

**STATE OF IOWA  
BOARD OF EDUCATIONAL EXAMINERS**

701 E. Court Ave., Suite A  
Des Moines, IA 50309

**2019-2020 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 promote the Model Code of Ethics for Educators.
- Goal 3: The Board will promote pathways to licensure in response to teacher shortages.

**BOARD MEETING AGENDA**

*TIMES ARE APPROXIMATE*

**February 21, 2020**

**9:00 a.m.**

**Call Meeting to Order**

**Approve the Agenda**

**Tab A**

**Consent Agenda**

- a. Minutes from January 16, 2020 board meeting

**Tab B**

**Professional Practices - Licensee Discipline – Closed Session –  
Board Members Only (roll call)**

**Open Session**

- a. Results of closed session announced
- b. Approve closed session minutes from January 16, 2020
- c. Reinstatement(s)
1. None
- d. Request to Amend Board Order
1. 18-123 Alex Dolly
2. 18-176 Grant Wulf

**Communication from the Public**

**Board Communications**

- a. Board Member Reports
- b. Executive Director's Report
1. Legislative Update
2. Agency Update
3. Financial Update
4. Licensure Update
5. NASDTEC Annual Conference June 14-16, 2020 (Boston)
6. Board Meeting and Retreat June 25-26, 2020  
(Waterloo/Cedar Falls)
7. Board Operating Guidelines Committee (Harper, Rickey,  
McRina, Bower)

**Tab C**

- 11:00 a.m. Stakeholder Presentation - “Life of a Teacher Prep Student”  
 Drake: Dr. Catherine Gillespie  
 Simpson: Dr. Chad Timm  
 Iowa State University: Heidi Doellinger  
 Grand View University: Dr. Lindsay Grow
- 12:00 p.m. Lunch for Board Members
- 12:30 p.m. Rules [Iowa Administrative Code – Chapter 282 (272)]
- a. *Adopt*
    - 1. None
  - b. *ARRC Review Pending*
    - 1. IAC 282 Chapter 13 Reductions to endorsement credit hour requirements (ARC 4870C) **Tab D**
  - c. *Notice*
    - 1. None
  - d. *Items for Discussion*
    - 1. None
- Waivers**
- 1. None
- Reports/Approvals**
- 1. Board Meeting Calendar (FY 20 & Draft of FY 21) **Tab E**
- 2:00 p.m. Adjournment

**UPCOMING MEETINGS:**

March 18, 2020 (telephonic, if needed)  
 April 17, 2020



1 Sara Yedlik moved, with a second by Larry Bice, that the Board go into closed session  
2 for the purpose of discussing closed session minutes, mental health information,  
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; Bice – yes; Bower – yes; Harper – yes; McRina – yes; Overholtzer – yes;  
6 Rickey – yes; Schoening – yes; Voss – yes; Williamson – Absent; Yedlik – yes.

7 **MOTION CARRIED UNANIMOUSLY.**

8

9 Sara Yedlik moved, with a second by Larry Bice, that in **case number 19-158**, 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 rules 25.3(5)(a)(2), and order this  
12 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

13

14 Larry Bice moved, with a second by Sara Yedlik, that in **case number 19-141**, the  
15 Board find that the evidence gathered in the investigation, including witness  
16 statements and the documentary evidence, does not substantiate the allegations in the  
17 complaint, and that the Board therefore lacks probable cause to proceed with this  
18 matter. **MOTION CARRIED UNANIMOUSLY.**

19

20 Sara Yedlik moved, with a second by Larry Bice, that in **case number 19-142**, 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 Bice moved, with a second by Sara Yedlik, that in **case number 19-167**, the  
27 Board find that, although one or more of the allegations in the complaint may be  
28 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
29 the documents gathered in the course of the investigation, and the allegations may  
30 constitute a technical violation of the board's statute or administrative rules; the  
31 evidence before the board indicates that the alleged violation was an isolated incident.  
32 The Board will not pursue formal disciplinary action in this matter. **MOTION**  
33 **CARRIED UNANIMOUSLY.**

1 Sara Yedlik moved, with a second by Larry Bice, that in **case number 19-148**, the  
2 Board find probable cause to establish a violation of the following provisions of the  
3 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(3)(e) and 25.3(8)(a), and  
4 order this case set for hearing. Roll call vote: Behrens – yes; Bice – yes; Bower – yes;  
5 Harper – recused; McRina – yes; Overholtzer – yes; Rickey – yes; Schoening – yes; Voss  
6 – yes; Williamson – Absent; Yedlik – yes. **MOTION CARRIED.**

7  
8 Larry Bice moved, with a second by Sara Yedlik, that in **case number 19-144**, the  
9 Board find probable cause to establish a violation of the following provisions of the  
10 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)(e)(1), and order this  
11 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

12  
13 Larry Bice moved, with a second by Sara Yedlik, that in **case number 19-150**, the  
14 Board find probable cause to establish a violation of the following provisions of the  
15 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)(e)(1) and 25.3(1)(b)(2),  
16 and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

17  
18 Sara Yedlik moved, with a second by Larry Bice, that in **case number 19-132**, the  
19 Board find that, although one or more of the allegations in the complaint may be  
20 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
21 the documents gathered in the course of the investigation, and the allegations may  
22 constitute a technical violation of the board’s statute or administrative rules; the  
23 evidence before the board indicates that the alleged violation was an isolated incident,  
24 and adequate steps have been taken to remedy the violation and to ensure that  
25 incidents of a similar nature do not occur in the future. The Board will not pursue  
26 formal disciplinary action in this matter. **MOTION CARRIED UNANIMOUSLY.**

27  
28 Larry Bice moved, with a second by Sara Yedlik, that in **case number 19-151**, the  
29 Board find probable cause to establish a violation of the following provisions of the  
30 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(6)(c) and 25.3(6)(e), and  
31 order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

32  
33

1 Sara Yedlik moved, with a second by Larry Bice, that the Board accept the  
2 respondent's waiver of hearing and voluntary surrender in **case number 19-164**, and  
3 that the Board issue an order permanently revoking the license with no possibility of  
4 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

5  
6 Larry Bice moved, with a second by Sara Yedlik, that the Board accept the  
7 respondent's waiver of hearing and voluntary surrender in **case number 19-166**, and  
8 that the Board issue an order permanently revoking the license with no possibility of  
9 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

10  
11 Sara Yedlik moved, with a second by Larry Bice, that in **case number 19-80**, the  
12 Board accept the agreement submitted by the parties, and issue an Order  
13 incorporating the agreement of the parties and imposing the agreed upon sanction.  
14 **MOTION CARRIED UNANIMOUSLY.**

15  
16 Larry Bice moved, with a second by Sara Yedlik, that in **case number 19-88**, the  
17 Board accept the agreement submitted by the parties, and issue an Order  
18 incorporating the agreement of the parties and imposing the agreed upon sanction.  
19 **MOTION CARRIED UNANIMOUSLY.**

20  
21 Sara Yedlik moved, with a second by Larry Bice, that the Board not initiate review of  
22 the proposed decision in **case number 19-81, In the Matter of Jill Lowe**, and allow  
23 the proposed decision to become the final decision of the Board unless an appeal is  
24 taken by one of the parties within the time allowed by rule. **MOTION CARRIED**  
25 **UNANIMOUSLY.** (Ann Lebo and Jesse Ramirez left the room during the discussion of  
26 this case in closed session.)

27  
28 Larry Bice moved, with a second by Sara Yedlik, that the Board extend the 180-day  
29 deadline for issuance of the final decision in **case number 19-111**, based upon the  
30 need to conduct the hearing and the need to review the proposed decision. **MOTION**  
31 **CARRIED UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this  
32 case in closed session.)

1 Sara Yedlik moved, with a second by Larry Bice, that the Board extend the 180-day  
2 deadline for issuance of the final decision in **case number 19-112**, based upon the  
3 amount of time needed to complete the investigation due to pending criminal charges.  
4 **MOTION CARRIED UNANIMOUSLY.** (Jesse Ramirez left the room during the  
5 discussion of this case in closed session.)

6  
7 Sara Yedlik moved, with a second by Larry Bice, that the Board approve the closed  
8 session minutes from December 13, 2019. **MOTION CARRIED UNANIMOUSLY.**

9  
10 Request for Reinstatement – **case number 13-86.** Respondent Seth Fischer was  
11 alleged to have solicited an inappropriate relationship with a student. A settlement  
12 was reached and respondent agreed to a suspension for a minimum of five years and  
13 was ordered to complete a mental health evaluation and comply with any resulting  
14 recommendations for treatment and/or further training. Five years have elapsed since  
15 the effective date of the settlement and Mr. Fischer has submitted a request for  
16 reinstatement. He did complete the mental health evaluation. However, there was a  
17 recommendation for completion of a course that he has not yet completed. Due to Mr.  
18 Fischer not completing the recommended course, the board denied his request for  
19 reinstatement. Larry Bice moved, with a second by Sara Yedlik, that the Board deny  
20 the respondent’s request for reinstatement in **case number 13-86**, and issue an order  
21 stating that the materials submitted do not establish that the basis for the suspension  
22 no longer exists and it would be in the public interest for the license to be reinstated.  
23 **MOTION CARRIED UNANIMOUSLY.**

24  
25 Communication from the Public

26 None.

27  
28 Board Member Reports

29 Ryan Williamson shared a conversation he had with a former colleague regarding the  
30 human relations component in the teacher prep program and how new teachers are  
31 being introduced to working with a diverse student population.

1 Mary K. Overholtzer had a doctoral student approach her regarding how the BoEE  
2 collects data. She wanted to know the history of the STEM endorsement. It was  
3 recommended that the student contact Joanne Tubbs.

4  
5 Executive Director's Report – Dr. Lebo

6 Legislative Update: No proposed legislation. We continue to manage inquiries  
7 regarding reciprocity, pathways to the classroom, rural shortages, and efficiencies  
8 along with our review of special education requirements and secondary endorsement  
9 criteria. A bill tracker is maintained by Joanne and is available for board members  
10 and staff to follow current legislation that may affect the BoEE.

11  
12 Agency Update: Total relocation costs are approximately at \$67,000. We purchased a  
13 television monitor, which will be mounted on the board room wall for meeting  
14 presentations, Zoom meetings, etc. Our investigator position has closed and Dr. Lebo  
15 is reviewing the applications.

16  
17 Financial Update: Dr. Lebo reviewed the financial report.

18  
19 NASDTEC Ted Andrews Winter Symposium (TAWS) was held on January 8-10, 2020  
20 in San Diego. Board member Larry Bice attended on behalf of the Department of  
21 Education. The focus was on equity (pathways to recruit and retain diverse teachers  
22 and principals) and research on dispositional preparation - preparing educators to  
23 meet the needs of diverse students.

24  
25 Board Meeting and Retreat – June 25-26, 2020. Dr. Lebo asked the board for input on  
26 where to hold the board meeting and retreat. After some discussion, it was decided to  
27 hold the meeting and retreat in Waterloo at Hawkeye Community College to see and  
28 learn about their programs. The board also expressed an interest in touring the  
29 recently renovated Schindler Education Center at UNI. Rhonda McRina will assist in  
30 facilitating.

1 Stakeholder Presentation – “2019 Administrators of the Year”

2 The 2019 Administrators of the Year presented to the board and shared: How being  
3 administrator of the year has impacted them; their favorite educational success story;  
4 BoEE challenges they most often face; and, how the BoEE can better serve licensees.

5 The administrators that attended: Susie Meade, Winterset, Superintendent of the  
6 Year; Mark Lane, Urbandale, Central Office Administrator of the Year (Mark is now the  
7 superintendent in Decorah); Valerie Nyberg, Cedar Rapids, Assistant Secondary  
8 Principal of the Year; Candace Lynch, Cedar Rapids, Elementary Principal of the Year.  
9 Mark Moody, Clear Creek Amana, Secondary Principal of the Year and Kerry Newman,  
10 Council Bluffs, Middle Level Principal of the Year, were unable to attend.

11  
12 Rules

13 Adopt:

14 None.

15  
16 ARRC Review Pending:

17 IAC 282 Chapter 13 Reductions to endorsement credit hour requirements.

18  
19 Notice:

20 None.

21  
22 Items for Discussion:

23 None.

24  
25 Petition for Waiver

26 Larry Bice moved, with a second by Tony Voss, that the board approve **PFW 20-01,**  
27 **Michal South. MOTION CARRIED UNANIMOUSLY.** Reasons for approving: Michal  
28 South requested a waiver of the rule for the substitute authorization. South holds a  
29 bachelor’s degree from Northland International University, which is not a regionally  
30 accredited institution. South has successfully completed the substitute authorization  
31 course, and has experience working as a substitute paraeducator. Based on the  
32 limited authority granted by the substitute authorization and South’s successful  
33 experience working with children, the Board finds it would create an undue hardship

1 if it were to deny South’s request to waive the requirement of a bachelor’s degree from  
2 a regionally accredited institution. The Board has granted waivers in similar cases.  
3 The Board found granting the waiver would not cause prejudice to the substantial  
4 legal rights of any person. The substitute authorization carries limited authority, as  
5 the holder cannot serve for extended periods of time in one assignment. The Board  
6 finds that South has presented clear and convincing evidence that waiving the rule in  
7 question to grant this authorization would not compromise public health, safety, or  
8 welfare.

9  
10 Reports/Approvals

11 The following reports were reviewed:

- 12 • Home Base Iowa Annual Report 2019 which was prepared by Dr. Linda Espey,  
13 BoEE Consultant.
- 14 • Annual Rules Report 2020 prepared by Darcy Hathaway.
- 15 • Annual Fees Report FY19 prepared by Dr. Ann Lebo.

16  
17 There being no further business, Tony Voss moved, with a second by Sara Yedlik, to  
18 adjourn the meeting at 1:40 p.m.

To: BoEE - Executive Director, Dr. Ann Lebo  
cc: Dave Heuton, Mirela Jusic

From: Mike Cornelison

Date: February 3, 2020

Re: **FY 2020 FINANCIAL ANALYSIS**  
**Period 07 - January 2020**

**NOTE 1: Cash Balance Review**

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$903,891	\$884,216
2217 - Teachers Cert Clrg	0	0
	<u>\$903,891</u>	<u>\$884,216</u>

**Areas to Monitor:**

**RED:**

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**YELLOW:**

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**GREEN:** Office move to 701 E. Court Ave completed October 30.  
BoEE 30th Anniversary Celebration Event held December 13.

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**Outstanding issues that may affect the financial statements**

**Questions and review of financials:**

**Accounting conventions:**

Financial statements have been prepared on the cash basis.  
For Fiscal 2020, July, December & June are "3 Payroll" months.  
Budget or forecast updates will be discussed during the monthly financial review meetings and will be included in the next months financials.

**Other Information:**

[mike.cornelison@iowa.gov](mailto:mike.cornelison@iowa.gov) 515-336-9435

Fund: 0001 General Fund

Unit: 9397

Sub Unit: Blank

Appropriation: WZ9 Board of Educational Examiners

FY 2020

EDas Customer Number: 1100  
Percent of Year Complete 58%

Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget	Percent of Budget
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	(C=A+B)	(D)	To Date	Forecasted EOY
	Balance Brought Forward from Prior Year	100,000	709,643	5,950													815,593	815,593	779,722		
	Balance Carried Forward to Next Year													(100,000)	(784,216)		-	(884,216)	(768,909)		
<b>Revenue Collected</b>																					
234	Gov Transfer In Other Agencies	-	-	-	-	-	3,400	-	1,700	50	2,550	-	38	2,550	-	-	3,400	10,287	300	1133%	3429%
401	Fees, Licenses & Permits	166,551	213,121	114,349	110,083	120,933	125,349	143,035	125,865	133,800	150,673	181,042	223,378	-	-	-	993,420	1,808,178	1,900,000	52%	95%
704	Other	42,768	50,710	34,485	37,790	51,551	48,975	47,235	43,530	46,486	59,894	46,196	49,088	-	-	-	313,514	558,708	585,000	54%	96%
<b>Total Revenues:</b>		<b>309,319</b>	<b>973,473</b>	<b>154,784</b>	<b>147,873</b>	<b>172,484</b>	<b>177,724</b>	<b>190,270</b>	<b>171,096</b>	<b>180,336</b>	<b>213,117</b>	<b>227,237</b>	<b>272,503</b>	<b>(97,450)</b>	<b>(784,216)</b>	<b>-</b>	<b>2,125,927</b>	<b>2,308,551</b>	<b>2,496,113</b>	<b>85%</b>	<b>92%</b>
<b>Expenditures</b>																					
101	Personal Services	111,528	99,621	113,519	113,465	117,203	179,734	96,653	118,195	118,195	118,195	118,195	177,292	5,910	-	-	831,722	1,487,704	1,524,852	55%	98%
202	In State Travel	-	223	1,452	819	2,000	1,953	2,550	2,050	2,300	1,850	2,000	2,000	1,500	-	-	8,997	20,697	20,000	45%	103%
203	State Vehicle Operation	-	-	-	-	-	-	-	200	-	200	-	200	-	-	-	-	600	1,000	0%	60%
205	Out Of State Travel	-	-	1,983	1,170	-	-	-	1,000	2,000	3,000	2,000	2,000	2,000	-	-	3,153	15,153	20,000	16%	76%
301	Office Supplies	1,000	4,641	-	260	55	826	106	350	1,200	6,600	600	600	(4,500)	-	-	6,888	11,738	12,000	57%	98%
302	Facility Maintenance Supplies	-	-	-	-	1,130	647	282	100	250	100	100	250	100	-	-	2,059	2,959	3,000	69%	99%
303	Equipment Maintenance Supplies	-	-	-	-	-	-	-	-	1,000	-	-	1,000	-	-	-	-	2,000	4,000	0%	50%
308	Other Supplies	30	-	-	-	568	-	261	2,000	700	2,400	-	100	-	-	-	859	6,059	5,800	15%	104%
309	Printing & Binding	-	25	-	-	632	1,545	20	100	-	100	-	100	-	-	-	2,221	2,521	1,000	222%	252%
311	Food	-	-	-	-	-	-	280	-	-	-	-	-	-	-	-	280	280	-	0%	0%
313	Postage	-	508	517	476	359	725	408	650	550	550	550	600	650	-	-	2,993	6,543	6,700	45%	98%
401	Communications	-	1,189	1,189	1,218	19,799	907	9,897	1,270	1,270	1,270	1,270	1,270	1,280	-	-	34,199	41,829	43,250	79%	97%
402	Rentals	-	75	245	-	-	9,908	4,917	4,920	9,920	4,920	4,920	9,920	4,920	-	-	15,145	54,665	57,000	27%	96%
403	Utilities	-	-	-	-	-	317	307	300	250	250	200	200	200	-	-	623	2,023	3,000	21%	67%
405	Prof & Scientific Services	-	-	418	50	368	238	940	1,500	1,000	1,250	1,000	1,750	1,250	-	-	2,015	9,765	15,000	13%	65%
406	Outside Services	33	-	965	-	1,748	622	3,949	300	250	300	250	300	250	-	-	7,317	8,967	9,300	79%	96%
408	Advertising & Publicity	-	-	48	-	-	-	-	-	-	50	-	-	-	-	-	48	98	100	48%	98%
409	Outside Repairs/Service	-	-	-	-	-	-	500	500	500	500	500	1,000	500	-	-	-	3,500	6,000	0%	58%
414	Reimbursements To Other Agency	-	5,550	5,865	5,443	6,335	4,183	244	2,000	2,000	2,000	2,000	2,000	-	-	-	27,620	39,620	104,000	27%	38%
416	ITD Reimbursements	-	6,970	6,793	1,950	67,814	12,219	2,058	9,300	9,300	9,300	9,300	9,300	-	-	-	97,804	153,604	157,000	62%	98%
418	IT Outside Services	-	1,475	1,475	850	1,475	2,100	1,275	1,475	1,475	1,475	1,475	1,475	-	-	-	8,651	17,503	18,000	48%	97%
432	Attorney General Reimbursement	-	-	6,688	-	6,669	3,335	3,436	3,750	3,750	3,750	3,750	3,750	-	-	-	20,128	42,628	45,000	45%	95%
433	Gov Transfer Auditor of State	-	-	-	-	-	-	-	-	-	400	-	-	400	-	-	-	800	800	0%	100%
434	Gov Transfer Other Agencies	-	18,519	-	24,712	19,035	22,154	1,191	25,000	30,000	25,000	25,000	25,000	25,000	-	-	85,611	240,611	300,000	29%	80%
501	Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	0%	0%
502	Office Equipment	-	-	-	-	-	1,128	-	-	-	-	-	-	-	-	-	1,128	1,128	1,500	75%	75%
503	Equipment-Non Inventory	-	-	-	-	38,296	11	-	2,000	2,500	2,500	10,000	10,000	3,000	-	-	38,307	68,307	79,500	48%	86%
510	IT Equipment & Software	-	7,920	-	-	-	-	-	-	-	-	-	-	-	-	-	7,920	7,920	8,000	99%	99%
602	Other Expenses & Obligations	-	-	3,573	4,671	2,452	2,632	2,850	2,500	3,500	3,000	3,000	3,000	5,500	-	-	16,178	36,678	40,000	40%	92%
702	Fees	-	-	-	85	-	-	-	-	-	-	-	-	-	-	-	-	-	30	0%	0%
705	Refunds-Other	-	-	-	85	-	-	85	50	-	100	80	-	-	-	-	170	400	280	61%	143%
<b>Total Expenditures:</b>		<b>112,590</b>	<b>146,715</b>	<b>142,748</b>	<b>155,982</b>	<b>287,109</b>	<b>245,183</b>	<b>131,708</b>	<b>179,510</b>	<b>191,910</b>	<b>189,060</b>	<b>186,190</b>	<b>253,108</b>	<b>64,485</b>	<b>-</b>	<b>-</b>	<b>1,222,036</b>	<b>2,286,299</b>	<b>2,496,113</b>	<b>49%</b>	<b>92%</b>
<b>Current Month Operations</b>		<b>196,728</b>	<b>826,758</b>	<b>12,036</b>	<b>(8,109)</b>	<b>(114,625)</b>	<b>(67,459)</b>	<b>58,562</b>	<b>(8,414)</b>	<b>(11,574)</b>	<b>24,057</b>	<b>41,047</b>	<b>19,396</b>	<b>(161,935)</b>	<b>(784,216)</b>	<b>-</b>	<b>903,891</b>	<b>22,251</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Cash Balance</b>		<b>196,728</b>	<b>1,023,487</b>	<b>1,035,523</b>	<b>1,027,413</b>	<b>912,788</b>	<b>845,329</b>	<b>903,891</b>	<b>895,477</b>	<b>883,902</b>	<b>907,959</b>	<b>949,007</b>	<b>968,402</b>	<b>806,467</b>	<b>22,251</b>	<b>22,251</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

FOOTNOTES

Revenues

234 Gov Transfer In Other Agencies - includes WebSpec reimbursement.

Expenditures

- 101 Personal Services - July, December & June have 3 payroll warrants written.
- 202 In State Travel - Employee travel and Board Meeting expense.
- 205 Out of State Travel - October & November expense is for travel & registration for the NASDTEC 2019 Professional Practices Institute.
- 301 Office Supplies - December equipment includes break room equipment, and copier maintenance.
- 302 Facility Maintenance Supplies - November expense is for the sign on the 701 E. Court Ave facility. December expense is for janitorial supplies.
- 308 Other Supplies - November expense is for an indoor flag set.
- 309 Printing & Binding - December expense includes the purchase of BoEE logo mugs, and print cost for an ethics brochure.
- 401 Communication - Cell phone and ICN Voice usage. November expense includes one-time fiber & ethernet installation at the new office location. January expense includes a phone moving charge of \$7,524.
- 402 Rentals - Facility lease & exhibit booths for the trade events. December expense includes Nov & Dec facility lease payments.
- 405 Prof & Scientific Services - payments to school districts for Board Member per diem & substitute reimbursements.
- 406 Outside Services - Expense of \$1,680 in November and \$3,240 in January are for the office move.
- 414 Reimbursements to Other Agencies - Association fee & DAS services. December Association fee charge to be credited in January.
- 416 ITD Reimbursements - I/3 Admin & OCIO Services. November expense includes the annual Salesforce license fee for FY20 of \$66,055. December expense is for Carahsoft VOD support for July & August.
- 418 IT Outside Services - WebSpec Design costs (budgeted in 405 Prof & Scientific Services), & Insight desktop support (budgeted in 416 ITD Reimbursements).
- 434 Gov Transfer Other Agencies - DCI criminal history & background checks.
- 502 Office Equipment - December expense is for a storage cabinet and 2 adjustable standing desks.
- 503 Equipment-Non Inventory - November expense is for offices, conference room and break room furnishings.
- 510 IT Equipment & Software - Forecasted expense is for computer replacements for staff.
- 602 Other Expenses & Obligations - TOS credit card processing fees.

Job Class	Board Members
14000-001	Kristen M Rickey
14000-002	Sara J Yedlik
14000-003	Anthony D Voss
14000-004	Timothy W Bower
14000-005	Erin K Schoening
14000-006	Larry Bice DOE
14000-007	Rhonda McRina
14000-008	Mary K Overholtzer
14000-009	Ryan J Williamson
14000-010	David M Schipper
14000-011	Kathy J Behrens
14000-012	David A Harper

Job Class

00018-002	Clerk-Specialist	Zenta Klavins	1.00
00018-003	Clerk-Specialist	Sharon S Jensen	1.00
00018-004	Clerk-Specialist	Danielle N Brookes	1.00
00121-001	Info Tech Specialist 4	Jeff S Debruin	1.00
00697-001	Investigator 3	vacant (McNellis)	1.00
00705-801	Admin Intern	vacant	0.00
01071-001	Education Program Consultant	Steven C Mitchell	1.00
01071-005	Education Program Consultant	Michael D Cavin	1.00
01071-006	Education Program Consultant	Gregory S Horstman	1.00
01071-007	Education Program Consultant	Linda Hunt Espey	1.00
01071-008	Education Program Consultant	David D Wempen	1.00
31038-002	Exec Dir/Ed Examiners Board	Ann E Lebo	1.00
31513-001	Admin Consultant	Joanne K Tubbs	1.00
90645-001	Attorney 3	Darcy K Hathaway	1.00
95002-001	Secretary 3	Kimberly K Cunningham	1.00

Total Budgeted FTEs 14.00

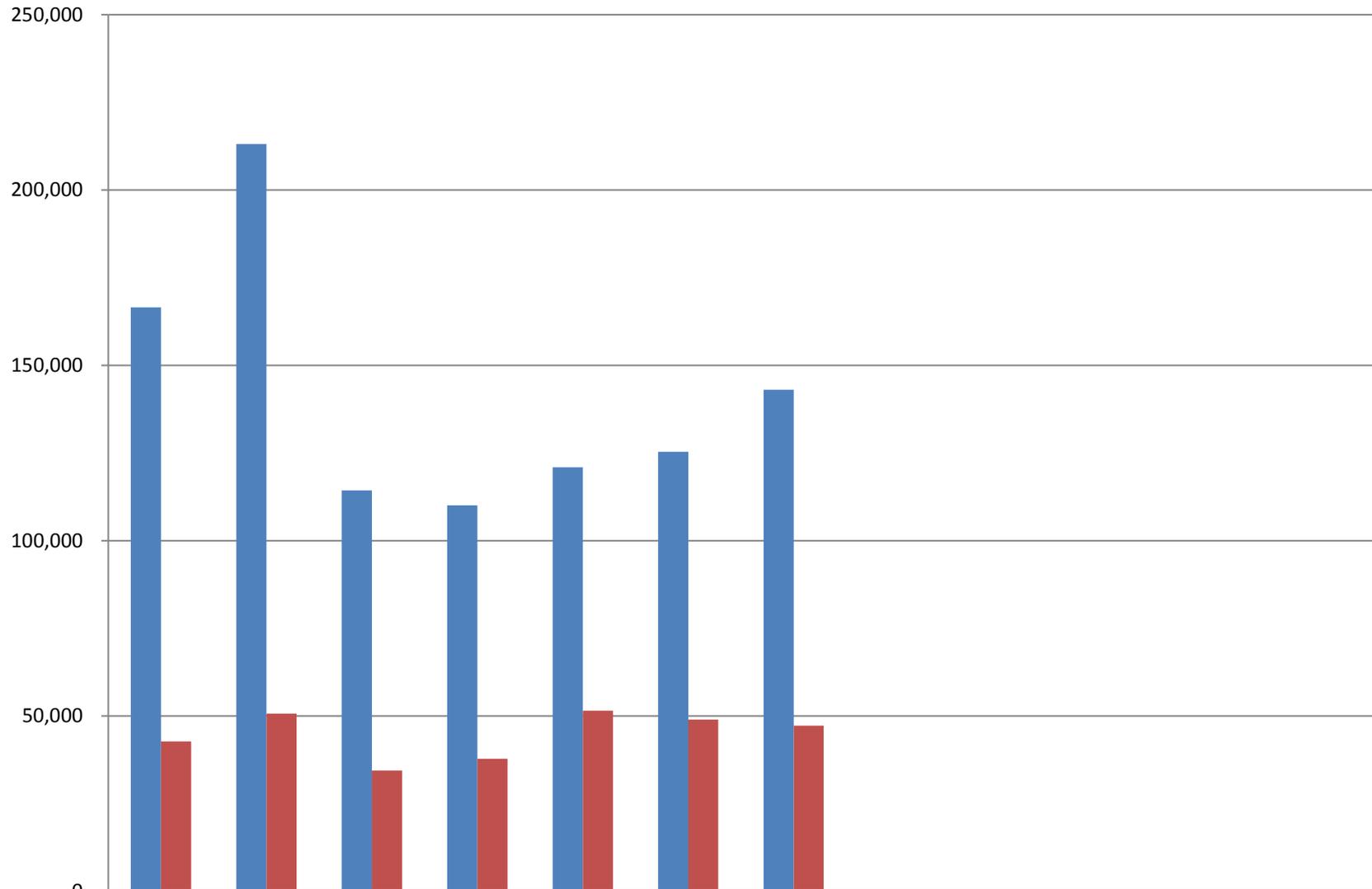
Fund: 0001 General Fund  
 Unit: 9397  
 Sub Unit: Blank  
 Appropriation: WZ9

Board of Educational Examiners

Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD
		Actual	Forecast	Actual													
	Appropriation																
	BBF																
<b>Revenue Collected</b>																	
234	Gov Transfer In Other Agencies	0	0	0	0	0	3,400	0	0	0	0	0	0	0	0	0	3,400
401	Licensure Fees	166,551	213,121	114,349	110,083	120,933	125,349	143,035	0	0	0	0	0	0	0	0	993,420
704	DCI Check Fees	42,768	50,710	34,485	37,790	51,551	48,975	47,235	0	0	0	0	0	0	0	0	313,514
<b>Total Revenues:</b>		<b>209,319</b>	<b>263,831</b>	<b>148,834</b>	<b>147,873</b>	<b>172,484</b>	<b>177,724</b>	<b>190,270</b>	-	-	-	-	-	-	-	-	<b>1,310,334</b>
234 Gen Fund	Licensure Fees % - Other Agcy	0	0	0	0	0	0	0	0	0	0	0	0				0
401 Gen Fund	Licensure Fees	52,557	67,718	36,396	34,993	38,464	39,957	45,350	0	0	0	0	0				315,436
<b>Total General Fund</b>		<b>52,557</b>	<b>67,718</b>	<b>36,396</b>	<b>34,993</b>	<b>38,464</b>	<b>39,957</b>	<b>45,350</b>	<b>0</b>	<b>315,436</b>							
<b>Total Receipts</b>		<b>261,876</b>	<b>331,549</b>	<b>185,230</b>	<b>182,866</b>	<b>210,948</b>	<b>217,681</b>	<b>235,620</b>	-	-	-	-	-	-	-	-	<b>1,625,770</b>

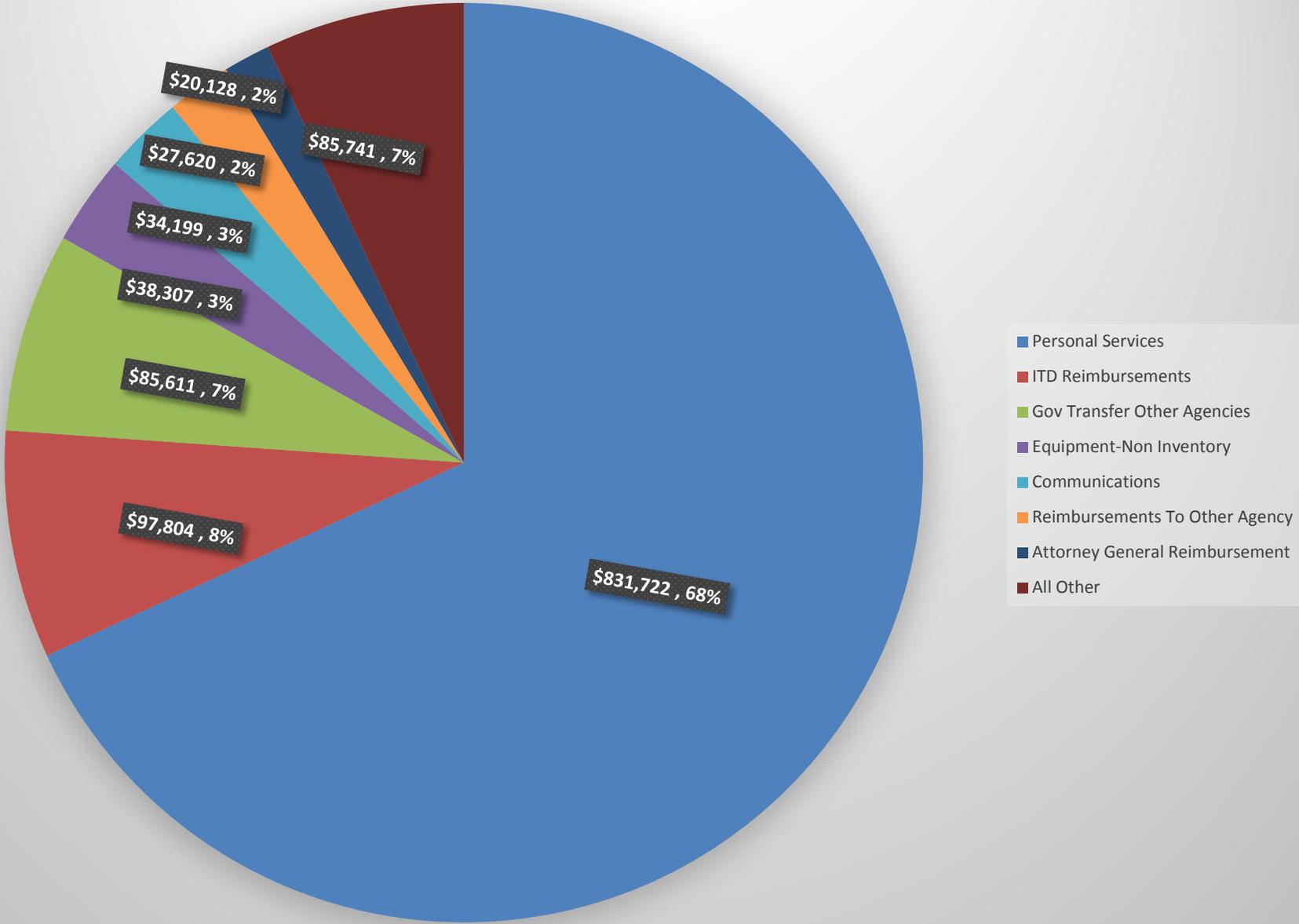
Note -  
 General Fund 0001-996-2820

## Receipts July 2019-June 2020



	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Licensure Fees	166,551	213,121	114,349	110,083	120,933	125,349	143,035	0	0	0	0	0
DCI Check Fees	42,768	50,710	34,485	37,790	51,551	48,975	47,235	0	0	0	0	0

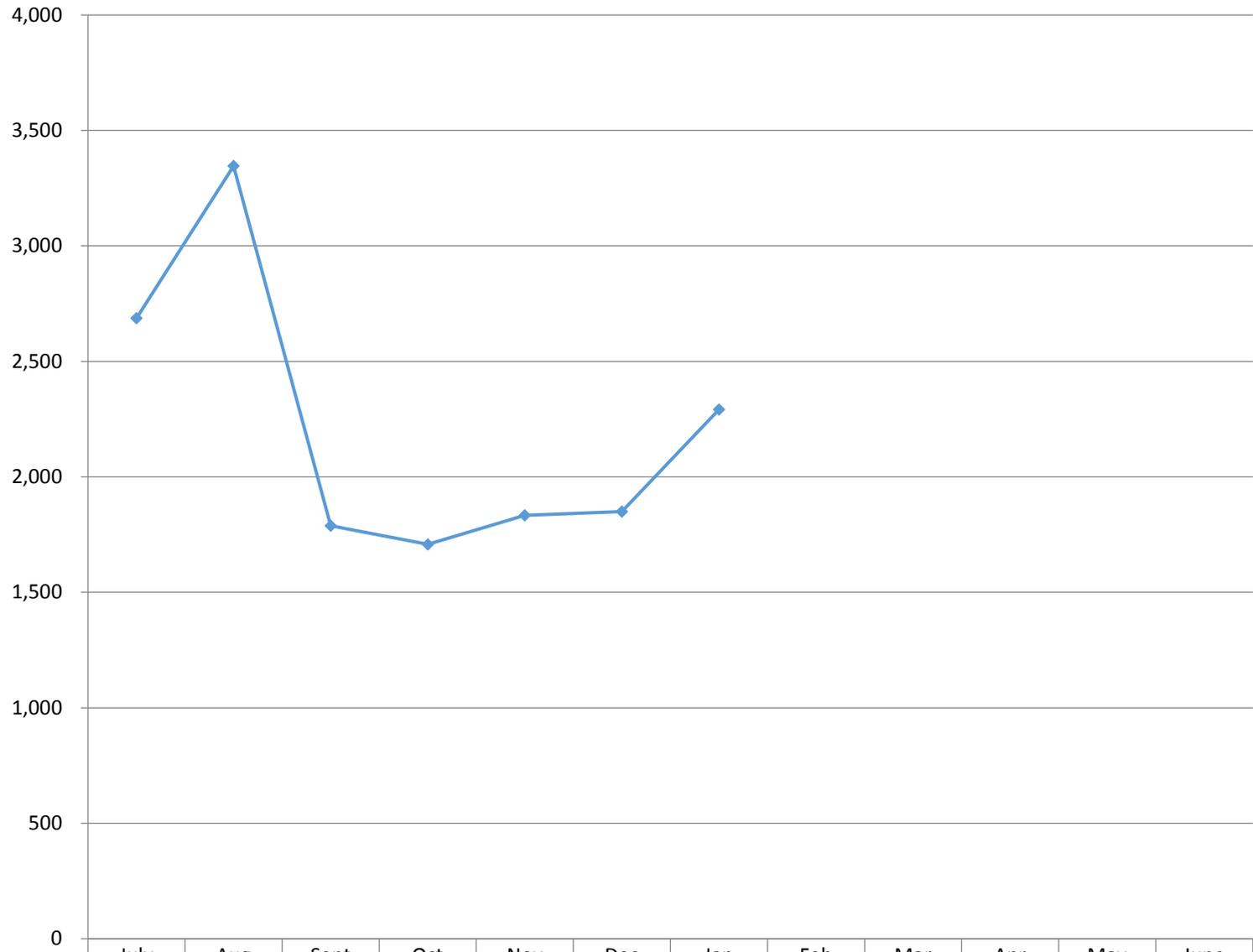
# Expenditures July 2019-June 2020



**Obligations vs. Budget Report**  
**Budget Fiscal Year: 2020**

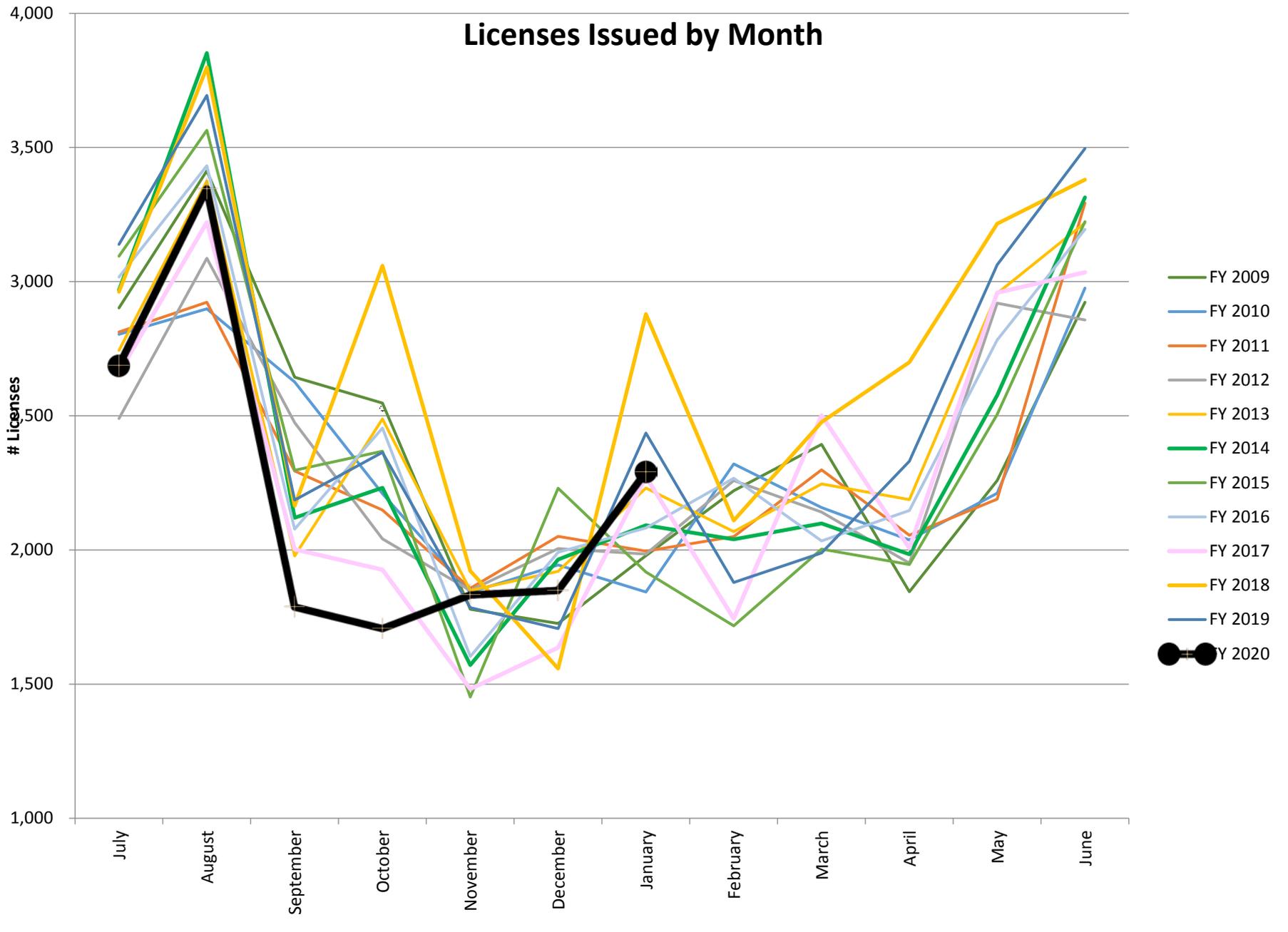
	Actual To-Date	FY-Encumbered	Total Obligations FY-TO-Date	FY 20 Budget	Budget Balance	Percent of Budget Received /Spent
<b>Resources -</b>						
Balance Forward	815,593		815,593	779,722		
234 Gov Transfer In Other Agencies	3,400		3,400	300		
401 Fees, Licenses & Permits	993,420		993,420	1,900,000		
704 Other	313,514		313,514	585,000		
Total Resources	<b>\$2,125,927</b>	<b>\$0</b>	<b>\$2,125,927</b>	<b>\$3,265,022</b>		
(Total Revenues)	<u><u>\$1,310,334</u></u>	<u><u>\$0</u></u>	<u><u>\$1,310,334</u></u>	<u><u>\$2,485,300</u></u>	\$1,174,965	53%
<b>Expenditures -</b>						
101 Personal Services	831,722		831,722	1,524,852	693,130	55%
202 In State Travel	8,997		8,997	20,000	11,003	45%
203 State Vehicle Operation	0		0	1,000	1,000	0%
205 Out Of State Travel	3,153		3,153	20,000	16,847	16%
301 Office Supplies	6,888		6,888	12,000	5,111	57%
302 Facility Maintenance Supplies	2,059		2,059	3,000	0	69%
303 Equipment Maintenance Supplies	0		0	4,000	4,000	0%
308 Other Supplies	859		859	5,800	4,941	15%
309 Printing & Binding	2,221		2,221	1,000	(1,221)	222%
311 Food	280		280	0	(280)	100%
313 Postage	2,993		2,993	6,700	3,708	45%
401 Communications	34,199		34,199	43,250	9,051	79%
402 Rentals	15,145		15,145	57,000	41,855	27%
403 Utilities	623		623	3,000	2,377	21%
405 Prof & Scientific Services	2,015		2,015	15,000	12,986	13%
406 Outside Services	7,317		7,317	9,300	1,983	79%
408 Advertising & Publicity	48		48	100	52	48%
409 Outside Repairs/Service	0		0	6,000	6,000	0%
414 Reimbursements To Other Agency	27,620		27,620	104,000	76,380	27%
416 ITD Reimbursements	97,804		97,804	157,000	59,196	62%
418 IT Outside Services	8,651		8,651	18,000	9,349	48%
432 Attorney General Reimbursement	20,128		20,128	45,000	24,872	45%
433 Gov Transfer Auditor of State	0		0	800	800	0%
434 Gov Transfer Other Agencies	85,611		85,611	300,000	214,390	29%
501 Equipment	0		0	10,000	10,000	0%
502 Office Equipment	1,128		1,128	1,500	372	75%
503 Equipment-Non Inventory	38,307		38,307	79,500	41,193	48%
510 IT Equipment & Software	7,920		7,920	8,000	80	99%
602 Other Expenses & Obligations	16,178		16,178	40,000	23,822	40%
702 Fees	0		0	30	30	0%
705 Refunds-Other	170		170	280	110	61%
Total Expenditures	\$1,222,036	\$0	\$1,222,036	\$2,496,113	\$1,273,136	49%
CY Revenue Less Expenditures	<u><u>\$88,298</u></u>					
Estimated Carry Forward	<u><u>\$903,891</u></u>					

### Total # Licenses Issued FY20



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total # Transactions Processed	2,687	3,346	1,788	1,708	1,833	1,850	2,292					

# Licenses Issued by Month



**Number of Licenses Issued by Month**

	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
<b>FY 2020</b>	2,687	3,346	1,788	1,708	1,833	1,850	2,292						
<b>Running Total</b>	2,687	6,033	7,821	9,529	11,362	13,212	15,504	15,504	15,504	15,504	15,504	15,504	
<b>FY 2019</b>	3,139	3,694	2,186	2,364	1,785	1,707	2,436	1,879	1,989	2,331	3,063	3,496	30,069
<b>Running Total</b>	3,139	6,833	9,019	11,383	13,168	14,875	17,311	19,190	21,179	23,510	26,573	30,069	
<b>FY 2018</b>	2,962	3,799	2,165	3,059	1,922	1,558	2,879	2,110	2,476	2,700	3,216	3,380	32,226
<b>Running Total</b>	2,962	6,761	8,926	11,985	13,907	15,465	18,344	20,454	22,930	25,630	28,846	32,226	
<b>FY 2017</b>	2,660	3,221	2,002	1,926	1,482	1,636	2,273	1,744	2,502	2,007	2,959	3,035	27,447
<b>Running Total</b>	2,660	5,881	7,883	9,809	11,291	12,927	15,200	16,944	19,446	21,453	24,412	27,447	
<b>FY 2016 Actual</b>	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,195	29,083
<b>Running Total</b>	3,017	6,449	8,527	10,981	12,584	14,575	16,657	18,924	20,958	23,105	25,888	29,083	
<b>FY 2015 Actual</b>	<u>3,095</u>	<u>3,564</u>	<u>2,297</u>	<u>2,368</u>	<u>1,452</u>	<u>2,230</u>	<u>1,918</u>	<u>1,717</u>	<u>2,003</u>	<u>1,946</u>	<u>2,505</u>	<u>3,224</u>	<u>28,319</u>
<b>Running Total</b>	3,095	6,659	8,956	11,324	12,776	15,006	16,924	18,641	20,644	22,590	25,095	28,319	
<b>FY 2014 Actual</b>	<u>2,968</u>	<u>3,852</u>	<u>2,120</u>	<u>2,232</u>	<u>1,571</u>	<u>1,964</u>	<u>2,092</u>	<u>2,040</u>	<u>2,099</u>	<u>1,984</u>	<u>2,576</u>	<u>3,314</u>	<u>28,812</u>
<b>Running Total</b>	2,968	6,820	8,940	11,172	12,743	14,707	16,799	18,839	20,938	22,922	25,498	28,812	
<b>FY 2013 Actual</b>	<u>2,744</u>	<u>3,375</u>	<u>1,978</u>	<u>2,488</u>	<u>1,849</u>	<u>1,920</u>	<u>2,231</u>	<u>2,068</u>	<u>2,246</u>	<u>2,188</u>	<u>2,956</u>	<u>3,219</u>	<u>29,262</u>
<b>Running Total</b>	2,744	6,119	8,097	10,585	12,434	14,354	16,585	18,653	20,899	23,087	26,043	29,262	
<b>FY 2012 Actual</b>	2,490	3,087	2,475	2,041	1,849	2,005	1,985	2,259	2,141	1,951	2,920	2,857	28,060
<b>Running Total</b>	2,490	5,577	8,052	10,093	11,942	13,947	15,932	18,191	20,332	22,283	25,203	28,060	
<b>FY 2011 Actual</b>	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
<b>Running Total</b>	2,812	5,735	8,029	10,178	12,035	14,086	16,082	18,132	20,431	22,486	24,675	27,968	
<b>FY 2010 Actual</b>	2,804	2,899	2,626	2,210	1,842	1,944	1,843	2,321	2,158	2,037	2,211	2,976	27,871
<b>Running Total</b>	2,804	5,703	8,329	10,539	12,381	14,325	16,168	18,489	20,647	22,684	24,895	27,871	
<b>FY 2009 Actual</b>	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
<b>Running Total</b>	2,902	6,315	8,959	11,506	13,285	15,011	16,990	19,211	21,604	23,448	25,707	28,630	





Tab D is a very large file (approximately 60 MB) so it is omitted here.

You can find Tab D by itself at

<https://drive.google.com/a/iowa.gov/file/d/12tu--7yPI0yZZZsQSuoOtmC6lfRLsXz1/view?usp=sharing>

And you can find the entire packet at

[https://drive.google.com/a/iowa.gov/file/d/1TzaS1Eals8yezJjafL8K\\_M\\_Fyr\\_Fu9Ly/view?usp=sharing](https://drive.google.com/a/iowa.gov/file/d/1TzaS1Eals8yezJjafL8K_M_Fyr_Fu9Ly/view?usp=sharing)

A recording of the hearing can be found at

[https://drive.google.com/a/iowa.gov/file/d/1h40zPP9spgriHITUrOFmINWYk9N8\\_6jj/view?usp=sharing](https://drive.google.com/a/iowa.gov/file/d/1h40zPP9spgriHITUrOFmINWYk9N8_6jj/view?usp=sharing)

or

[https://drive.google.com/a/iowa.gov/file/d/1sOP0-gg76Zf\\_gAVn\\_PgnuaHCTucjeBex/view?usp=sharing](https://drive.google.com/a/iowa.gov/file/d/1sOP0-gg76Zf_gAVn_PgnuaHCTucjeBex/view?usp=sharing)

# IOWA BOARD OF EDUCATIONAL EXAMINERS

## Board Meeting Calendar Fiscal Year 2020

<b>Day(s) of week Date</b>	<b>Location</b>	<b>Other Information</b>
July 2019 NO MEETING		
Wednesday, August 7, 2019	Grimes Bldg.	Telephonic Meeting at 4 p.m. (if needed)
Friday, September 13, 2019	Grimes Bldg.	
Friday, October 25, 2019	Grimes Bldg.	
Wednesday, November 13, 2019	BoEE Office	Telephonic Meeting at 4 p.m. (if needed)
Friday, December 13, 2019	BoEE Office	
Thursday, January 16, 2020	Capitol Rotunda & BoEE Office	Legislative Reception Board Meeting
Friday, February 21, 2020	BoEE Office	
Wednesday, March 18, 2020	BoEE Office	Telephonic Meeting at 4 p.m. (if needed)
Friday, April 17, 2020	BoEE Office	
Friday, May 15, 2020	BoEE Office	
Thursday & Friday, June 25-26, 2020	TBD	Board Retreat Board Meeting
July 2020 NO MEETING		
Wednesday, August 5, 2020	BoEE Office	Telephonic Meeting at 4 p.m. (if needed)

# IOWA BOARD OF EDUCATIONAL EXAMINERS

## Board Meeting Calendar Fiscal Year 2021

<b>Day(s) of week Date</b>	<b>Location</b>	<b>Other Information</b>
July 2020 NO MEETING		
Wednesday, August 5, 2020	BoEE Office	Telephonic Meeting at 4 p.m. (if needed)
Friday, September 11, 2020	BoEE Office	
Friday, October 23, 2020	BoEE Office	
Wednesday, November 18, 2020	BoEE Office	Telephonic Meeting at 4 p.m. (if needed)
Friday, December 11, 2020	BoEE Office	
Thursday, January 14, 2021	Capitol Rotunda & BoEE Office	Legislative Reception Board Meeting
Friday, February 19, 2021	BoEE Office	
Wednesday, March 17, 2021	BoEE Office	Telephonic Meeting at 4 p.m. (if needed)
Friday, April 23, 2021	BoEE Office	
Friday, May 21, 2021	BoEE Office	
Thursday & Friday, June 24-25, 2021	TBD	Board Retreat Board Meeting
July 2021 NO MEETING		
Wednesday, August 4, 2021	BoEE Office	Telephonic Meeting at 4 p.m. (if needed)