

1 **STATE OF IOWA**  
2 **BOARD OF EDUCATIONAL EXAMINERS**  
3 **Grimes State Office Building – 400 East 14<sup>th</sup> Street**  
4 **Des Moines, Iowa 50319-0147**

5  
6 **Minutes**  
7 **June 18, 2015 – Board Retreat**  
8 **and**  
9 **June 19, 2015 – Board Meeting**  
10

11 The Board of Educational Examiners (BoEE) held its board retreat at the Great Prairie  
12 AEA in Ottumwa, IA on June 18, 2015. Richard Wortmann, Vice Chair, called the  
13 board retreat to order. Members attending were Sara Arnold, Kathy Behrens, Dan  
14 Dutcher, Brenda Garcia, Dr. Larry Hill, Mary K. Overholtzer, Dr. Andy Pattee, Dr. Jay  
15 Prescott, Erin Schoening, and Dr. Anne Sullivan. Also in attendance was Duane  
16 Magee, Executive Director and Darcy Lane, Attorney/Investigator. Dr. Brad Buck,  
17 Renner Walker, Assistant Attorney General and Jim McNellis, Investigator, were  
18 unable to attend.

19  
20 The retreat opened with board member introductions since this was the first meeting  
21 of the newest board member, Kathy Behrens. Kathy is a Grade 4-5 Resource teacher  
22 at Kuemper Catholic Schools in Carroll.

23  
24 Stakeholder Presentation – Update on Teacher Leadership System (TLS)  
25 Implementation

26 The following staff from the Ottumwa Community School District updated the Board  
27 on TLS: Eric Sundermeyer, Associate Superintendent; Kristi Ridgway, TLS  
28 Curriculum Leader at the elementary grade level; Kathy Mobley, Curriculum Leader at  
29 Evans MS and Jennifer Burton, Instructional Coach at Evans MS. The impact of TLS:  
30 73 teachers in some kind of leadership position; added multiple layers of differentiated  
31 support; improved internal leadership capacity; strengthened collaboration with  
32 principals; created systemic vehicle for peer observations; targeted, needs-based

1 mentoring program; more varied communication and exemplified growth mindset,  
2 collective efficacy.

3

4 The following items were discussed:

5

6 Goals for 2015-16

7 Goal 1: The Board will develop rules for practitioner licensure that maintain high  
8 standards, are research based, and provide flexibility in attainment, especially in  
9 shortage areas.

10 Goal 2: The Board will develop a plan to require ongoing ethics training for all  
11 licensees.

12 Goal 3: The board will develop a plan to align BoEE goals with the Iowa Department of  
13 Education, the Governor’s office, the Legislature, and Iowa colleges of education.

14

15 Ethics Training

16 Next steps – reconvene the ethics stakeholder group; review online training options -  
17 version for preservice teachers, initial to standard teachers and “renewal” version for  
18 experienced teachers.

19

20 Legislative Priorities for FY16

- 21 • Require licensure for paraeducators and other staff members providing direct  
22 support services to students.
- 23 • Modify the code so that 25% of our funds do not go to the general fund (eliminate  
24 or reduce the 25%).
- 25 • Transitional Coaching – rework and propose again.
- 26 • Modify Iowa Courts Online to be more user friendly.
- 27 • [www.teachiowa.gov](http://www.teachiowa.gov) continue to support this.
- 28 • Legislators should not change Iowa licensure structure.
- 29 • BoEE executive director board appointed instead of governor appointed – research  
30 state board directors.
- 31 • Alcohol and drug intoxication – should this be a mandatory reporting area?

32

1 Potential Administrative Rule Changes

2 For principals, change experience requirement to a combination of teaching and  
3 administration – similar to superintendents.

4  
5 Should we ask educators to indicate if they have ever had a sanction for another type  
6 of license from another agency?

7  
8 The retreat adjourned at 4:30 p.m.

9  
10 The board held its monthly meeting on June 19, 2015, at the Great Prairie AEA in  
11 Ottumwa, IA. Executive Director Magee called the meeting to order. Members  
12 attending were Sara Arnold, Kathy Behrens, Brenda Garcia, Dr. Larry Hill, Mary K.  
13 Overholtzer, Dr. Andy Pattee, Dr. Jay Prescott, Erin Schoening, Dr. Anne Sullivan and  
14 Richard Wortmann. Also in attendance was Darcy Lane, Attorney/Investigator.  
15 Renner Walker, Assistant Attorney General, was present telephonically during the  
16 professional practices – licensee discipline discussion. Dr. Brad Buck, Dan Dutcher  
17 and Jim McNellis, Investigator, were unable to attend.

18  
19 Nominations took place for chair and vice chair for FY16.

20  
21 Mr. Magee asked for nominations for board chair. Andy Pattee moved, with a second  
22 by Jay Prescott, to nominate Richard Wortmann as chair. There were no other  
23 nominations. Larry Hill moved, with a second by Sara Arnold, to cease nominations.

24 **MOTION CARRIED UNANIMOUSLY.** Richard Wortmann will serve as board chair for  
25 FY16.

26  
27 Richard Wortmann, Chair, asked for nominations for vice chair. Andy Pattee moved,  
28 with a second by Larry Hill, to nominate Brenda Garcia as vice chair. There were no  
29 other nominations. Larry Hill moved, with a second by Sara Arnold, to cease  
30 nominations. **MOTION CARRIED UNANIMOUSLY.** Brenda Garcia will serve as  
31 board vice chair for FY16.

1 Andy Pattee asked to amend the agenda and strike, “Tab G, IAC 282 Chapter 12 Fee  
2 increase” under the rules section. The reason for striking this item is because we do  
3 not have a signed financial bill at this time. This item will be reviewed at the August  
4 meeting. Larry Hill moved, with a second by Sara Arnold, to approve the amended  
5 agenda. **MOTION CARRIED UNANIMOUSLY.**

6  
7 Andy Pattee moved, with a second by Sara Arnold, to approve the consent agenda.  
8 **MOTION CARRIED UNANIMOUSLY.**

9  
10 Brenda Garcia moved, with a second by Anne Sullivan, that the Board go into closed  
11 session for the purpose of discussing whether to initiate licensee disciplinary  
12 proceedings and the decision to be rendered in a contested case, pursuant to Iowa  
13 Code sections 21.5(d) and (f). Roll call vote: Arnold – yes; Behrens – yes; Garcia –  
14 yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes; Sullivan  
15 – yes; Wortmann – yes. **MOTION CARRIED.**

16  
17 Kathy Behrens abstained for all of the professional practices cases discussed in open  
18 and closed session.

19  
20 Anne Sullivan moved, with a second by Larry Hill, that in **case number 15-42**, the  
21 Board find that, although one or more of the allegations in the complaint may be  
22 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
23 the documents gathered in the course of the investigation, and the allegations may  
24 constitute a technical violation of the Board’s statute or administrative rules; the  
25 evidence before the Board indicates that the alleged violation was an isolated incident,  
26 and that adequate steps have been taken to remedy the violation and to ensure that  
27 incidents of a similar nature do not occur in the future. The Board will not pursue  
28 formal disciplinary action in this matter. **MOTION CARRIED UNANIMOUSLY.**

29  
30 Larry Hill moved, with a second by Anne Sullivan that in **case number 15-43**, the  
31 Board find that the evidence gathered in the investigation, including witness  
32 statements and the documentary evidence, does not substantiate the allegations in the

1 complaint, and that the Board therefore lacks probable cause to proceed with this  
2 matter. **MOTION CARRIED UNANIMOUSLY.**

3  
4 Larry Hill moved, with a second by Anne Sullivan that in **case number 15-44**, the  
5 Board find that the evidence gathered in the investigation, including witness  
6 statements and the documentary evidence, does not substantiate the allegations in the  
7 complaint, and that the Board therefore lacks probable cause to proceed with this  
8 matter. **MOTION CARRIED UNANIMOUSLY.**

9  
10 Larry Hill moved, with a second by Brenda Garcia, that in **case number 15-49**, the  
11 Board find that, although one or more of the allegations in the complaint may be  
12 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
13 the documents gathered in the course of the investigation, and the allegations may  
14 constitute a technical violation of the Board's statute or administrative rules; the  
15 evidence before the Board indicates that the alleged violation was an isolated incident,  
16 and that adequate steps have been taken to remedy the violation and to ensure that  
17 incidents of a similar nature do not occur in the future. The Board will not pursue  
18 formal disciplinary action in this matter. **MOTION CARRIED UNANIMOUSLY.**

19  
20 Larry Hill moved, with a second by Brenda Garcia that in **case number 15-50**, the  
21 Board find that the evidence gathered in the investigation, including witness  
22 statements and the documentary evidence, does not substantiate the allegations in the  
23 complaint, and that the Board therefore lacks probable cause to proceed with this  
24 matter. **MOTION CARRIED UNANIMOUSLY.**

25  
26 Larry Hill moved, with a second by Brenda Garcia that in **case number 15-51**, the  
27 Board find that the evidence gathered in the investigation, including witness  
28 statements and the documentary evidence, does not substantiate the allegations in the  
29 complaint, and that the Board therefore lacks probable cause to proceed with this  
30 matter. **MOTION CARRIED UNANIMOUSLY.**

31  
32 Anne Sullivan moved, with a second by Mary K. Overholtzer that in **case number 15-**  
33 **58**, the Board find that the evidence gathered in the investigation, including witness

1 statements and the documentary evidence, does not substantiate the allegations in the  
2 complaint, and that the Board therefore lacks probable cause to proceed with this  
3 matter. **MOTION CARRIED UNANIMOUSLY.**

4  
5 Anne Sullivan moved, with a second by Mary K. Overholtzer, that in **case number 15-**  
6 **59**, the Board find that the evidence gathered in the investigation, including witness  
7 statements and the documentary evidence, does not substantiate the allegations in the  
8 complaint, and that the Board therefore lacks probable cause to proceed with this  
9 matter. **MOTION CARRIED UNANIMOUSLY.**

10  
11 Brenda Garcia moved, with a second by Larry Hill, that in **case number 15-74**, the  
12 Board find that the evidence gathered in the investigation, including witness  
13 statements and the documentary evidence, does not substantiate the allegations in the  
14 complaint, and that the Board therefore lacks probable cause to proceed with this  
15 matter. **MOTION CARRIED UNANIMOUSLY.**

16  
17 Brenda Garcia moved, with a second by Larry Hill, that in **case number 15-75**, the  
18 Board find that the evidence gathered in the investigation, including witness  
19 statements and the documentary evidence, does not substantiate the allegations in the  
20 complaint, and that the Board therefore lacks probable cause to proceed with this  
21 matter. **MOTION CARRIED UNANIMOUSLY.**

22  
23 Brenda Garcia moved, with a second by Larry Hill, that in **case number 15-76**, the  
24 Board find that the evidence gathered in the investigation, including witness  
25 statements and the documentary evidence, does not substantiate the allegations in the  
26 complaint, and that the Board therefore lacks probable cause to proceed with this  
27 matter. **MOTION CARRIED UNANIMOUSLY.**

28  
29 Brenda Garcia moved, with a second by Larry Hill, that in **case number 15-77**, the  
30 Board find that the evidence gathered in the investigation, including witness  
31 statements and the documentary evidence, does not substantiate the allegations in the  
32 complaint, and that the Board therefore lacks probable cause to proceed with this  
33 matter. **MOTION CARRIED UNANIMOUSLY.**

1 Anne Sullivan moved, with a second by Brenda Garcia, that in **case number 15-30**,  
2 the Board find probable cause to establish a violation of the following provisions of the  
3 Code of Professional Conduct and Ethics, 282 IAC –Chapter 25.3(1)(e)(4) and  
4 25.3(6)(c), and order this case set for hearing. Roll call vote: Arnold – yes; Behrens –  
5 abstain; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee – yes; Prescott – yes;  
6 Schoening – recused; Sullivan – yes; Wortmann – yes. **MOTION CARRIED.**

7  
8 Larry Hill moved, with a second by Mary K. Overholtzer, that in **case number 15-46**,  
9 the Board find probable cause to establish a violation of the following provisions of the  
10 Code of Professional Conduct and Ethics, 282 IAC –Chapter 25.3(3)(e), and order this  
11 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

12  
13 Anne Sullivan moved, with a second by Larry Hill, that in **case number 15-57**, the  
14 Board find that the evidence gathered in the investigation, including witness  
15 statements and the documentary evidence, does not substantiate the allegations in the  
16 complaint, and that the Board therefore lacks probable cause to proceed with this  
17 matter. **MOTION CARRIED UNANIMOUSLY.**

18  
19 Mary K. Overholtzer moved, with a second by Larry Hill, that in **case number 15-67**,  
20 the Board 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 adequate steps have been taken to remedy the  
25 violation and to ensure that incidents of a similar nature do not occur in the future.  
26 The Board will not pursue formal disciplinary action in this matter. Roll call vote:  
27 Arnold – yes; Behrens – abstain; Garcia – yes; Hill – yes; Overholtzer – yes; Pattee –  
28 yes; Prescott – yes; Schoening – yes; Sullivan – recused; Wortmann – yes. **MOTION**  
29 **CARRIED.**

30  
31 Anne Sullivan moved, with a second by Larry Hill, that in **case number 15-54**, the  
32 Board find that the evidence gathered in the investigation, including witness  
33 statements and the documentary evidence, does not substantiate the allegations in the

1 complaint, and that the Board therefore lacks probable cause to proceed with this  
2 matter. Roll call vote: Arnold – yes; Behrens – abstain; Garcia – yes; Hill – yes;  
3 Overholtzer – yes; Pattee – recused; Prescott – yes; Schoening – yes; Sullivan – yes;  
4 Wortmann – yes. **MOTION CARRIED.** (Duane Magee left the room during the  
5 discussion of this case in closed session.)

6  
7 Anne Sullivan moved, with a second by Larry Hill, that in **case number 15-55**, 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. Roll call vote: Arnold – yes; Behrens – abstain; Garcia – yes; Hill – yes;  
12 Overholtzer – yes; Pattee – recused; Prescott – yes; Schoening – yes; Sullivan – yes;  
13 Wortmann – yes. **MOTION CARRIED.** (Duane Magee left the room during the  
14 discussion of this case in closed session.)

15  
16 Anne Sullivan moved, with a second by Larry Hill, that in **case number 15-56**, the  
17 Board find that the evidence gathered in the investigation, including witness  
18 statements and the documentary evidence, does not substantiate the allegations in the  
19 complaint, and that the Board therefore lacks probable cause to proceed with this  
20 matter. Roll call vote: Arnold – yes; Behrens – abstain; Garcia – yes; Hill – yes;  
21 Overholtzer – yes; Pattee – recused; Prescott – yes; Schoening – yes; Sullivan – yes;  
22 Wortmann – yes. **MOTION CARRIED.** (Duane Magee left the room during the  
23 discussion of this case in closed session.)

24  
25 Brenda Garcia moved, with a second by Mary K. Overholtzer, that in **case number 15-**  
26 **60**, the Board find that, although one or more of the allegations in the complaint may  
27 be substantiated by the witnesses interviewed in the course of the investigation  
28 [and/or] the documents gathered in the course of the investigation, and the allegations  
29 may constitute a technical violation of the Board’s statute or administrative rules; the  
30 evidence before the Board indicates that the alleged violation was an isolated incident,  
31 and that adequate steps have been taken to remedy the violation and to ensure that  
32 incidents of a similar nature do not occur in the future. The Board will not pursue

1 formal disciplinary action in this matter. **MOTION CARRIED UNANIMOUSLY.**  
2 (Duane Magee left the room during the discussion of this case in closed session.)

3  
4 Anne Sullivan moved, with a second by Mary K. Overholtzer, that in **case number 15-**  
5 **73**, the Board find that the evidence gathered in the investigation, including witness  
6 statements and the documentary evidence, does not substantiate the allegations in the  
7 complaint, and that the Board therefore lacks probable cause to proceed with this  
8 matter. **MOTION CARRIED UNANIMOUSLY.**

9  
10 Larry Hill moved, with a second by Brenda Garcia, that in **case number 15-17**, the  
11 Board accept the Respondent's waiver of hearing and voluntary surrender and that the  
12 Board issue an order permanently revoking the Respondent's license with no  
13 possibility of reinstatement. **MOTION CARRIED UNANIMOUSLY.**

14  
15 Mary K. Overholtzer moved, with a second by Brenda Garcia, that in **case number 14-**  
16 **157**, the Board accept the agreement submitted by the parties, and issue an Order  
17 incorporating the agreement of the parties and imposing the agreed upon sanction.  
18 **MOTION CARRIED UNANIMOUSLY.** (Duane Magee left the room during the  
19 discussion of this case in closed session.)

20  
21 Larry Hill moved, with a second by Brenda Garcia, that in **case number 14-04**, the  
22 issue be tabled giving the Board time to consider revisions to the board order. Roll call  
23 vote: Arnold – yes; Behrens – abstain; Garcia – yes; Hill – yes; Overholtzer – yes;  
24 Pattee – yes; Prescott – yes; Schoening – recused; Sullivan – yes; Wortmann – yes.  
25 **MOTION CARRIED.** (Renner Walker and Darcy Lane left the room during the  
26 discussion of this case in closed session. Diane Stahle, Conflicts Counsel, and Ms.  
27 Stahle's legal intern, were present telephonically during the discussion of this case.)

28  
29 Brenda Garcia moved, with a second by Larry Hill, that the Board initiate review of the  
30 proposed decision in **case number 14-79, In the Matter of Anita Babe**, to examine  
31 whether the proposed sanction is appropriate in light of the findings. Roll call vote:  
32 Arnold – yes; Behrens – abstain; Garcia – yes; Hill – yes; Overholtzer – no; Pattee – yes;  
33 Prescott – yes; Schoening – yes; Sullivan – recused; Wortmann – yes. **MOTION**

1 **CARRIED.** (Renner Walker and Darcy Lane left the room during the discussion of this  
2 case in closed session. Diane Stahle, Conflicts Counsel, and Ms. Stahle’s legal intern,  
3 were present telephonically during the discussion of this case.)  
4

5 Anne Sullivan moved, with a second by Mary K. Overholtzer, to extend the 180-day  
6 deadline for issuance of the final decision in **case number 14-164**, based upon the  
7 need to schedule the hearing and the need to review the proposed decision. **MOTION**  
8 **CARRIED UNANIMOUSLY.** (Duane Magee left the room during the discussion of this  
9 case in closed session.)  
10

11 Larry Hill moved, with a second by Brenda Garcia, to extend the 180-day deadline for  
12 issuance of the final decision in **case number 15-05**, based upon the amount of time  
13 needed to complete the investigation due to a pending DOT investigation. **MOTION**  
14 **CARRIED UNANIMOUSLY.**  
15

16 Anne Sullivan moved, with a second by Mary K. Overholtzer, to extend the 180-day  
17 deadline for issuance of the final decision in **case number 15-09**, based upon the  
18 amount of time needed to complete the investigation due to pending criminal charges.  
19 **MOTION CARRIED UNANIMOUSLY.**  
20

21 Brenda Garcia moved, with a second by Mary K. Overholtzer, to extend the 180-day  
22 deadline for issuance of the final decision in **case number 15-14**, based upon the  
23 need to schedule the hearing and the need to review the proposed decision. **MOTION**  
24 **CARRIED UNANIMOUSLY.**  
25

26 Larry Hill moved, with a second by Brenda Garcia, to extend the 180-day deadline for  
27 issuance of the final decision in **case number 15-15**, based upon the need to schedule  
28 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
29 **UNANIMOUSLY.** Roll call vote: Arnold – yes; Behrens – abstain; Garcia – yes; Hill –  
30 yes; Overholtzer – yes; Pattee – yes; Prescott – yes; Schoening – yes; Sullivan –  
31 recused; Wortmann – yes. **MOTION CARRIED.**  
32

1 Larry Hill moved, with a second by Mary K. Overholtzer, to extend the 180-day  
2 deadline for issuance of the final decision in **case number 15-16**, based upon the  
3 amount of time needed to complete the investigation due to pending criminal charges.

4 **MOTION CARRIED UNANIMOUSLY.**

5  
6 The following cases were discussed in open session:

7 Background/Discussion: Respondent entered into a Stipulation and Order that  
8 required completion of fifteen hours in Ethics for Educators. Respondent contacted  
9 the board office in advance of the deadline and indicated she would be unable to  
10 attend any of the currently-scheduled classes because she has started a new job in  
11 South Dakota and is unable to use vacation days at this time. Brenda Garcia moved,  
12 with a second by Mary K. Overholtzer, that the Board issue an order amending the  
13 Stipulation and Order in **case number 14-134**, based on the respondent's request to  
14 extend the deadline for completing the ethics course to one year from the date of the  
15 order. **MOTION CARRIED UNANIMOUSLY.**

16  
17 Background/Discussion: Respondent entered into a Stipulation and Order that  
18 required completion of fifteen hours in Ethics for Educators. Respondent's attorney  
19 filed a request for an extension of the deadline to complete this course since  
20 respondent has experienced serious health problems that have affected his vision and  
21 hearing. Anne Sullivan, moved, with a second by Larry Hill, that the Board issue an  
22 order amending the Stipulation and Order in **case number 13-130**, based on the  
23 respondent's request, to extend the deadline for completing the ethics course to one  
24 year from the date of the order. **MOTION CARRIED UNANIMOUSLY.**

25  
26 Anne Sullivan moved, with a second by Andy Pattee, that the Board approve the closed  
27 session minutes for May 8, 2015, and May 27, 2015. **MOTION CARRIED**  
28 **UNANIMOUSLY.**

29  
30 Board Member Reports

31 Sara Arnold recently attended the NASDTEC conference in Portland, OR. It was an  
32 excellent opportunity to network with other state board members and learn things  
33 that are happening in those states regarding licensure. It was a great learning

1 experience. It was also interesting learning the different terminology used in each  
2 state whether they are called commissions or boards.

3  
4 Legislative Update

5 Phil Wise joined the meeting telephonically and provided a legislative update to the  
6 Board. In statutory language, nothing has changed since March. In HF 658, the  
7 education appropriations bill, \$600,000 was “scooped” from BoEE’s fund for the  
8 purposes of the career planning requirement under Iowa Code 279.61, “I Have a Plan  
9 Iowa!”– A joint venture between the BoEE and the DE. The money was taken from the  
10 BoEE and given to the DE. The governor has yet to take action on this bill – he has  
11 until July 6<sup>th</sup> to take action on the remaining appropriations bills.

12 Implications for the future: The \$600,000 for the career planning required in Iowa  
13 Code 279.61.

14 Recommendation(s) for the future: 1) seek a statutory change to allow the BoEE to  
15 keep a larger percentage of the revenue it generates on its own through fees. (Current  
16 percentage is 25%.); 2) consider a minimal fee increase to become effective January,  
17 2016.

18  
19 Executive Director’s Report

20 Executive Director Magee reviewed the financial report. There is a \$600,000  
21 appropriation from the BoEE funds to pay for the “I Have a Plan Iowa!” system. If this  
22 occurs, the Board may need to consider a fee increase.

23  
24 The summer months are the busiest time for the BoEE – higher volume of telephone  
25 calls, emails and licensure applications. The phones of the consultants and some of  
26 the BoEE support staff will be turned off until 9 a.m. to allow them to process license  
27 applications. They will then respond to phone calls and emails after 9 a.m.

28  
29 The NASDTEC annual conference was attended by board member Sara Arnold, two  
30 consultants, Mary Lou Nosco and Joanne Tubbs and Executive Director Magee.  
31 Major topics discussed at the conference: Model Code of Ethics for Educators;  
32 technical updates to the Clearinghouse that tracks ethical issues (the nationwide  
33 database); a pilot project at a local district regarding access to the Clearinghouse - Des

1 Moines Public Schools will be the local district in Iowa to participate in the pilot  
2 project; and, changes regarding the NASDTEC constitution and bylaws. The  
3 Professional Practices Institute (PPI) which is held each fall, will be held in Des Moines  
4 in October of 2016.

5

6 New licensing system update: Representatives from Frontline were in our office on  
7 June 16<sup>th</sup>, to meet and discuss issues regarding programming on the development;  
8 payment system; and, communication with our current licensure server.

9

10 Communication from the Public

11 None.

12

13 Rules

14 Adopt.

15 None.

16

17 ARRC Review Pending

18 IAC 282 Chapter 14 – Special Education Endorsement Requirements (1884C) –  
19 (Currently under a session delay until the adjournment of the 2016 General  
20 Assembly.)

21

22 IAC 282 Chapter 20.5(2)f and 20.6(2)f – Specific renewal requirements for the standard  
23 license and master educator license.

24

25 IAC 282 Chapter 22.11(1) – Authorization extension.

26

27 Notice:

28 None.

29

30 Items for Discussion

31 Chapters 13, 16, 18, 20, 22, 23 and 24 – Ethics training as a requirement for renewal.  
32 The filing for notice of intended action on this is postponed pending additional  
33 information and stakeholder input.

1 Petitions for Waiver

2 None.

3

4 Reports/Approvals

5 Board Operating Guidelines: This committee will reconvene to update page 2,  
6 “Members of the Board,” add Kathy Behrens, and remove Laura Stevens and Dr. Buck  
7 and make other minor modifications regarding contact information throughout the  
8 document. This will then be brought back to the Board at a future meeting.

9

10 Background check fee increase: The \$65 fee for background checks does not cover the  
11 cost of completing and evaluating these required background checks, including costs  
12 associated with the technology required and travel expenses incurred to complete this  
13 work in this office or during visits to teacher preparation programs. Additionally, the  
14 BoEE currently absorbs all costs associated with background checks for licensure  
15 renewal applications. The BoEE staff requests the Board approve an increase from  
16 \$65 to \$75 for all in-office electronic background check fees.

17

18 The BoEE staff also requests that each renewal applicant be charged \$1 to cover the  
19 cost of the registry checks.

20

21 Andy Pattee moved, with a second by Jay Prescott, to approve a background check fee  
22 increase from \$65 to \$75 with the \$1 increase for all renewals effective July 1, 2015.

23 **MOTION CARRIED UNANIMOUSLY.**

24

25 Future board meeting dates: The Board was reminded of the board meeting dates for  
26 FY16.

27

28 Committee assignments for FY 2016: Board Chair, Richard Wortmann, distributed  
29 slips to board members to rank their committee choice, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, or no preference.  
30 He then assigned members to the committees as follows:

31

32

33

- 1       ➤ Executive Committee
- 2           Richard Wortmann, Chair
- 3           Brenda Garcia, Vice Chair
- 4           Anne Sullivan
- 5           DE Director or designee (TBD)
- 6       ➤ Professional Practices Committee
- 7           Sara Arnold
- 8           Dan Dutcher
- 9           Larry Hill
- 10          Jay Prescott
- 11       ➤ Board Operating Guidelines
- 12          Kathy Behrens
- 13          Mary K. Overholtzer
- 14          Andy Pattee
- 15          Erin Schoening

16

17   Class B License for Special Education Strategist II teaching students on alternate  
18   assessments: Andy Pattee moved, with a second by Sara Arnold, that for the 2015-16  
19   school year the \$85 licensure fee be waived for teachers responsible for directing  
20   educational services for students on alternate assessment and are applying for a K-12  
21   Instructional Strategist II: ID (MD) Administrative Decision or Class B license.

22   **MOTION CARRIED UNANIMOUSLY.**

23

24   Continue discussion on Thursday's retreat topics:

- 25       ➤ Other licensure renewal options.
- 26       ➤ Administrative Code changes.
- 27       ➤ Licensure or BoEE issues that emerged from the legislative process
- 28       ➤ Ideas on board presentations for FY16.
- 29       ➤ Iowa Board for the Treatment of Sexual Abusers (IBTSA) presentation follow up  
30       (Psychosexual Evaluations and Boundaries Counseling).

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1 There being no further business, Andy Pattee moved, with a second by Anne Sullivan  
2 to adjourn the meeting. Meeting adjourned at 1 p.m. **MOTION CARRIED**  
3 **UNANIMOUSLY.**

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