7 involve a threat to the health and safety of students and the public, the Board
8 will not pursue formal disciplinary action in this matter. Roll call vote: Haigh –
9 yes; Henderson – yes; Robinson – yes; Wellborn – yes; Paulsen – yes; Duehr –
10 yes; Seeland – yes; Chen – yes; Smith – yes; Aboud – yes; and Jeffrey – yes.

11 **MOTION CARRIED UNANIMOUSLY.**

12

13 William Haigh moved, with a second by Jacqueline Wellborn, that in **case**
14 **number 06-11**, the Board find that, although one or more of the allegations in
15 the complaint may be substantiated by the witnesses interviewed in the course
16 of the investigation and the documents gathered in the course of the
17 investigation, and the allegations may constitute a technical violation of the
18 board's statute or administrative rules, the evidence before the board indicates
19 that adequate steps have been taken to remedy the violation and to ensure that
20 incidents of a similar nature do not occur in the future. Taking into account
21 these circumstances, and the Board's mission to act upon those complaints
22 which involve a threat to the health and safety of students and the public, the
23 Board will not pursue formal disciplinary action in this matter. Roll call vote:
24 Aboud – yes; Smith – yes; Chen – yes; Seeland – yes; Duehr – yes; Paulsen –
25 yes; Wellborn – yes; Robinson – yes; Henderson – recuse; Haigh – yes; and
26 Jeffrey – yes. **MOTION CARRIED.**

27

28 Jean Seeland moved, with a second by Ying Ying Chen, to approve the May 3,
29 2006, minutes. **MOTION CARRIED UNANIMOUSLY.**

30

31 Board Member Greg Robinson reported that he and Assistant Attorney General
32 and legal counsel to the Board Christie Scase made an ethics presentation
33 before the Iowa Association of School Boards with about 120 people in

1 attendance. Every June the Greater Des Moines Partnership, made up of
2 chambers of commerce from all the metro area, takes people to Washington,
3 D.C. for a lobbying effort. About 200 business leaders went this year. Dr.
4 Robinson has participated for the past five years, and this year he accompanied
5 the largest delegation of school personnel. This endeavor affords each time a
6 tremendous opportunity for educators to get direct contact with not only the
7 state's legislative groups, but also important staffers. In addition, it permits
8 access to the U.S. Department of Education (USDE). Within the past three
9 years, participants met with the U.S. Secretary of Education, the Assistant
10 Secretary of Education and the Assistant Secretary of Elementary and
11 Secondary Education. This year the group particularly addressed concerns
12 regarding the USDE's public announcement that Iowa was refusing to be in
13 compliance with No Child Left Behind (NCLB) regarding the highly qualified
14 teacher issue. Without dissent, Iowa's congressional delegation supported
15 Iowa's attempts to negotiate the issue over the past 15 months with the federal
16 government. Board Chair Judy Jeffrey had met with Iowa's congressional staff
17 prior to Dr. Robinson's visit, and she referred board members to Iowa's
18 congressional leaders' letter of support directed to the U.S. Secretary of
19 Education. Ms. Jeffrey added that mandatory testing will begin in the fall of
20 2007 in order to have data to establish a cut score. All students graduating
21 from the elementary teacher preparation programs will be required to take the
22 test. Board Member Jeffrey Henderson commented that the graduating
23 teachers hired in the last three to four years are way ahead in their ability to
24 walk into a classroom, take it over and do their jobs, much more than teachers
25 of ten to fifteen years ago.

26
27 Board Chair Judy Jeffrey asked if there were any public comments. There were
28 none.

29
30 Executive Director Dr. George Maurer reported on a number of issues:

- 31 1) He reviewed the May monthly financial report. He said he would give the
32 Board a complete report at the end of the fiscal year.
- 33 2) A table addressed legislative changes and how each will be handled.

- 1 3) To lunchtime he deferred discussion on the matter of laptop computers for
2 board members' use.
- 3 4) Board members interested in serving on the Executive Committee as a
4 replacement for Brian Carter should communicate that to Board Chair Judy
5 Jeffrey.
- 6 5) He wants to establish a new committee of two to three members, the
7 Operating Guidelines Committee, which would develop a booklet about how
8 the Board operates.
- 9 6) Letters from the Area Education Agency (AEA) 9 Superintendent's
10 Organization about the sign language interpreter licensure law, from AEA 11
11 about the online ethics course, and from Des Moines Public Schools about
12 the Statement of Professional Recognition (SPR) required for occupational
13 and physical therapists were included for board members' perusal. Staff
14 members will review those and bring them back to the Board for discussion.
- 15 7) He will report in August on his attendance at the National Association of
16 State Directors of Teacher Education and Certification (NASDTEC)
17 Conference.

18
19 Proposed amendments to licensure renewal rules would accommodate the
20 online renewal process and require individuals selected for audit to send in
21 documents proving completion of the requirements listed in IAC Chapter 17.
22 Jean Seeland moved, with a second by Beverly Smith, to adopt and file the
23 proposed amendments to Chapter 17 that would subject a number of
24 applicants to an audit of the credits they are submitting for the renewal of their
25 license. **MOTION CARRIED UNANIMOUSLY.**

26
27 Proposed rules for Chapter 7, "Proof of Legal Presence," would give practitioners
28 and other interested people more notice of the requirements to prove legal
29 presence in the United States. Thomas Paulsen moved, with a second by Ying
30 Ying Chen, to adopt and file the Chapter 7 rules to address the procedural
31 responsibilities of the Board in licensing applicants who are not U.S. citizens.
32 **MOTION CARRIED UNANIMOUSLY.**

1 The Board reviewed two sets of rules that would carry out directives of Senate
2 File 2272 to become effective July 1, 2006. The rule to require a background
3 check on renewal applicants generated significant discussion about the
4 associated fee. Vote was postponed to the afternoon in order to modify that
5 language.

6
7 Board members then looked at new requirements for administrators to obtain
8 full licensure. They considered a handout of a new set of rules, revised from
9 those in the board packet. When the Iowa Leadership Standards are complete,
10 the Board will review for notice additional rules for the professional
11 administrator license. Greg Robinson moved, with a second by Ying Ying Chen,
12 to adopt and file emergency the changes to Chapter 14 that require first-time
13 administrators to apply for an initial license and to participate in a mentoring
14 and induction program. **MOTION CARRIED UNANIMOUSLY.**

15
16 At the May meeting, the Board tabled action on the proposed changes in rules
17 in the content endorsements from K-6 and 7-12 to K-8 and 5-12, i.e., the 2 Up
18 – 2 Down rule. The Board will vote on the Notice of the rules at the August
19 meeting.

20
21 Administrative Consultant Susan Fischer once again brought before the Board
22 alternative certification scenarios of the types that the staff receives when an
23 out-of-state applicant desires Iowa licensure. The Board made
24 recommendations on three of the situations and tabled counsel on the
25 remaining two until next time.

26
27 Executive Director Dr. George Maurer apprised the Board that administrators
28 will not be able to renew their licenses because the second evaluator program
29 has not been completed. To attend to the short-term need before the course
30 will be ready in the fall of 2007, the Board will see at the next meeting rules to
31 notice to extend the license.

1 Staff developed a proposed records retention schedule, which will be filed with
2 the State Records Commission in an effort to facilitate a change in the number
3 of paper documents that must be retained by the Board. It is the intent that
4 electronic copy be adequate record for 70 years and that hard copy need not be
5 retained after about two months. The Board's consensus was to move forward
6 with the request.

7
8 The Board recessed for lunch at 11:57 a.m. and reconvened at 12:45 p.m.

9
10 The Board turned immediately to the rule on a background check for renewal
11 applicants, postponed from the morning session. John Aboud moved with a
12 second by Jean Seeland, to adopt and file emergency the change to Chapter 17
13 that requires the Board to review the sex offender registry, the central registry
14 for child abuse information, and the dependent adult abuse records for every
15 renewal application, with the fee no greater than actual associated costs.

16 **MOTION CARRIED UNANIMOUSLY.** (Jackie Wellborn was out of the room at
17 the time of the vote and returned shortly thereafter.)

18
19 William Watson filed a petition to waive the requirement for three years of
20 teaching experience required for the administrative license. He has served as
21 an athletic/activities director and has had many administrative duties such as
22 scheduling and facilities management. He has also had experience working
23 with students as a coach and on athletic issues of compliance, eligibility and
24 discipline. He moved from the initial to standard license based on two years of
25 his experience, but the Board found that Mr. Watson lacks experience in
26 instruction and curriculum. John Aboud moved, with a second by Jean
27 Seeland, to deny the Petition for Waiver, which motion and second were
28 subsequently withdrawn. Since two years of experience had already been
29 formally credited, recommendation was made to request additional information
30 from Mr. Watson in order to evaluate his experience for the third-year
31 requirement. A second option would be to work with board staff to determine
32 what he would need or what he could do to suffice for the third required year of
33 teaching experience. Jean Seeland then moved to grant the waiver, but the

1 motion failed for lack of a second. John Aboud moved, with a second by
2 Beverly Smith, that **in PFW 06-06**, William R. Watson, the Board table the
3 petition with a request that Board staff work with Mr. Watson to determine
4 what is necessary for him to fulfill the requirement for the third year of teaching
5 experience required for the administrative license. **MOTION CARRIED ON A**
6 **VOICE VOTE**, with recusal by Greg Robinson.

7
8 Scott Grimes asked the Board to waive the rules for a Class B license that
9 require an individual seeking to obtain some other endorsement to have
10 completed at least two-thirds of the requirements for that endorsement. He
11 holds a standard license with endorsements for general elementary classroom
12 and an administrative license with endorsements for elementary principal and
13 new evaluator. He received his first administrative license in 2001. He is
14 currently the elementary principal at Louisa-Muscataine Community Schools,
15 and the school board submitted a letter of request to allow Mr. Grimes to serve
16 as superintendent so that the board is able to conduct a judicious search for a
17 permanent placement. Mr. Grimes has not completed any hours beyond his
18 master's degree toward the superintendent endorsement. John Aboud moved,
19 with a second by Beverly Smith, that **in PFW 06-07**, the Board deny the
20 Petition for Waiver. **MOTION CARRIED UNANIMOUSLY.**

21
22 The Board agreed to keep the meeting dates as they had been confirmed for the
23 balance of 2006 and to approve the following for 2007: February 7, with a
24 legislative reception at the Capitol and debriefing afterwards on February 8;
25 March 2; April 5; May 4; June 21-22 (board retreat); and August 3. If there is a
26 need, a meeting may be held telephonically in January.

27
28 Executive Director Dr. George Maurer promised a more detailed budget report
29 in August, but briefly showed the Board the difference in the budget between
30 FY 2006 and FY 2007.

31
32 Board Chair Judy Jeffrey repeated the invitation to board members to indicate
33 interest in the vacancy on the Executive Committee and in the planned

1 Operating Guidelines Committee. Two or three members of the latter will work
2 with Executive Director Dr. George Maurer to generate a document containing
3 operating guidelines for the Board, a project to commence after the first of the
4 year. Topics included would be matters such as communication with the press,
5 decorum at a board meeting, responsibilities of statute that direct the duties of
6 the Board, orientation of new board members—essentially a policy and
7 procedures manual. John Aboud, Jean Seeland and Beverly Smith agreed to
8 serve on the Operating Guidelines Committee.

9

10 Licensure Consultant Geri McMahon presented an application from the
11 Waterloo CSD to become a Licensure Renewal Program. Dr. Denise Schares,
12 Director of Professional Development for the Waterloo CSD was present to
13 answer questions. The application met the timelines and criteria established by
14 the Board for initial approval, which Executive Director Dr. George Maurer
15 recommended. Board Chair Judy Jeffrey supported the aim of a customized
16 and unique program, while cautioning against duplication of what some other
17 entity might already be providing. She said that she had suggested to Dr.
18 Maurer that they re-examine the rules for AEA accreditation and see how the
19 agencies and the school districts can work in a good collaborative arrangement
20 that meets the needs of the districts and teachers. Jeffrey Henderson moved,
21 with a second by Jean Seeland, that the Board approve for one year the
22 Waterloo CSD's application to be a licensure renewal program provider, with
23 conditions to be met by June 1, 2007. **MOTION CARRIED ON A VOICE VOTE,**
24 with recusal by Beverly Smith.

25

26 There being no further business, Board Chair Judy Jeffrey adjourned the
27 meeting at 1:53 p.m.