

**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*

**May 15, 2020**

**This meeting will be conducted electronically.**

**To access the meeting visit: [Iowa Board of Educational Examiners - Facebook Live Stream](#)**

**8:00 a.m.**

**Call Meeting to Order**

**Introduction of New Board Member - Chad Janzen**

**Approve the Agenda**

**Tab A**

**Consent Agenda**

- a. Minutes from April 17, 2020 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 April 17, 2020
- c. Reinstatement(s)
  - 1. Case No. 16-40 Doug Wilkinson

**Communication from the Public**

(If you wish to address the board, please contact Joanne Tubbs by 8:30 a.m. at [joanne.tubbs@iowa.gov](mailto:joanne.tubbs@iowa.gov) )

**Board Communications**

- a. Board Member Reports
- b. Executive Director's Report
  - 1. Legislative Update
  - 2. Agency Update
  - 3. Financial Update
  - 4. Licensure Update
  - 5. Board Meeting and Retreat June 25-26, 2020

**Tab C**

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

- a. Adopt
  - 1. None
- b. ARRC Review Pending
  - 1. None
- c. Notice
  - 1. None
- d. Items for Discussion
  - 1. None

**Waivers**

- 1. PFW 20-02 James Brook

**Tab D**

**Reports/Approvals**

- 1. Report by Mary Stevens - Special Education Focus Groups
- 2. Presentation of Certificate of Service - Mary K. Overholtzer

**Tab E**

**12:00 p.m.**

**Adjournment**

**UPCOMING MEETINGS:**

**Thursday & Friday, June 25-26, 2020  
(Board Retreat and Meeting)**

**July - No Meeting**

**Wednesday, August 5, 2020  
(Zoom meeting, if needed)**



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, confidential mental health  
3 information, whether to initiate licensee disciplinary proceedings, and the decision to  
4 be rendered in a contested case, pursuant to Iowa Code sections 21.5(a), (d), and (f).  
5 Roll call vote: Behrens – yes; Bice – yes; Bower – yes; Harper – yes; McRina – yes;  
6 Overholtzer – yes; Rickey – yes; Schipper – yes; Schoening – yes; Voss – yes;  
7 Williamson – yes; Yedlik – yes. **MOTION CARRIED UNANIMOUSLY.**

8  
9 Larry Bice moved, with a second by Ryan Williamson, that in **case number 19-120**,  
10 the 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(1)(e)(7), and order this  
12 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

13  
14 David Schipper moved, with a second by Sara Yedlik, that in **case number 19-182**,  
15 the Board return the complaint and investigative report to the investigator to gather  
16 further information, and return the case to the Board for further consideration.  
17 **MOTION CARRIED UNANIMOUSLY.**

18  
19 Sara Yedlik moved, with a second by Larry Bice, that in **case number 19-184**, the  
20 Board find probable cause to establish a violation of the following provisions of the  
21 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(7)(c), and order this case  
22 set for hearing. **MOTION CARRIED UNANIMOUSLY.**

23  
24 David Schipper moved, with a second by Ryan Williamson, that in **case number 20-**  
25 **03**, the Board find probable cause to establish a violation of the following provisions of  
26 the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(2)(b), and order this  
27 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

28  
29 Sara Yedlik moved, with a second by Larry Bice, that in **case number 20-12**, the  
30 Board find probable cause to establish a violation of the following provisions of the  
31 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(5)(a)(2), and order this  
32 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

33

1 Larry Bice moved, with a second by Sara Yedlik, that in **case number 20-13**, 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(2)(b), and order this case  
4 set for hearing. Roll call vote: Behrens – yes; Bice – yes; Bower – yes; Harper – yes;  
5 McRina – yes; Overholtzer – yes; Rickey – yes; Schipper – yes; Schoening – recused;  
6 Voss – yes; Williamson – yes; Yedlik – yes. **MOTION CARRIED.**

7  
8 Sara Yedlik moved, with a second by Ryan Williamson, that in **case number 19-136**,  
9 the Board find that the evidence gathered in the investigation, including witness  
10 statements and the documentary evidence, does not substantiate the allegations in the  
11 complaint, and that the Board therefore lacks probable cause to proceed with this  
12 matter. **MOTION CARRIED UNANIMOUSLY.**

13  
14 David Schipper moved, with a second by Larry Bice, that in **case number 19-157**, the  
15 Board find probable cause to establish a violation of the following provisions of the  
16 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)(b)(2) and 25.3(1)(e)(4)  
17 and (5), and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

18  
19 Ryan Williamson moved, with a second by Sara Yedlik, that in **case number 19-168**,  
20 the Board accept the agreement submitted by the parties, and issue an Order  
21 incorporating the agreement of the parties and imposing the agreed upon sanction.  
22 **MOTION CARRIED UNANIMOUSLY.**

23  
24 Sara Yedlik moved, with a second by Larry Bice, that in **case number 19-179**, the  
25 Board accept the agreement submitted by the parties, and issue an Order  
26 incorporating the agreement of the parties and imposing the agreed upon sanction.  
27 **MOTION CARRIED UNANIMOUSLY.**

28  
29 Sara Yedlik moved, with a second by Ryan Williamson, that in **case number 19-175**,  
30 the Board accept the agreement submitted by the parties, and issue an Order  
31 incorporating the agreement of the parties and imposing the agreed upon sanction.  
32 **MOTION CARRIED UNANIMOUSLY.**

1 Larry Bice moved, with a second by David Schipper, that in **case number 19-178**, the  
2 Board accept the agreement submitted by the parties, and issue an Order  
3 incorporating the agreement of the parties and imposing the agreed upon sanction.  
4 **MOTION CARRIED UNANIMOUSLY.**

5  
6 Ryan Williamson moved, with a second by Sara Yedlik, that in **case number 19-169**,  
7 the Board accept the agreement submitted by the parties, and issue an Order  
8 incorporating the agreement of the parties and imposing the agreed upon sanction.  
9 **MOTION CARRIED UNANIMOUSLY.**

10  
11 Sara Yedlik moved, with a second by Larry Bice, that in **case number 19-152**, 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 David Schipper moved, with a second by Larry Bice, that the Board not initiate review  
17 of the proposed decision in **case number 19-92, In the Matter of Theresa Gail**, and  
18 allow the proposed decision to become the final decision of the Board unless an appeal  
19 is taken by one of the parties within the time allowed by rule. **MOTION CARRIED**  
20 **UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this case in  
21 closed session.)

22  
23 Larry Bice moved, with a second by Sara Yedlik, to extend the 180-day deadline for  
24 issuance of the final decision in **case number 19-157**, based upon the need to set the  
25 hearing and the need to review the proposed decision. **MOTION CARRIED**  
26 **UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this case in  
27 closed session.)

28  
29 Sara Yedlik moved, with a second by Ryan Williamson, to extend the 180-day deadline  
30 for issuance of the final decision in **case number 19-158**, based upon the need to set  
31 the hearing and the need to review the proposed decision. **MOTION CARRIED**  
32 **UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this case in  
33 closed session.)

1 Larry Bice moved, with a second by Sara Yedlik, to extend the 180-day deadline for  
2 issuance of the final decision in **case number 19-163**, based upon the amount of time  
3 needed to complete the investigation, the need to conduct the hearing and the need to  
4 review the proposed decision. **MOTION CARRIED UNANIMOUSLY.** (Jesse Ramirez  
5 left the room during the discussion of this case in closed session.)

6  
7 Tony Voss moved, with a second by David Schipper, to approve the closed session  
8 minutes for February 21, 2020 and March 18, 2020.

9  
10 The following requests for reinstatement were discussed in open session:

11 Case number 18-188, Joanne Jacobs – The complaint alleged the respondent (a  
12 substitute teacher) hit a non-compliant student. The agreement imposed a reprimand  
13 and minimum nine-month suspension, as well as a requirement to complete the ethics  
14 course and an anger management course. Sara Yedlik moved, with a second by Larry  
15 Bice, that the Board grant the respondent’s request for reinstatement in **case number**  
16 **18-188**, and issue an order stating that the basis for the suspension no longer exists  
17 and it will be in the public interest for the license to be reinstated. **MOTION**  
18 **CARRIED UNANIMOUSLY.**

19  
20 Case number 18-08, Scott Teater – The complaint alleged inappropriate text  
21 messaging (which were not sexual in nature but several text messages establishing a  
22 friendly relationship) and phone conversations with a student the respondent (a band  
23 instructor) met while working at an event out of state. The agreement imposed a  
24 reprimand, minimum one-year suspension, ethics course, and mental health  
25 evaluation. Larry Bice moved, with a second by Sara Yedlik, that the Board grant the  
26 respondent’s request for reinstatement in **case number 18-08**, and issue an order  
27 stating that the basis for the suspension no longer exists and it will be in the public  
28 interest for the license to be reinstated. **MOTION CARRIED UNANIMOUSLY.**

29  
30 Communication from the Public

31 None.

1 Board Member Reports

2 None.

3

4 Executive Director's Report

5 Legislative Update/Licensure Update: The rule regarding reductions to endorsement  
6 credit hour requirements that would modify secondary "all" endorsements and teacher  
7 librarian requirements has been removed from the ARRC at this time and will return  
8 for further discussion in the Fall. The BoEE will reach out to key  
9 stakeholders/partners to participate in a work group to discuss the context of this  
10 proposed change and request stakeholder input in addition to possible next steps.  
11 (The work group was scheduled to meet in March but was cancelled due to the  
12 COVID-19 pandemic and the legislature on recess.)

13

14 A declaration by the Governor stated that no license shall expire during the COVID-19  
15 pandemic. If a licensee requests an extension, there will be no charge. This is in  
16 effect, at this time, until April 30, 2020.

17

18 We are suspending fingerprinting as well. We are issuing licenses at this time without  
19 the federal background check. We are continuing to run state DCI, all registries and  
20 Iowa Courts Online. Licensees have been notified that once fingerprinting resumes  
21 they will need to have the fingerprinting done.

22

23 We currently have a proposal before the Governor regarding Initial Licenses for  
24 teachers and administrators. Our expectation is that this will not be required as this  
25 year will be counted as a full year.

26

27 Agency Update: Due to the COVID-19 pandemic, all BoEE staff has had the ability to  
28 work from home. We are trying to maintain the office with no more than four people  
29 on a given day. The office is closed to walk-ins except for mail deliveries, FedEx and  
30 UPS deliveries.

31

32 Financial Update: Mike Cavin reviewed the financial report.

33

1 NASDTEC Annual Conference, June 14-16, 2020 (Boston): The conference has been  
2 cancelled due to the COVID-19 pandemic.

3

4 Board Meeting and Retreat, June 25-26, 2020 (Waterloo/Cedar Falls): More  
5 information to come. Due to the COVID-19 pandemic, we are waiting on making a  
6 final decision if this will take place in Waterloo/Cedar Falls.

7

8 Rules

9 Adopt:

10 None.

11

12 ARRC Review Pending:

13 None.

14

15 Notice:

16 None.

17

18 Items for Discussion:

19 None.

20

21 Petition for Waiver

22 None.

23

24 Reports/Approvals

25 David Wempen reviewed the Career and Technical Education Report with the Board.  
26 He also updated the Board on a conference (Teach CTE: A National Teacher  
27 Recruitment and Retention Summit) he attended on February 26-28, 2020, in Fort  
28 Lauderdale. The summit was led by ACTE to bring together CTE educators and key  
29 CTE education stakeholders to discuss teacher recruitment and retention promising  
30 practices and ways to replicate those practices via a national strategy.

31

1 FY 21 Board Meeting Calendar: Rhonda McRina moved, with a second by Tim Bower,  
2 that the board approve the FY 21 board meeting calendar. **MOTION CARRIED**  
3 **UNANIMOUSLY.**

4

5 Mike Cavin presented David Schipper with a certificate of service for his three years of  
6 service as a BoEE board member. This was David's last meeting – his term ends on  
7 April 30, 2020.

8

9 There being no further business, Tony Voss moved, with a second by David Schipper,  
10 to adjourn the meeting at 10:00 a.m.

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To: BoEE - Interim Executive Director, Mike Cavin  
cc: Dave Heuton, Mirela Jusic

From: Mike Cornelison

Date: May 1, 2020

Re: **FY 2020 FINANCIAL ANALYSIS**  
**Period 10 - April 2020**

**NOTE 1: Cash Balance Review**

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$853,010	\$908,516
2217 - Teachers Cert Clrg	0	0
	<u>\$853,010</u>	<u>\$908,516</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 83%

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	Actual	Actual	Actual	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)	(808,516)		-	(908,516)	(768,909)		
<b>Revenue Collected</b>																					
234	Gov Transfer In Other Agencies	-	-	-	-	-	3,400	-	-	2,150	777	-	-	3,250	-	-	6,327	9,577	300	2109%	3192%
401	Fees, Licenses & Permits	166,551	213,121	114,349	110,083	120,933	125,349	143,035	108,719	108,103	107,131	181,042	223,378	-	-	-	1,317,373	1,721,792	1,900,000	69%	91%
704	Other	42,768	50,710	34,485	37,790	51,551	48,975	47,235	37,875	37,185	27,600	46,196	49,088	-	-	-	416,174	511,458	585,000	71%	87%
<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>146,594</b>	<b>147,438</b>	<b>135,508</b>	<b>227,237</b>	<b>272,466</b>	<b>(96,750)</b>	<b>(808,516)</b>	<b>-</b>	<b>2,555,467</b>	<b>2,149,904</b>	<b>2,496,113</b>	<b>102%</b>	<b>86%</b>
<b>Expenditures</b>																					
101	Personal Services	111,528	99,621	113,519	113,465	117,203	179,734	96,653	111,653	106,136	101,611	104,973	157,460	5,249	-	-	1,151,123	1,418,805	1,524,852	75%	93%
202	In State Travel	-	223	1,452	819	2,000	1,953	2,550	1,547	1,821	-	1,000	2,000	1,500	-	-	12,365	16,865	20,000	62%	84%
203	State Vehicle Operation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	0%	0%
205	Out Of State Travel	-	-	-	1,983	1,170	-	-	468	458	236	500	3,000	2,000	-	-	4,315	9,815	20,000	22%	49%
301	Office Supplies	1,000	4,641	-	260	55	826	106	910	595	336	600	600	(4,500)	-	-	8,728	5,428	12,000	73%	45%
302	Facility Maintenance Supplies	-	-	-	-	1,130	647	282	25	21	96	200	250	100	-	-	2,201	2,751	3,000	73%	92%
303	Equipment Maintenance Supplies	-	-	-	-	-	-	-	-	-	-	-	1,000	-	-	-	-	1,000	4,000	0%	25%
308	Other Supplies	30	-	-	-	568	-	261	950	-	-	-	900	-	-	-	1,809	2,709	5,800	31%	47%
309	Printing & Binding	-	25	-	-	632	1,545	20	1	1,051	38	-	100	-	-	-	3,311	3,411	1,000	331%	341%
311	Food	-	-	-	-	-	280	-	-	-	-	-	-	-	-	-	280	280	-	0%	0%
313	Postage	-	508	517	476	359	725	408	710	748	720	750	750	650	-	-	5,171	7,321	6,700	77%	109%
401	Communications	-	1,189	1,189	1,218	19,799	907	9,897	1,710	894	2,394	1,640	1,640	1,640	-	-	39,197	44,117	43,250	91%	102%
402	Rentals	-	75	245	-	-	9,908	4,917	4,917	4,917	6,482	4,920	9,920	5,000	-	-	31,460	51,300	57,000	55%	90%
403	Utilities	-	-	-	-	-	317	307	264	236	166	250	250	250	-	-	1,289	2,039	3,000	43%	68%
405	Prof & Scientific Services	-	-	418	50	368	238	940	-	585	450	1,000	1,000	1,000	-	-	3,049	6,049	15,000	20%	40%
406	Outside Services	33	-	965	-	1,748	622	3,949	1,075	393	358	400	400	400	-	-	9,143	10,343	9,300	98%	111%
408	Advertising & Publicity	-	-	48	-	-	-	-	-	-	62	-	-	-	-	-	110	110	100	110%	110%
409	Outside Repairs/Service	-	-	-	-	-	-	-	-	-	-	500	1,000	500	-	-	2,000	6,000	0%	33%	
414	Reimbursements To Other Agency	-	5,550	5,865	5,443	6,335	4,183	244	2,065	1,949	2,302	2,000	2,000	2,000	-	-	33,935	39,935	104,000	33%	38%
416	ITD Reimbursements	-	6,970	6,793	1,950	67,814	12,219	2,058	4,459	2,133	2,066	9,300	9,300	9,300	-	-	106,463	134,363	157,000	68%	86%
418	IT Outside Services	-	1,475	850	1,475	2,100	1,275	1,275	1,402	1,402	1,275	1,475	1,475	-	-	-	12,604	17,030	18,000	70%	95%
432	Attorney General Reimbursement	-	-	6,688	-	6,669	3,335	3,436	3,336	3,346	3,333	3,750	3,750	3,750	-	-	30,143	41,393	45,000	67%	92%
433	Gov Transfer Auditor of State	-	-	-	-	-	-	-	-	-	-	-	-	400	-	-	-	400	800	0%	50%
434	Gov Transfer Other Agencies	-	18,519	-	24,712	19,035	22,154	1,191	51,393	18,423	16,494	25,000	25,000	25,000	-	-	171,921	246,921	300,000	57%	82%
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	-	-	-	278	-	-	-	-	-	38,585	38,585	79,500	49%	49%
510	IT Equipment & Software	-	7,920	-	-	-	-	-	-	-	899	-	-	-	-	-	8,819	8,819	8,000	110%	110%
602	Other Expenses & Obligations	-	-	3,573	4,671	2,452	2,632	2,850	2,800	3,274	2,564	3,000	3,000	5,500	-	-	24,816	36,316	40,000	62%	91%
702	Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30	0%	0%
705	Refunds-Other	-	-	-	85	-	-	85	85	160	75	80	100	-	-	-	490	670	280	175%	239%
<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>189,643</b>	<b>148,541</b>	<b>142,236</b>	<b>161,338</b>	<b>224,895</b>	<b>61,214</b>	<b>-</b>	<b>-</b>	<b>1,702,457</b>	<b>2,149,904</b>	<b>2,496,113</b>	<b>68%</b>	<b>86%</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>(43,049)</b>	<b>(1,104)</b>	<b>(6,728)</b>	<b>65,899</b>	<b>47,571</b>	<b>(157,964)</b>	<b>(808,516)</b>	<b>-</b>	<b>853,010</b>	<b>0</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>860,842</b>	<b>859,738</b>	<b>853,010</b>	<b>918,909</b>	<b>966,480</b>	<b>808,516</b>	<b>0</b>	<b>0</b>	<b>0</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** - February & March expense includes registration & airfare for the TeachCTE Summit 2020.
- 301 Office Supplies** - February expense includes 3 office chairs.
- 308 Other Supplies** - February expense is for a 75" LED Smart TV for the conference room.
- 309 Printing & Binding** - March expense includes 10x13 catalog envelopes with latex seals.
- 401 Communication** - Cell phone and ICN Voice usage.
- 402 Rentals** - Facility lease & exhibit booths for trade events. April expense includes booth rentals for the SAI & IASB events.
- 405 Prof & Scientific Services** - payments to school districts for Board Member per diem & substitute reimbursements.
- 406 Outside Services** - Includes the office cleaning service. February expense includes an August charge for a contractor to fill the vacant Clerk-Specialist position.
- 414 Reimbursements to Other Agencies** - DAS services.
- 416 ITD Reimbursements** - I/3 Admin & OCIO Services. February expense includes VOD Support for Oct & Nov.
- 418 IT Outside Services** - WebSpec Design costs, & Insight desktop support.
- 434 Gov Transfer Other Agencies** - DCI criminal history & background checks.
- 503 Equipment-Non Inventory** - Budgeted expense includes computer replacements for staff, which will be delayed to FY21.
- 510 IT Equipment & Software** - April expense is for the annual Zoom subscription fee.
- 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	Ryan J Williamson
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	Cynthia D Dennis	1.00
00705-801	Admin Intern	vacant	0.00
01071-001	Education Program Consultant	Steven C Mitchell	1.00
01071-005	Education Program Consultant	vacant (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	Interim Exec Dir/BOEE	Michael D Cavin	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
<b>Total Budgeted FTEs</b>			<b>14.00</b>

Fund: 0001 General Fund

Unit: 9397

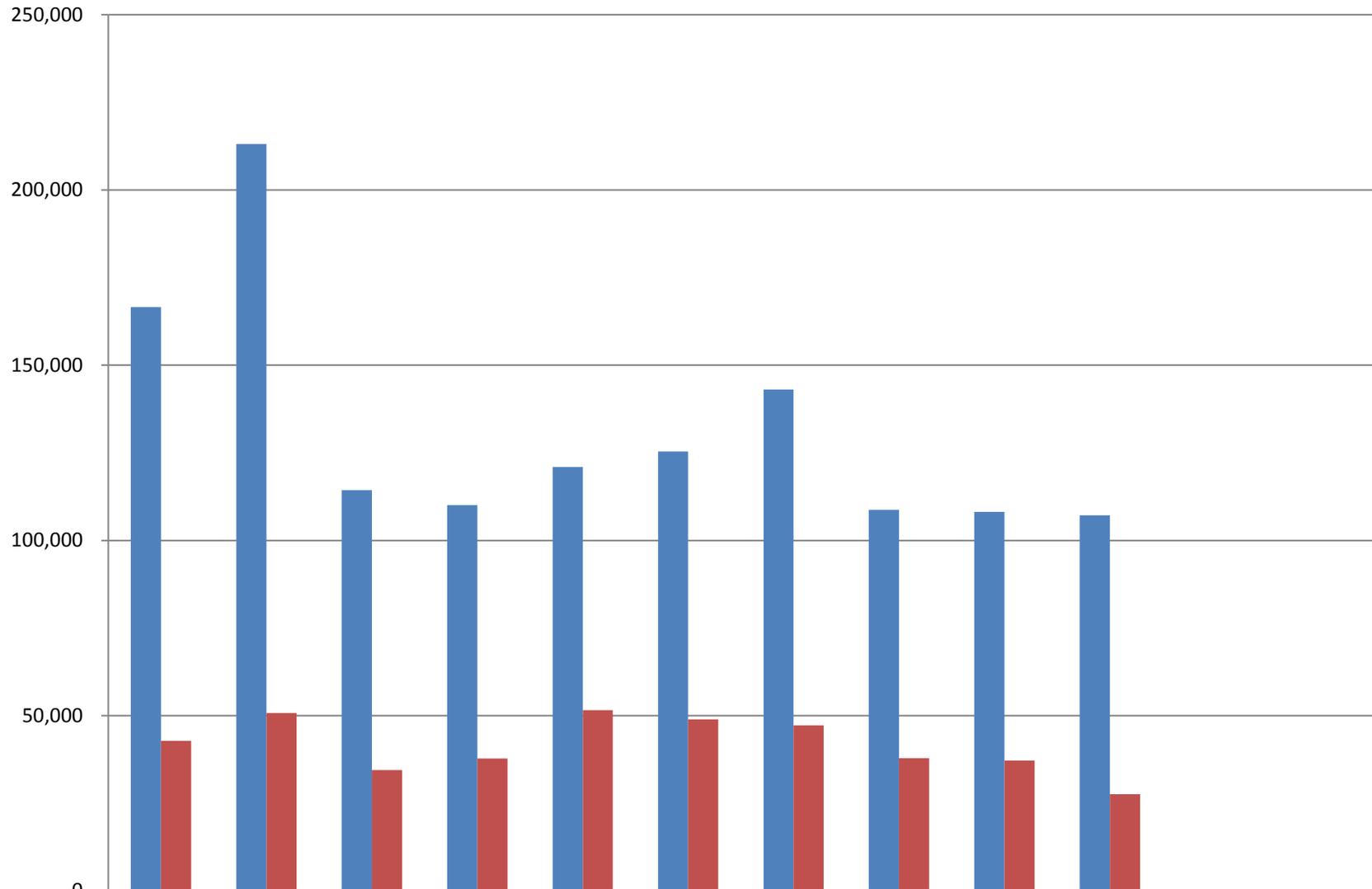
Sub Unit: Blank

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	Forecast	Forecast	Forecast	Forecast	Actual									
	Appropriation																
	BBF																
<b>Revenue Collected</b>																	
234	Gov Transfer In Other Agencies	0	0	0	0	0	3,400	0	0	2,150	777	0	0	0	0	0	6,327
401	Licensure Fees	166,551	213,121	114,349	110,083	120,933	125,349	143,035	108,719	108,103	107,131	0	0	0	0	0	1,317,373
704	DCI Check Fees	42,768	50,710	34,485	37,790	51,551	48,975	47,235	37,875	37,185	27,600	0	0	0	0	0	416,174
<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>146,594</b>	<b>147,438</b>	<b>135,508</b>	-	-	-	-	-	<b>1,739,874</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	34,561	34,335	34,066	0	0				418,398
<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>34,561</b>	<b>34,335</b>	<b>34,066</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>418,398</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>181,155</b>	<b>181,773</b>	<b>169,574</b>	-	-	-	-	-	<b>2,158,272</b>

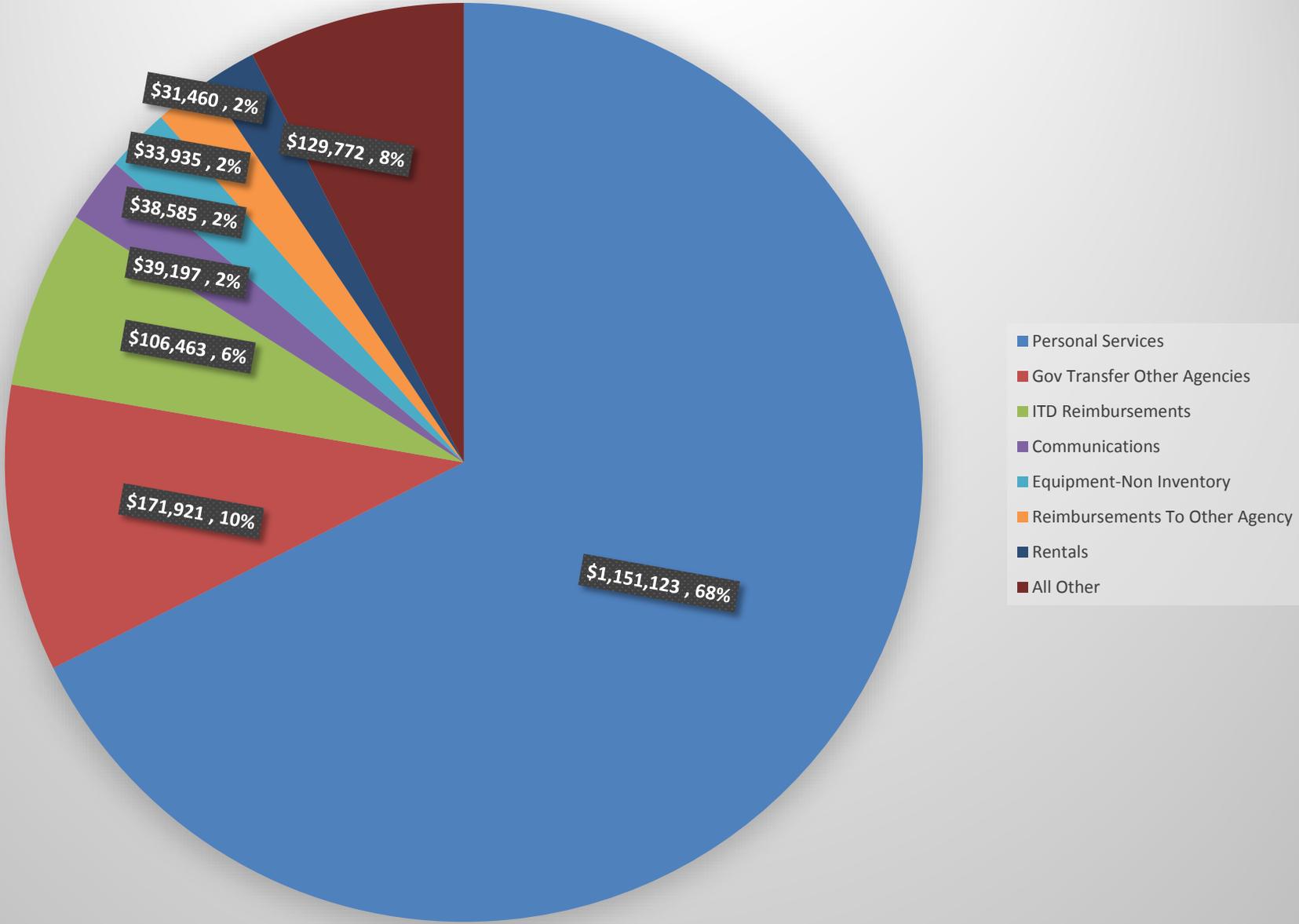
Note -  
General Fund 0001-996-2820

## 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	108,719	108,103	107,131	0	0
DCI Check Fees	42,768	50,710	34,485	37,790	51,551	48,975	47,235	37,875	37,185	27,600	0	0

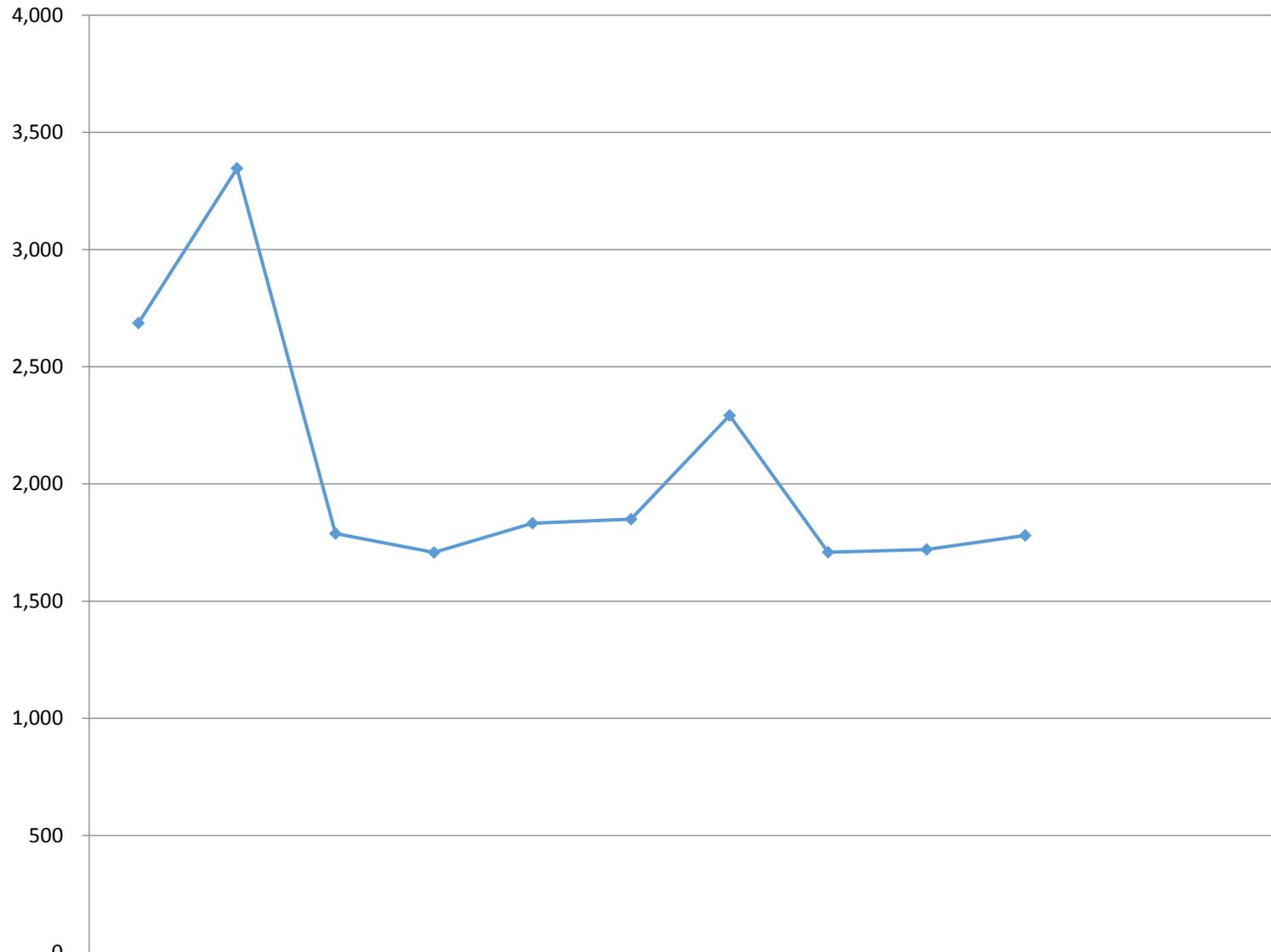
# Expenditures July 2019-June 2020



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

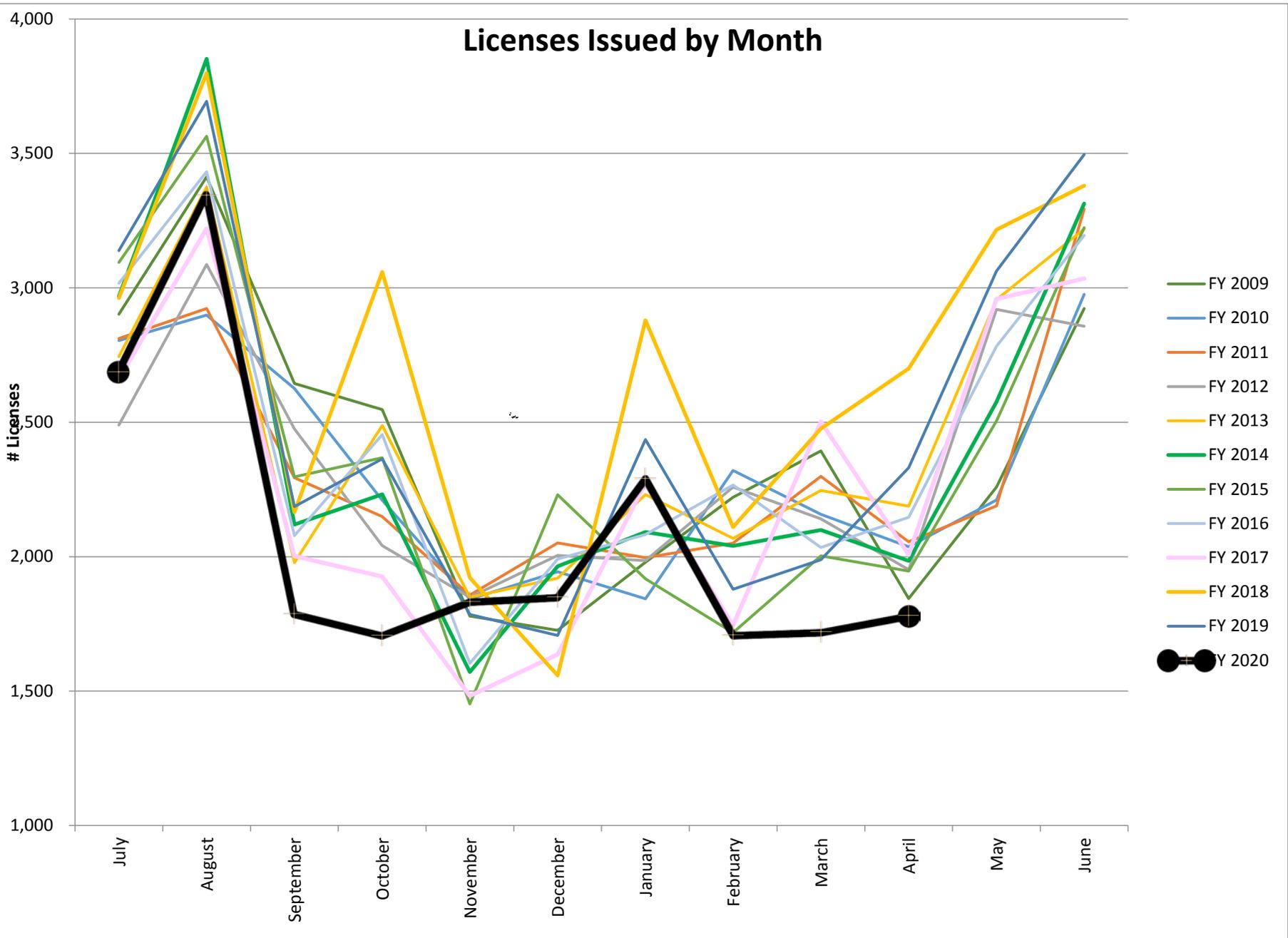
	Actual To-Date	FY- Encumbered	Total Obligations FY-To-Date	FY 20 Budget	Budget Balance	Percent of Budget Received /Spent
<b>Resources -</b>						
Balance Forward	815,593		815,593	779,722		
234 Gov Transfer In Other Agencies	6,327		6,327	300		
401 Fees, Licenses & Permits	1,317,373		1,317,373	1,900,000		
704 Other	416,174		416,174	585,000		
Total Resources	<b>\$2,555,467</b>	<b>\$0</b>	<b>\$2,555,467</b>	<b>\$3,265,022</b>		
(Total Revenues)	<u><u>\$1,739,874</u></u>	<u><u>\$0</u></u>	<u><u>\$1,739,874</u></u>	<u><u>\$2,485,300</u></u>	\$745,426	70%
<b>Expenditures -</b>						
101 Personal Services	1,151,123		1,151,123	1,524,852	373,729	75%
202 In State Travel	12,365		12,365	20,000	7,635	62%
203 State Vehicle Operation	0		0	1,000	1,000	0%
205 Out Of State Travel	4,315		4,315	20,000	15,685	22%
301 Office Supplies	8,728		8,728	12,000	3,271	73%
302 Facility Maintenance Supplies	2,201		2,201	3,000	0	73%
303 Equipment Maintenance Supplies	0		0	4,000	4,000	0%
308 Other Supplies	1,809		1,809	5,800	3,991	31%
309 Printing & Binding	3,311		3,311	1,000	(2,311)	331%
311 Food	280		280	0	(280)	100%
313 Postage	5,171		5,171	6,700	1,530	77%
401 Communications	39,197		39,197	43,250	4,053	91%
402 Rentals	31,460		31,460	57,000	25,540	55%
403 Utilities	1,289		1,289	3,000	1,711	43%
405 Prof & Scientific Services	3,049		3,049	15,000	11,951	20%
406 Outside Services	9,143		9,143	9,300	157	98%
408 Advertising & Publicity	110		110	100	(10)	110%
409 Outside Repairs/Service	0		0	6,000	6,000	0%
414 Reimbursements To Other Agency	33,935		33,935	104,000	70,065	33%
416 ITD Reimbursements	106,463		106,463	157,000	50,537	68%
418 IT Outside Services	12,604		12,604	18,000	5,396	70%
432 Attorney General Reimbursement	30,143		30,143	45,000	14,857	67%
433 Gov Transfer Auditor of State	0		0	800	800	0%
434 Gov Transfer Other Agencies	171,921		171,921	300,000	128,080	57%
501 Equipment	0		0	10,000	10,000	0%
502 Office Equipment	1,128		1,128	1,500	372	75%
503 Equipment-Non Inventory	38,585		38,585	79,500	40,915	49%
510 IT Equipment & Software	8,819		8,819	8,000	(819)	110%
602 Other Expenses & Obligations	24,816		24,816	40,000	15,185	62%
702 Fees	0		0	30	30	0%
705 Refunds-Other	490		490	280	(210)	175%
Total Expenditures	<u><u>\$1,702,457</u></u>	<u><u>\$0</u></u>	<u><u>\$1,702,457</u></u>	<u><u>\$2,496,113</u></u>	<u><u>\$792,857</u></u>	68%
CY Revenue Less Expenditures	<u><u>\$37,417</u></u>					
Estimated Carry Forward	<u><u>\$853,010</u></u>					

### Total # Licenses Issued FY20



Total # Transactions Processed	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	2,687	3,346	1,788	1,708	1,833	1,850	2,292	1,709	1,720	1,781		

# 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	1,709	1,720	1,781			
<b>Running Total</b>	2,687	6,033	7,821	9,529	11,362	13,212	15,504	17,213	18,933	20,714	20,714	20,714	
<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>	3,095	3,564	2,297	2,368	1,452	2,230	1,918	1,717	2,003	1,946	2,505	3,224	28,319
<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>	2,968	3,852	2,120	2,232	1,571	1,964	2,092	2,040	2,099	1,984	2,576	3,314	28,812
<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>	2,744	3,375	1,978	2,488	1,849	1,920	2,231	2,068	2,246	2,188	2,956	3,219	29,262
<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	

**FY2020 Actual Number of Transactions Processed per Month**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Add - Add Administrator Endorsement (Iowa Institution)	1	4	2		3	4	7	1	1	4			27
Add - Add Administrator Endorsement (Out of State Institution)	1	1			2		2	1	2				9
Add - Add Concentration Para	8	6	1		2	4	6	1	3	1			36
Add - Add Teaching Endorsement ( Iowa institution will be recommendation)	76	130	42	33	25	104	88	41	51	75			665
Add - Add Teaching Endorsement (state min. requirements or non-Iowa institution)	38	53	37	16	14	13	16	19	30	26			262
Convert - Exchange to a Full License	20	37	13	10	14	26	31	10	17	17			195
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	2			2	1		2		1				8
Convert - Initial School Administrative Manager to Full SAM		1						1					2
Convert - Standard to Master Educator	110	125	85	80	83	80	108	85	84	89			929
Convert - Temporary or Initial School Business Official to next SBO level		1	1	1		1	4			2			10
Convert Initial Administrator to Professional Administrator	14	6	9	6	2	6	5	5	3	16			72
Convert Initial Teacher/PSL to Standard/PSL	193	139	63	44	47	46	52	42	76	165			867
Extension - Extension of Class A Class B or Admin Exchange License	29	53	16	11	14	10	9	14	9	5			170
Extension - Extension of Coaching Authorization	34	90	39	45	61	28	32	27	18	12			386
Extension - Extension of Full Authorization (not coaching)	1	2							1				4
Extension - Extension of Initial Teacher/Admin (experience met within one year)	23	26	14	13	7	15	11	12	10	21			152
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	76	113	61	78	64	44	68	61	51	32			648
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	3	4	2			3			2	2			16
New - Conditional License: Class B - Administrator	11	7	2			1	2		1	1			25
New - Conditional License: Class B - Teacher General Education	59	122	33	6	21	36	10	8	9	14			318
New - Conditional License: Class B - Teacher Special Education	78	132	27	10	10	25	10	4	11	29			336
New - Conditional License: Executive Director Design - Special Education	30	51	4	3	4	8	5	2	2	5			114
New - Executive Director Decision License	21	43	1	2	9	5	7	1	1	1			91
New - First Activities Administrator Authorization	1				2		3		2	4			12
New - First Administrator License (Out of State Preparation)	6	10	4	2	7	3	6	8	11	12			69
New - First Behind the Wheel Driving Instructor Authorization	7	2	5	2	3	2	4	8	2	1			36
New - First Career and Technical Authorization	6	5	1	2	4	3	1	1	2	5			30
New - First Class G License (counseling internship needed - Out of State only)	14	6					1	3	1	1			26
New - First Coaching Authorization (in lieu of a coaching on a teaching license)	165	173	92	134	120	92	127	136	135	87			1,261
New - First Evaluator License (do not use if applying for/hold admin. license)	2			5	1	2	2	1		1			14
New - First iJAG Authorization	9	6				1	1	2					19
New - First Intern School Psychologist	3								2				5
New - First Iowa Administrator License (Iowa Institution)	16	46	16	12	5	14	38	17	8	11			183
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	74	84	64	50	30	18	60	47	26	17			470
New - First Iowa Substitute License (Out of State is not seeking teaching license)	6	16	9	6	7	6	9	4	2				65
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	63	97	143	120	341	291	259	153	174	85			1,726
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	2	1		1	2	2	2	2	2	3			17
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	1	3		2	1	2			1				10
New - First Iowa Teaching License (Out of State Institution)	70	65	24	26	16	35	58	50	48	70			462
New - First Native Language Speaker Authorization		2	2	2						0			6
New - First Orientation and Mobility License		1		1			1						3
New - First Paraeducator Certificate	24	53	14	4	28	16	14	12	28	20			213
New - First Prof Svc License: Counsel (Out of State Institution)	5	2		3			2			2			14
New - First Professional Service Counseling SLP School Psy etc (Out of State)	7	3	1	1	0	1	1	3		0			17
New - First SAM Authorization	1					1		2	4	3			11
New - First School Business Official Authorization: Temporary or Initial SBO	3	5	2	2	2	2	3	2	4	2			27
New - First Statement of Professional Recognition - Other	30	20	7	10	3	6	3		6	5			90
New - First Statement of Professional Recognition - School Nurse	4	2	4	5	2	2		4		1			24
New - First Substitute Authorization (have not completed teacher prep program)	75	108	95	123	91	69	81	72	28	8			750
New - First Teacher Intern License (Iowa Preparation Only)	7	4	1		1	1			2	4			20
New - International Exchange Teaching License: Teachers from Spain		18											18
New - Preservice Substitute Authorization				2	36	91	39	21	37	3			229
New - Temporary Initial license (Iowa grad only)		14	6	15	4	20	7	1	2	4			73
New - Transitional Coaching Authorization (has not completed coaching auth)	21	22	9	21	14	9	6	9	3	2			116
Renew - Behind the Wheel	4	5	2	3	5	30	38	9	10	7			113
Renew Activities Administrator Authorization						1		1					2
Renew - Administrator/Evaluator License	62	41	26	33	41	36	60	27	36	35			397
Renew - Coaching Authorization	179	217	156	133	148	70	104	126	137	122			1,392
Renew - iJAG Authorization			1										1
Renew - Initial Admin	12	4	3	2	2	2	3	10	9	8			55
Renew - Initial Teacher Initial Admin or Initial Professional Service License	47	67	35	21	19	22	21	19	20	38			309
Renew - Para Certification	57	41	16	21	8	16	24	20	16	17			236
Renew - School Administrator Manager (Initial or Full SAM)	3				2		1						6
Renew - School Business Authorization (Full SBO)	2	1	1	1	1		2		1	3			12
Renew - Standard Master Professional Service Career and Technical or OM	643	755	453	443	397	405	641	419	420	492			5,068
Renew - Statement of Professional Recognition	7	17	7	8	8	8	21	14	13	17			120
Renew - Substitute Authorization	9	15	15	16	7	7	3	3	4	4			83
Renew - Substitute License or Substitute Authorization	57	83	59	53	35	39	51	56	27	21			481
Transcript Analysis Fee	155	186	63	59	57	66	120	112	114	149			1,081
Other Printed Copy of License	18	17	16	2	7	12	22	19	19	9			141
Misc Fee/Overpayment	10	7	2	4	6	7	6	3	2	1			48
Late Fee (Endorsed/Expired)	14	46	22	20	43	57	22	8	8	4			244
Late Fee (No License)		1	3	1			2		1				8
Military Discount													0
Convenience Fee	2,647	3,305	1,792	1,714	1,863	1,894	2,287	1,684	1,695	1,716			20,597
Background Renewal	1,429	1,558	949	882	821	797	1,170	847	876	1,051			10,380
Background	393	484	337	398	581	480	487	389	390	228			4,167
<b>Total # Transactions Processed</b>	<b>2,687</b>	<b>3,346</b>	<b>1,788</b>	<b>1,708</b>	<b>1,833</b>	<b>1,850</b>	<b>2,292</b>	<b>1,709</b>	<b>1,720</b>	<b>1,781</b>	<b>0</b>	<b>0</b>	<b>20,714</b>

FY2020 Actual Revenue for each Transaction Processed

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Rev
Add - Add Administrator Endorsement (Iowa Institution)	\$ 50	\$ 200	\$ 100		\$ 150	\$ 200	\$ 350	\$ 50	\$ 50	\$ 200			\$ 1,350
Add - Add Administrator Endorsement (Out of State Institution)	\$ 60	\$ 60			\$ 120		\$ 100	\$ 60	\$ 100				\$ 500
Add - Add Concentration Para	\$ 200	\$ 150	\$ 25		\$ 50	\$ 100	\$ 150	\$ 25	\$ 75	\$ 25			\$ 900
Add - Add Teaching Endorsement (Iowa institution will be recommendation)	\$ 3,800	\$ 6,500	\$ 2,100	\$ 1,650	\$ 1,250	\$ 5,200	\$ 4,400	\$ 2,050	\$ 2,550	\$ 3,750			\$ 33,250
Add - Add Teaching Endorsement (state min. requirements or non-Iowa institution)	\$ 1,900	\$ 2,650	\$ 1,850	\$ 800	\$ 700	\$ 650	\$ 800	\$ 950	\$ 1,500	\$ 1,300			\$ 13,100
Convert - Exchange to a Full License	\$ 1,700	\$ 3,145	\$ 1,105	\$ 850	\$ 1,190	\$ 2,210	\$ 2,635	\$ 850	\$ 1,445	\$ 1,445			\$ 16,575
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	\$ 170			\$ 170	\$ 85		\$ 170		\$ 85				\$ 680
Convert - Initial School Administrative Manager to Full SAM		\$ 85						\$ 85					\$ 170
Convert - Standard to Master Educator	\$ 9,350	\$ 10,625	\$ 7,225	\$ 6,800	\$ 7,055	\$ 6,800	\$ 9,180	\$ 7,225	\$ 7,140	\$ 7,565			\$ 78,965
Convert - Temporary or Initial School Business Official to next SBO level		\$ 85	\$ 85	\$ 85		\$ 85	\$ 340						\$ 850
Convert Initial Administrator to Professional Administrator	\$ 1,190	\$ 510	\$ 765	\$ 510	\$ 170	\$ 510	\$ 425	\$ 425	\$ 255	\$ 1,360			\$ 6,120
Convert Initial Teacher/PSL to Standard/PSL	\$ 16,405	\$ 11,815	\$ 5,355	\$ 3,740	\$ 3,995	\$ 3,910	\$ 4,420	\$ 3,570	\$ 6,460	\$ 14,025			\$ 73,695
Extension - Extension of Class A Class B or Admin Exchange License	\$ 4,350	\$ 7,950	\$ 2,400	\$ 1,650	\$ 2,100	\$ 1,500	\$ 1,350	\$ 2,100	\$ 1,350	\$ 750			\$ 25,500
Extension - Extension of Coaching Authorization	\$ 1,360	\$ 3,600	\$ 1,560	\$ 1,800	\$ 2,440	\$ 1,120	\$ 1,280	\$ 1,080	\$ 720	\$ 480			\$ 15,440
Extension - Extension of Full Authorization (not coaching)	\$ 85	\$ 170						\$ 85					\$ 340
Extension - Extension of Initial Teacher/Admin (experience met within one year)	\$ 525	\$ 650	\$ 350	\$ 325	\$ 175	\$ 375	\$ 275	\$ 300	\$ 250	\$ 525			\$ 3,750
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	\$ 6,460	\$ 9,605	\$ 5,185	\$ 6,630	\$ 5,440	\$ 3,740	\$ 5,780	\$ 5,185	\$ 4,335	\$ 2,720			\$ 55,080
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	\$ 255	\$ 340	\$ 170			\$ 255			\$ 170	\$ 170			\$ 1,360
New - Conditional License: Class B - Administrator	\$ 935	\$ 595	\$ 170			\$ 85	\$ 170		\$ 85	\$ 85			\$ 2,125
New - Conditional License: Class B - Teacher General Education	\$ 5,015	\$ 10,370	\$ 2,805	\$ 510	\$ 1,785	\$ 3,060	\$ 850	\$ 680	\$ 765	\$ 1,190			\$ 27,030
New - Conditional License: Class B - Teacher Special Education	\$ 6,630	\$ 11,220	\$ 2,295	\$ 850	\$ 850	\$ 2,125	\$ 850	\$ 340	\$ 935	\$ 2,465			\$ 28,560
New - Conditional License: Executive Director Design - Special Education	\$ 2,550	\$ 4,335	\$ 340	\$ 255	\$ 340	\$ 680	\$ 425	\$ 170	\$ 170	\$ 425			\$ 9,690
New - Executive Director Decision License	\$ 1,785	\$ 3,655	\$ 85	\$ 170	\$ 765	\$ 425	\$ 595	\$ 85	\$ 85	\$ 85			\$ 7,735
New - First Activities Administrator Authorization	\$ 85				\$ 170		\$ 255		\$ 170	\$ 340			\$ 1,020
New - First Administrator License (Out of State Preparation)	\$ 510	\$ 850	\$ 340	\$ 170	\$ 595	\$ 255	\$ 510	\$ 680	\$ 935	\$ 1,020			\$ 5,865
New - First Behind the Wheel Driving Instructor Authorization	\$ 280	\$ 80	\$ 200	\$ 80	\$ 120	\$ 80	\$ 160	\$ 320	\$ 80	\$ 40			\$ 1,440
New - First Career and Technical Authorization	\$ 510	\$ 425	\$ 85	\$ 170	\$ 340	\$ 255	\$ 85	\$ 85	\$ 170	\$ 425			\$ 2,550
New - First Class G License (counseling internship needed - Out of State only)	\$ 1,190	\$ 510					\$ 85	\$ 255	\$ 85	\$ 85			\$ 2,210
New - First Coaching Authorization (in lieu of a coaching on a teaching license)	\$ 14,025	\$ 14,705	\$ 7,820	\$ 11,390	\$ 10,200	\$ 7,820	\$ 10,795	\$ 11,560	\$ 11,475	\$ 7,395			\$ 107,185
New - First Evaluator License (do not use if applying for/hold admin. license)	\$ 170			\$ 425	\$ 85	\$ 170	\$ 170	\$ 85		\$ 85			\$ 1,190
New - First JAG Authorization	\$ 765	\$ 510				\$ 85	\$ 85	\$ 170					\$ 1,615
New - First Intern School Psychologist	\$ 255								\$ 170				\$ 425
New - First Iowa Administrator License (Iowa Institution)	\$ 1,360	\$ 3,910	\$ 1,360	\$ 1,020	\$ 425	\$ 1,190	\$ 3,230	\$ 1,445	\$ 680	\$ 935			\$ 15,555
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	\$ 6,290	\$ 7,140	\$ 5,440	\$ 4,250	\$ 2,550	\$ 1,530	\$ 5,100	\$ 3,995	\$ 2,210	\$ 1,445			\$ 39,950
New - First Iowa Substitute License (Out of State is not seeking teaching license)	\$ 510	\$ 1,360	\$ 765	\$ 510	\$ 595	\$ 510	\$ 765	\$ 340	\$ 170				\$ 5,525
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	\$ 5,355	\$ 8,245	\$ 12,155	\$ 10,200	\$ 28,985	\$ 24,735	\$ 22,015	\$ 13,005	\$ 14,790	\$ 7,225			\$ 146,710
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	\$ 120	\$ 60		\$ 60	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 180			\$ 1,020
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	\$ 85	\$ 255		\$ 170	\$ 85	\$ 170			\$ 85				\$ 850
New - First Iowa Teaching License (Out of State Institution)	\$ 5,950	\$ 5,525	\$ 2,040	\$ 2,210	\$ 1,360	\$ 2,975	\$ 4,930	\$ 4,250	\$ 4,080	\$ 5,950			\$ 39,270
New - First Native Language Speaker Authorization		\$ 170	\$ 170	\$ 170									\$ 510
New - First Orientation and Mobility License		\$ 85		\$ 85			\$ 85						\$ 255
New - First Paraeducator Certificate	\$ 960	\$ 2,120	\$ 560	\$ 160	\$ 1,120	\$ 640	\$ 560	\$ 480	\$ 1,120	\$ 800			\$ 8,520
New - First Prof Svc License: Counsel (Out of State Institution)	\$ 425	\$ 170		\$ 255			\$ 170			\$ 170			\$ 1,190
New - First Professional Service Counseling SLP School Psy etc (Out of State)	\$ 595	\$ 255	\$ 85	\$ 85	\$ -	\$ 85	\$ 85	\$ 255		\$ -			\$ 1,445
New - First SAM Authorization	\$ 85					\$ 85		\$ 170	\$ 340	\$ 255			\$ 935
New - First School Business Official Authorization: Temporary or Initial SBO	\$ 255	\$ 425	\$ 170	\$ 170	\$ 170	\$ 170	\$ 255	\$ 170	\$ 340	\$ 170			\$ 2,295
New - First Statement of Professional Recognition - Other	\$ 2,550	\$ 1,700	\$ 595	\$ 850	\$ 255	\$ 510	\$ 255		\$ 510	\$ 425			\$ 7,650
New - First Statement of Professional Recognition - School Nurse	\$ 340	\$ 170	\$ 340	\$ 425	\$ 170	\$ 170		\$ 340		\$ 85			\$ 2,040
New - First Substitute Authorization (have not completed teacher prep program)	\$ 6,375	\$ 9,180	\$ 8,075	\$ 10,455	\$ 7,735	\$ 5,865	\$ 6,885	\$ 6,120	\$ 2,380	\$ 680			\$ 63,750
New - First Teacher Intern License (Iowa Preparation Only)	\$ 595	\$ 340	\$ 85		\$ 85	\$ 85			\$ 170	\$ 340			\$ 1,700
New - International Exchange Teaching License: Teachers from Spain		\$ 1,530											\$ 1,530
New - Preservice Substitute Authorization				\$ 170	\$ 3,060	\$ 7,735	\$ 3,315	\$ 1,785	\$ 3,145	\$ 255			\$ 19,465
New - Temporary Initial license (Iowa grad only)		\$ 1,190	\$ 510	\$ 1,275	\$ 340	\$ 1,700	\$ 595	\$ 85	\$ 170	\$ 340			\$ 6,205
New - Transitional Coaching Authorization (has not completed coaching auth)	\$ 1,785	\$ 1,870	\$ 765	\$ 1,785	\$ 1,190	\$ 765	\$ 510	\$ 765	\$ 255	\$ 170			\$ 9,860
Renew - Behind the Wheel	\$ 160	\$ 200	\$ 80	\$ 120	\$ 200	\$ 1,200	\$ 1,520	\$ 360	\$ 400	\$ 280			\$ 4,520
Renew Activities Administrator Authorization						\$ 85		\$ 85					\$ 170
Renew - Administrator/Evaluator License	\$ 5,270	\$ 3,485	\$ 2,210	\$ 2,805	\$ 3,485	\$ 3,060	\$ 5,100	\$ 2,295	\$ 3,060	\$ 2,975			\$ 33,745
Renew - Coaching Authorization	\$ 15,215	\$ 18,445	\$ 13,260	\$ 11,305	\$ 12,580	\$ 9,950	\$ 8,840	\$ 10,710	\$ 11,645	\$ 10,370			\$ 118,320
Renew - JAG Authorization			\$ 85										\$ 85
Renew - Initial Admin	\$ 1,020	\$ 340	\$ 255	\$ 170	\$ 170	\$ 170	\$ 255	\$ 850	\$ 765	\$ 680			\$ 4,675
Renew - Initial Teacher Initial Admin or Initial Professional Service License	\$ 3,995	\$ 5,695	\$ 2,975	\$ 1,785	\$ 1,615	\$ 1,870	\$ 1,785	\$ 1,615	\$ 1,700	\$ 3,230			\$ 26,265
Renew - Para Certification	\$ 2,280	\$ 1,640	\$ 640	\$ 840	\$ 320	\$ 640	\$ 960	\$ 800	\$ 640	\$ 680			\$ 9,440
Renew - School Administrator Manager (Initial or Full SAM)	\$ 255			\$ 170			\$ 85						\$ 510
Renew - School Business Authorization (Full SBO)	\$ 170	\$ 85	\$ 85	\$ 85	\$ 85		\$ 170		\$ 85	\$ 255			\$ 1,020
Renew - Standard Master Professional Service Career and Technical or OM	\$ 54,655	\$ 64,175	\$ 38,505	\$ 37,655	\$ 33,745	\$ 34,425	\$ 54,485	\$ 35,615	\$ 35,700	\$ 41,820			\$ 430,780
Renew - Statement of Professional Recognition	\$ 595	\$ 1,445	\$ 595	\$ 680	\$ 680	\$ 680	\$ 1,785	\$ 1,190	\$ 1,105	\$ 1,445			\$ 10,200
Renew - Substitute Authorization	\$ 765	\$ 1,275	\$ 1,275	\$ 1,360	\$ 595	\$ 595	\$ 255	\$ 255	\$ 340	\$ 340			\$ 7,055
Renew - Substitute License or Substitute Authorization	\$ 4,845	\$ 7,055	\$ 5,015	\$ 4,505	\$ 2,975	\$ 3,315	\$ 4,335	\$ 4,760	\$ 2,295	\$ 1,785			\$ 40,885
Transcript Analysis Fee	\$ 9,300	\$ 11,160	\$ 3,780	\$ 3,540	\$ 3,420	\$ 3,960	\$ 7,200	\$ 6,720	\$ 6,840	\$ 8,940			\$ 64,860
Other Printed Copy of License	\$ 270	\$ 255	\$ 240	\$ 30	\$ 105	\$ 180	\$ 330	\$ 285	\$ 285	\$ 135			\$ 2,115
Misc Fee/Overpayment	\$ 400	\$ 345	\$ 130	\$ 288	\$ 280	\$ 268	\$ 403	\$ 200	\$ 70	\$ 15			\$ 2,399
Late Fee (Endorsed/Expired)	\$ 875	\$ 2,025	\$ 925	\$ 1,175	\$ 3,775	\$ 4,375	\$ 1,050	\$ 375	\$ 400	\$ 300			\$ 15,275
Late Fee (No License)		\$ 100	\$ 300	\$ 100			\$ 200		\$ 100				\$ 800
Military Discount													\$ -
Convenience Fee	\$ 7,816	\$ 9,897	\$ 5,376	\$ 5,142	\$ 5,595	\$ 5,657	\$ 6,861	\$ 5,052	\$ 5,085	\$ 5,148			\$ 61,629
Background Renewal	\$ 14,290	\$ 15,580	\$ 9,490	\$ 8,820	\$ 8,210	\$ 7,970	\$ 11,700	\$ 8,470	\$ 8,760	\$ 10,510			\$ 103,800
Background	\$ 29,475	\$ 36,300	\$ 25,275	\$ 29,850	\$ 43,575	\$ 36,000	\$ 36,525	\$ 29,175	\$ 29,250	\$ 17,100			\$ 312,525
<b>Grand Total</b>	<b>\$ 267,851</b>	<b>\$ 330,597</b>	<b>\$ 186,026</b>	<b>\$ 183,690</b>	<b>\$ 209,995</b>	<b>\$ 201,135</b>	<b>\$ 239,409</b>	<b>\$ 180,522</b>	<b>\$ 180,785</b>	<b>\$ 173,558</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,153,568</b>
<b>Background Total</b>	<b>\$ 43,765</b>	<b>\$ 51,880</b>	<b>\$ 34,765</b>	<b>\$ 38,670</b>	<b>\$ 51,785</b>	<b>\$ 43,970</b>	<b>\$ 48,225</b>	<b>\$ 37,645</b>	<b>\$ 38,010</b>	<b>\$ 27,610</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 416,325</b>
<b>BoEE Total</b>	<b>\$ 162,203</b>	<b>\$ 201,615</b>	<b>\$ 109,414</b>	<b>\$ 104,909</b>	<b>\$ 114,461</b>	<b>\$ 113,631</b>	<b>\$ 138,242</b>	<b>\$ 103,369</b>	<b>\$ 103,268</b>	<b>\$ 105,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,256,711</b>
<b>Gen Fund Total</b>	<b>\$ 54,068</b>	<b>\$ 67,205</b>	<b>\$ 36,471</b>	<b>\$ 34,970</b>	<b>\$ 38,154</b>	<b>\$ 37,877</b>	<b>\$ 46,081</b>	<b>\$ 34,456</b>	<b>\$ 34,423</b>	<b>\$ 35,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 418,904</b>
<b>BoEE + GEN</b>	<b>\$ 216,270</b>	<b>\$ 268,820</b>	<b>\$ 145,885</b>	<b>\$ 139,878</b>	<b>\$ 152,615</b>	<b>\$ 151,508</b>	<b>\$ 184,323</b>	<b>\$ 137,825</b>	<b>\$ 137,690</b>	<b>\$ 140,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,675,614</b>

Date: May 15, 2020

To: Board Members

From: Darcy Hathaway

Re: Reminders regarding petitions for waiver

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

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

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

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

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

## **Petition for Waiver**

**Name:** James Brook

**License:** Folder # 1105971

South applied for a substitute authorization on 11/19/2019. The application was denied.

**Reason for Waiver:** Brook was recently offered a teaching position in Iowa and is seeking an Iowa teaching license. He is an out-of-country applicant. The applicable administrative rule requires Praxis testing. However, Brook has been unable to complete the assessment due to test center closures in light of the COVID-19 pandemic.

**Rule Citation:**

**282--13.5(3) *Applicants from foreign institutions.*** An applicant for initial licensure whose preparation was completed in a foreign institution must obtain a course-by-course credential evaluation report completed by one of the board-approved credential evaluation services and then file this report with the Iowa board of educational examiners for a determination of eligibility for licensure. After receiving the notification of eligibility by the Iowa board of educational examiners, the applicant must provide verification of successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education.

**Staff recommendation:** Grant the waiver.

**Rationale:** Once normal rulemaking activities have resumed, Board staff plans to share a rule change proposal to allow out-of-country applicants who have experience to be exempt from testing.

Iowa Bureau of Educational Examiners  
Board Presentation  
May 15, 2020

Ideas generated from Focus Groups on Special Education Endorsements

1. New Endorsement Structure
  - a. K-12 general special education endorsement for all areas.
  - b. K-12 mild/moderate special education endorsement and K-12 endorsement for severe disabilities that includes behavioral, intellectual and learning disabilities.
  - c. Pre-service training provides a general endorsement and more specific training provided through the local districts and the AEA's.
2. Content Knowledge Requirements
  - a. Understand the Special Education process, procedures, legal requirements and how to use the IEP as an instructional tool.
  - b. Understand behavioral, social, emotional and mental health needs and how to address these needs to promote well-being.
  - c. Understand how students learn, how to provide instruction in reading and math, etc. and how to provide accommodations and modifications.
  - d. Provide consistency across training programs and a comprehensive professional development process through local districts and the AEA's.
3. Requirements for Administrators
  - a. Administrators need to understand the foundations of special education, how special education is part of general education and the unique requirements and legal issues.
  - b. Provide training by an Evaluator Approval coursework, support through SAI and on-going professional development through the AEA's.
4. Alternative Endorsement Options
  - a. Overall hesitation unless candidates have at least one year of education courses prior to providing classroom instruction.
  - b. Paraprofessionals, social workers, psychologists and some human services positions could work for the alternative option.
5. Other Recommendations and Suggestions
  - a. Increase flexibility in general
  - b. Give more credibility to the AEA's in providing training
  - c. Expedite process for adding an endorsement
  - d. Provide reciprocity with other states
  - e. Financial support, loan forgiveness, grants etc.