

**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

August 5, 2020

(amended 07/29/20)

This meeting will be conducted electronically.

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

4:00 p.m.

Call Meeting to Order

Approve the Agenda

Tab A

Consent Agenda

- a. Minutes from June 26, 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 June 26, 2020
- c. Reinstatement(s)
 - 1. Case No. 19-178 Joel Eddleman
 - 2. Case No. 18-03 Jennifer Callahan
 - 3. Case No. 19-45 Nathan Smith
 - 4. Case No. 19-169 Heather Hovey
- d. Request to Amend Board Order
 - 1. Case No. 18-193 Bracken Smith

Communication from the Public

(If you wish to address the board, please contact Joanne Tubbs by 4:10 p.m. at joanne.tubbs@iowa.gov)

Board Communications

- a. Board Member Reports
- b. Executive Director's Report
 - 1. Legislative Update
 - 2. Agency Update
 - 2. Financial Update
 - 3. Licensure Update

Tab C

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

- a. ***Adopt***
 - 1. None
- b. ***ARRC Review Pending***
 - 1. None
- c. ***Notice***
 - 1. IAC 282 Chapters 12 and 13 - Military Exchange License Fee **Tab D**
 - 2. IAC Chapters 13, 22, 24 - Substitute Authorization **Tab E**
- d. ***Items for Discussion***
 - 1. IAC Chapters 13, 18, 22, 27 (HF 2627) Reciprocity, Denials **Tab F**
 - 2. IAC Chapter 22 (HF 2454) Career and Technical **Tab G**
 - 3. IAC Chapter 25 (SF 2360) Ethics Code **Tab H**
 - 4. IAC Chapters 1-6, 11 (HF 2389) Waivers **Tab I**
 - 5. IAC Chapters 13, 15, 18, 22, 23 Endorsement Changes **Tab J**

Waivers

- 1. None

Reports/Approvals

- 1. None

4:30 p.m.

Adjournment

UPCOMING MEETINGS (via Zoom):

Friday, September 11, 2020

Friday, October 23, 2020

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

6

7 Larry Bice moved, with a second by Kathy Behrens, that in **case number 19-86**, the
8 Board find probable cause to establish a violation of the following provisions of the
9 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)(b)(2), 25.3(1)(e)(3) and
10 (4), and 25.3(6)(c), and order this case set for hearing. Roll call vote: Behrens – yes;
11 Bice – yes; Bower – yes; Harper – yes; Janzen – yes; McRina – yes; Schoening –
12 recused; Voss – yes; Williamson – yes; Yedlik – yes. **MOTION CARRIED.**

13

14 Kathy Behrens moved, with a second by Ryan Williamson, that in **case number 19-**
15 **149**, the Board find probable cause to establish a violation of the following provisions
16 of the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)(e)(1), and order
17 this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

18

19 Larry Bice moved, with a second by Ryan Williamson, that in **case number 19-182**,
20 the 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(5)(a)(2), and order this
22 case set for hearing. Roll call vote: Behrens – no; Bice – no; Bower – yes; Harper – yes;
23 Janzen – yes; McRina – yes; Schoening – yes; Voss – yes; Williamson – no; Yedlik – no.
24 **MOTION CARRIED.**

25

26 Ryan Williamson moved, with a second by Kathy Behrens, that in **case number 19-**
27 **185**, the Board find probable cause to establish a violation of the following provisions
28 of the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)(e)(3) and (4),
29 and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

30

31 Kathy Behrens moved, with a second by Larry Bice, that in **case number 20-19**, the
32 Board find probable cause to establish a violation of the following provisions of the

1 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)(e)(1), and order this
2 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

3

4 Larry Bice moved, with a second by Kathy Behrens, that in **case number 20-42**, the
5 Board find that, although one or more of the allegations in the complaint may be
6 substantiated by the witnesses interviewed in the course of the investigation [and/or]
7 the documents gathered in the course of the investigation, and the allegations may
8 constitute a technical violation of the board's statute or administrative rules; the
9 evidence before the board indicates that adequate steps have been taken to remedy
10 the violation and to ensure that incidents of a similar nature do not occur in the
11 future. The Board will not pursue formal disciplinary action in this matter. **MOTION**
12 **CARRIED UNANIMOUSLY.**

13

14 Larry Bice moved, with a second by Ryan Williamson, that in **case number 20-43**, 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 Kathy Behrens moved, with a second by Ryan Williamson, that in **case number 20-**
21 **52**, the Board find probable cause to establish a violation of the following provisions of
22 the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(3)(e) and 25.3(8)(a),
23 and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

24

25 Ryan Williamson moved, with a second by Kathy Behrens, that in **case number 20-**
26 **05**, the Board find probable cause to establish a violation of the following provisions of
27 the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(4)(b) and (e), and
28 order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

29

30 Larry Bice moved, with a second by Ryan Williamson, that in **case number 20-32**, the
31 Board find probable cause to establish a violation of the following provisions of the
32 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)(e)(1) and 25.3(6)(c),
33 and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

1 Kathy Behrens moved, with a second by Larry Bice, that in **case number 20-44**, the
2 Board find that, although one or more of the allegations in the complaint may be
3 substantiated by the witnesses interviewed in the course of the investigation [and/or]
4 the documents gathered in the course of the investigation, and the allegations may
5 constitute a technical violation of the board's statute or administrative rules; the
6 evidence before the board indicates that adequate steps have been taken to remedy
7 the violation and to ensure that incidents of a similar nature do not occur in the
8 future. The Board will not pursue formal disciplinary action in this matter. **MOTION**
9 **CARRIED UNANIMOUSLY.**

10
11 Kathy Behrens moved, with a second by Larry Bice, that in **case number 20-50**, the
12 Board find probable cause to establish a violation of the following provisions of the
13 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(3)(e), and order this case
14 set for hearing. **MOTION CARRIED UNANIMOUSLY.**

15
16 Ryan Williamson moved, with a second by Kathy Behrens, that in **case number 20-**
17 **61**, the Board find that, although one or more of the allegations in the complaint may
18 be substantiated by the witnesses interviewed in the course of the investigation
19 [and/or] the documents gathered in the course of the investigation, and the allegations
20 may constitute a technical violation of the board's statute or administrative rules; the
21 evidence before the board indicates that adequate steps have been taken to remedy
22 the violation and to ensure that incidents of a similar nature do not occur in the
23 future. The Board will not pursue formal disciplinary action in this matter. **MOTION**
24 **CARRIED UNANIMOUSLY.**

25
26 Kathy Behrens moved, with a second by Ryan Williamson, that in **case number 19-**
27 **174**, the Board accept the agreement submitted by the parties, and issue an Order
28 incorporating the agreement of the parties and imposing the agreed upon sanction.
29 **MOTION CARRIED UNANIMOUSLY.**

30
31 Larry Bice moved, with a second by Kathy Behrens, that in **case number 19-180**, the
32 Board accept the agreement submitted by the parties, and issue an Order
33

1 incorporating the agreement of the parties and imposing the agreed upon sanction.

2 **MOTION CARRIED UNANIMOUSLY.**

3
4 Ryan Williamson moved, with a second by Kathy Behrens, that the Board accept the
5 respondent's waiver of hearing and voluntary surrender in **case numbers 18-170 and**
6 **19-49**, and that the Board issue an order permanently revoking the license with no
7 possibility of reinstatement. Roll call vote: Behrens – yes; Bice – yes; Bower – yes;
8 Harper – yes; Janzen – yes; McRina – yes; Schoening – recused; Voss – yes; Williamson
9 – yes; Yedlik – yes. **MOTION CARRIED.**

10
11 Kathy Behrens moved, with a second by Larry Bice, that the Board accept the
12 respondent's waiver of hearing and voluntary surrender in **case number 19-184**, and
13 that the Board issue an order permanently revoking the license with no possibility of
14 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

15
16 Larry Bice moved, with a second by Ryan Williamson, that the Board accept the
17 respondent's waiver of hearing and voluntary surrender in **case number 20-23**, and
18 that the Board issue an order permanently revoking the license with no possibility of
19 reinstatement. **MOTION CARRIED UNANIMOUSLY.** (Darcy Hathaway left the room
20 during the discussion of this case in closed session.)

21
22 Kathy Behrens moved, with a second by Larry Bice, that the Board accept the
23 respondent's waiver of hearing and voluntary surrender in **case number 19-156**, and
24 that the Board issue an order permanently revoking the license with no possibility of
25 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

26
27 Larry Bice moved, with a second by Kathy Behrens, that the Board not initiate review
28 of the proposed decision in **case number 19-89, In the Matter of Debi Wesolowski**,
29 and allow the proposed decision to become the final decision of the Board unless an
30 appeal is taken by one of the parties within the time allowed by rule. **MOTION**
31 **CARRIED UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this
32 case in closed session.)

1 Kathy Behrens moved, with a second by Larry Bice, that the Board not initiate review
2 of the proposed decision in **case number 19-137, In the Matter of Beth Foster**, and
3 allow the proposed decision to become the final decision of the Board unless an appeal
4 is taken by one of the parties within the time allowed by rule. **MOTION CARRIED**
5 **UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this case in
6 closed session.)

7
8 Larry Bice moved, with a second by Ryan Williamson, that the Board not initiate
9 review of the proposed decision in **case number APP 20-03, In the Matter of James**
10 **Morris**, and allow the proposed decision to become the final decision of the Board
11 unless an appeal is taken by one of the parties within the time allowed by rule.
12 **MOTION CARRIED UNANIMOUSLY.** (Jesse Ramirez and Mike Cavin left the room
13 during the discussion of this case in closed session.)

14
15 Kathy Behrens moved, with a second by Larry Bice, to extend the 180-day deadline for
16 issuance of the final decision in **case number 20-02**, based upon the need to conduct
17 the hearing and the need to review the proposed decision. Roll call vote: Behrens –
18 yes; Bice – yes; Bower – yes; Harper – yes; Janzen – yes; McRina – yes; Schoening –
19 yes; Voss – yes; Williamson – recused; Yedlik – yes. **MOTION CARRIED.** (Jesse
20 Ramirez left the room during the discussion of this case in closed session.)

21
22 Larry Bice moved, with a second by Ryan Williamson, to extend the 180-day deadline
23 for issuance of the final decision in **case number 20-03**, based upon the need to
24 conduct the hearing and the need to review the proposed decision. **MOTION**
25 **CARRIED UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this
26 case in closed session.)

27
28 Ryan Williamson moved, with a second by Kathy Behrens, to extend the 180-day
29 deadline for issuance of the final decision in **case number 20-05**, based upon the
30 need to schedule 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.)

33

1 Kathy Behrens moved, with a second by Ryan Williamson, to extend the 180-day
2 deadline for issuance of the final decision in **case number 20-08**, based upon the
3 need to conduct the hearing and the need to review the proposed decision. **MOTION**
4 **CARRIED UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this
5 case in closed session.)

6

7 Larry Bice moved, with a second by Kathy Behrens, to extend the 180-day deadline for
8 issuance of the final decision in **case number 20-11**, based upon the need to conduct
9 the hearing and the need to review the proposed decision. **MOTION CARRIED**
10 **UNANIMOUSLY.** (Jesse Ramirez left the room during the discussion of this case in
11 closed session.)

12

13 Kathy Behrens moved, with a second by Ryan Williamson, to extend the 180-day
14 deadline for issuance of the final decision in **case number 20-13**, based upon the
15 need to conduct the hearing and the need to review the proposed decision. Roll call
16 vote: Behrens – yes; Bice – yes; Bower – yes; Harper – yes; Janzen – yes; McRina – yes;
17 Schoening – recused; Voss – yes; Williamson – yes; Yedlik – yes. **MOTION CARRIED.**
18 (Jesse Ramirez left the room during the discussion of this case in closed session.)

19

20 Larry Bice moved, with a second by Kathy Behrens, to approve the closed session
21 minutes for May 15, 2020. **MOTION CARRIED UNANIMOUSLY.**

22

23 The following requests for reinstatement were discussed in open session:

24

25 Case number 18-97, Amy Skinner – The final order, issued June 3, 2019, imposed a
26 reprimand and a minimum one-year suspension, with a requirement to complete an
27 ethics course (for an alcohol-related complaint). The respondent has satisfied the
28 terms of the sanction. Larry Bice moved, with a second by Kathy Behrens, that the
29 Board grant the respondent’s request for reinstatement in **case number 18-97**, and
30 issue an order stating that the basis for the suspension no longer exists and it will be
31 in the public interest for the license to be reinstated. **MOTION CARRIED**
32 **UNANIMOUSLY.**

33

1 Case Number 13-104, Andrea Eades-Hogrefe - The final order, issued March 24, 2014,
2 imposed minimum two-year suspension, with a requirement to demonstrate
3 successful substance abuse rehabilitation (complaint was regarding a criminal
4 conviction that stemmed from some substance abuse issues). The respondent has
5 satisfied the terms of the sanction. Kathy Behrens moved, with a second by Ryan
6 Williamson, that the Board grant the respondent's request for reinstatement in **case**
7 **number 13-104** and issue an order stating that the basis for the suspension no longer
8 exists and it will be in the public interest for the license to be reinstated. **MOTION**
9 **CARRIED UNANIMOUSLY.**

10
11 Case Number 15-23, Chris Eckrich - The final order, issued April 11, 2016, imposed
12 an indefinite suspension (complaint stemmed from a criminal conviction regarding
13 threatening text messages that led to the conviction and a no-contact order). Prior to
14 applying for reinstatement, the respondent was required to document that his criminal
15 probation is complete and he is no longer subject to a no-contact order with his former
16 school district. Respondent was also required to complete a mental health evaluation.
17 Given the serious nature of the violation, the Board is unwilling to reinstate
18 Respondent's license without more extensive documentation of mental health
19 treatment and/or information supporting a conclusion that similar events would not
20 occur in the future. Larry Bice moved, with a second by Tony Voss, that the Board
21 deny the respondent's request for reinstatement in **case number 15-23** and issue an
22 order stating that the materials submitted do not establish that the basis for the
23 suspension no longer exists and it would be in the public interest for the license to be
24 reinstated. **MOTION CARRIED UNANIMOUSLY.**

25
26 Case Number 19-178, Joel Eddleman - The final order, issued April 17, 2020, imposed
27 a reprimand and a minimum three-month suspension, with a requirement to complete
28 an ethics course and substance abuse evaluation (for an alcohol-related complaint).
29 The suspension period has not yet elapsed and the Board does not meet in July.
30 Respondent is requesting that the Board grant his request for reinstatement at today's
31 meeting but date the Order effective July 17, 2020. The Board noted it has a meeting
32 currently scheduled for August 5, 2020, and would be willing to consider a future
33 request for reinstatement from the Respondent at that time. Larry Bice moved, with a

1 second by Kathy Behrens, that the Board deny the respondent's request for
2 reinstatement in **case number 19-178** and issue an order stating that the materials
3 submitted do not establish that the basis for the suspension no longer exists and it
4 would be in the public interest for the license to be reinstated. Roll call vote: Behrens
5 – yes; Bice – yes; Bower – yes; Harper – yes; Janzen – yes; McRina – yes; Schoening –
6 no; Voss – yes; Williamson – yes; Yedlik – yes. **MOTION CARRIED.**

7
8 Communication from the Public

9 None.

10
11 Board Member Reports

12 Ryan Williamson informed the board that he has resigned from his counselor position
13 with Des Moines Public Schools (Roosevelt High School). He has accepted a position
14 as the Director of Equity and Inclusion with Urbandale Community School District
15 effective July 1, 2020. Board members congratulated Ryan on his new position.

16
17 Larry Bice mentioned that the governor signed a bill that no longer requires passing a
18 national test to be admitted into a teacher preparation program.

19
20 Executive Director's Report

21 Legislative Update:

22 HF 2627 – Licensure Reciprocity: this will allow applicants who have held a license in
23 another state for at least one year and who have established residency in Iowa to
24 obtain a license through the BoEE without additional coursework or testing. This will
25 also limit the criteria used by the BoEE to deny a license based on past criminal
26 activity.

27 SF 2356: Dyslexia: this will establish a dyslexia specialist endorsement.

28 SF 2360 – Therapeutic Classrooms: this will add language to the Code of Professional
29 Conduct and Ethics regarding safety of students and staff, mandatory reporter
30 obligations, IEPs, and participation in staff development.

31 HF 2418 – BEDS Reporting: this will allow districts to work with the Iowa Department
32 of Education to correct BEDS staffing errors.

1 HF 2454 - A bill relating to the number of experience hours and the amount of
2 education required for community college instruction. Staff is reviewing this to see
3 how we might be able to utilize this impact to our rules and regulations for CTE
4 licensure.

5

6 There will be a number of changes to our rules on the August meeting agenda to
7 reflect these legislative changes.

8

9 Agency Update:

10 Zenta Klavins, Clerk Specialist, is resigning effective June 30, 2020 and we will begin
11 the process for a replacement. Some of the duties of this position is to greet the
12 public, answer the phone and do fingerprinting. Due to this resignation, our office will
13 be closed for walk-in customers and fingerprinting. (Fingerprinting has been
14 suspended due to COVID-19.) However, customers can make an appointment with a
15 specific staff member, if needed. This will remain in effect until September 1.

16

17 Staff will rotate to be present in the office at least one day per week for office coverage
18 with a minimum of two staff members in the office at all times.

19

20 Due to COVID-19, we have purchased face masks, hand sanitizer, more cleaning
21 supplies, and gloves for those that come to the office for an appointment. Social
22 distancing will be maintained by meeting in our board room.

23

24 No information yet from the governor's office regarding the appointment of a new
25 executive director and for a board member replacement due to Mary K. Overholtzer's
26 resignation.

27

28 Financial Update: Mike Cavin reviewed the financial report – closing of FY 20 and the
29 proposed FY 21 and FY 22 budgets.

30

31 Licensure Update: Due to COVID-19, we will continue to issue extensions for all
32 licenses at no cost (upon request of the applicant) per the Governor's extension of the
33 proclamation through June 2020.

1 NASDTEC Professional Practices Institute (PPI) which was scheduled for October 14-
2 16, 2020, in Oklahoma City, has been cancelled due to COVID-19. It is scheduled for
3 next year at the same location in Oklahoma City and the specific dates will be
4 published in the near future.

5
6 Rules

7 Adopt:

8 None.

9
10 ARRC Review Pending:

11 None.

12
13 Notice:

14 None.

15
16 Items for Discussion:

17 IAC 282 Chapters 12 and 13 – Military Exchange License Fee. The rule for the
18 military exchange license currently states that the fees shall be limited to the fee for
19 the issuance of the license, which is \$85. This proposed change will instead limit the
20 fee to the cost of the background check (\$75), which will save applicants an additional
21 \$10 and also streamline accounting. This will move to Notice at the August meeting.

22
23 Petition for Waiver

24 None.

25
26 Reports/Approvals

27 Mike Cavin reviewed the FY 20 accomplishments. The biggest accomplishments being
28 our move to 701 E. Court Ave. and full implementation of our online licensure system.

29
30 FY 20 Consultant Presentations: Board members were provided with a list of the
31 presentations by staff at the various colleges, universities, school districts, and AEAs
32 regarding licensure updates and ethics.

1 There being no further business, Kathy Behrens moved, with a second by Larry Bice,
2 to adjourn the meeting at 11:15 a.m. **MOTION CARRIED UNANIMOUSLY.**

3
4 The work session began at 12:15 p.m.

5
6 Board Operating Guidelines: Darcy Hathaway reviewed the process for revisions to
7 the Board Operating Guidelines. The Board Operating Guidelines will go out to the
8 members of this committee. (The committee members will be determined after this
9 meeting.) The committee will review and make revision recommendations and then
10 those recommendations will be brought back to the full board for further consideration
11 and discussion.

12
13 FY 21 Board Committee Assignments: Board members ranked their choice for
14 committee assignments for FY 21. Committees include: Executive Committee,
15 Professional Practices Committee and Board Operating Guidelines Committee. Mike
16 Cavin and Sara Yedlik will review and notify the board of their committee assignment.

17
18 FY 21 Goals and Legislative Priorities: Board members put together a list of their
19 goals and legislative priorities for FY 21. Mike Cavin will compile the results and
20 share with the board.

21
22 FY 21 Board Presentations: Board members recommended topics for possible
23 presentations that they would like scheduled for FY 21 board meetings. Some of the
24 presentations that were scheduled earlier this year were cancelled due to COVID-19
25 and we will attempt to reschedule them for FY 21. Since the remaining meetings in
26 2020 will be held via Zoom due to COVID-19, the number of presenters at a given
27 meeting will need to be limited until we resume in-person meetings. Mike Cavin will
28 finalize the recommendations and share with the board.

29
30 The work session ended at 1:15 p.m.

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

From: Mike Cornelison

Date: July 1, 2020

Re: **FY 2020 FINANCIAL ANALYSIS**
Period 12 - June 2020

NOTE 1: Cash Balance Review

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$940,411	\$883,262
2217 - Teachers Cert Clrg	0	0
	<u>\$940,411</u>	<u>\$883,262</u>

Areas to Monitor:

RED:

YELLOW:

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

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 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 100%

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	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	(C=A+B)	(D)	To Date
	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)	(783,262)		-	(883,262)	(768,909)		
Revenue Collected																					
234	Gov Transfer In Other Agencies	-	-	-	-	-	3,400	-	-	2,150	777	650	1,300	-	-	-	8,277	8,277	300	2759%	2759%
401	Fees, Licenses & Permits	166,551	213,121	114,349	110,083	120,933	125,349	143,035	108,719	108,103	107,131	161,963	201,203	-	-	-	1,680,539	1,680,539	1,900,000	88%	88%
704	Other	42,768	50,710	34,485	37,790	51,551	48,975	47,235	37,875	37,185	27,600	39,800	48,005	-	-	-	503,979	503,979	585,000	86%	86%
Total Revenues:		309,319	973,473	154,784	147,873	172,484	177,724	190,270	146,594	147,438	135,508	202,413	250,508	(100,000)	(783,262)	-	3,008,387	2,125,125	2,496,113	121%	85%
Expenditures																					
101	Personal Services	111,528	99,621	113,519	113,465	117,203	179,734	96,653	111,653	106,136	101,611	105,397	171,625	5,249	-	-	1,428,145	1,433,393	1,524,852	94%	94%
202	In State Travel	-	223	1,452	819	2,000	1,953	2,550	1,547	1,821	-	-	-	1,000	-	-	12,365	13,365	20,000	62%	67%
203	State Vehicle Operation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	0%	0%
205	Out Of State Travel	-	-	-	1,983	1,170	-	-	468	458	236	-	-	-	-	-	4,315	4,315	20,000	22%	22%
301	Office Supplies	1,000	4,641	-	260	55	826	106	910	595	336	4,809	155	(4,500)	-	-	13,693	9,193	12,000	114%	77%
302	Facility Maintenance Supplies	-	-	-	-	1,130	647	282	25	21	96	30	65	100	-	-	2,295	2,395	3,000	77%	80%
303	Equipment Maintenance Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,000	0%	0%
308	Other Supplies	30	-	-	-	568	-	261	950	-	-	167	-	-	-	-	1,976	1,976	5,800	34%	34%
309	Printing & Binding	-	25	-	-	632	1,545	20	1	1,051	38	-	40	-	-	-	3,351	3,351	1,000	335%	335%
311	Food	-	-	-	-	-	280	-	-	-	-	-	-	-	-	-	280	-	280	0%	0%
313	Postage	-	508	517	476	359	725	408	710	748	720	673	795	650	-	-	6,639	7,289	6,700	99%	109%
401	Communications	-	1,189	1,189	1,218	19,799	907	9,897	1,710	894	2,394	1,655	1,531	1,640	-	-	42,384	44,024	43,250	98%	102%
402	Rentals	-	75	245	-	-	9,908	4,917	4,917	4,917	6,482	-	9,083	3,435	-	-	40,543	43,978	57,000	71%	77%
403	Utilities	-	-	-	-	-	317	307	264	236	166	134	145	250	-	-	1,569	1,819	3,000	52%	61%
405	Prof & Scientific Services	-	-	418	50	368	238	940	-	585	450	400	50	1,000	-	-	3,499	4,499	15,000	23%	30%
406	Outside Services	33	-	965	-	1,748	622	3,949	1,075	393	358	399	494	400	-	-	10,036	10,436	9,300	108%	112%
408	Advertising & Publicity	-	-	48	-	-	-	-	-	-	62	-	-	-	-	-	110	110	100	110%	110%
409	Outside Repairs/Service	-	-	-	-	-	-	-	-	-	-	-	-	500	-	-	500	-	6,000	0%	8%
414	Reimbursements To Other Agency	-	5,550	5,865	5,443	6,335	4,183	244	2,065	1,949	2,302	1,927	2,032	2,000	-	-	37,894	39,894	104,000	36%	38%
416	ITD Reimbursements	-	6,970	6,793	1,950	67,814	12,219	2,058	4,459	2,133	2,066	2,761	4,474	9,300	-	-	113,698	122,998	157,000	72%	78%
418	IT Outside Services	-	1,475	850	1,475	2,100	1,275	1,275	1,275	1,402	1,275	1,275	1,275	1,475	-	-	15,155	16,630	18,000	84%	92%
432	Attorney General Reimbursement	-	-	6,688	-	6,669	3,335	3,436	3,336	3,346	3,333	3,333	3,333	3,750	-	-	36,810	40,560	45,000	82%	90%
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	29,051	8,400	25,000	-	-	209,372	234,372	300,000	70%	78%
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	5,036	-	-	-	-	13,855	13,855	8,000	173%	173%
602	Other Expenses & Obligations	-	-	3,573	4,671	2,452	2,632	2,850	2,800	3,274	2,564	2,384	2,410	5,500	-	-	29,610	35,110	40,000	74%	88%
702	Fees	-	-	-	85	-	-	-	-	-	-	-	-	-	-	-	-	-	30	0%	0%
705	Refunds-Other	-	-	-	85	-	-	85	85	160	75	95	85	-	-	-	670	670	280	239%	239%
Total Expenditures:		112,590	146,715	142,748	155,982	287,109	245,183	131,708	189,643	148,541	142,236	159,527	205,993	57,149	-	-	2,067,976	2,125,125	2,496,113	83%	85%
Current Month Operations		196,728	826,758	12,036	(8,109)	(114,625)	(67,459)	58,562	(43,049)	(1,104)	(6,728)	42,886	44,515	(157,149)	(783,262)	-	940,411	0	0	0	0
Cash Balance		196,728	1,023,487	1,035,523	1,027,413	912,788	845,329	903,891	860,842	859,738	853,010	895,896	940,411.31	783,262	0	0	0	0	0	0	0

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.

301 Office Supplies - May expense includes the FY21 NASDTEC membership fee. This expense will be moved to FY21 in HO13.

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.

June expense includes 2 facility lease payments and a refund for the SAI event booth rental.

405 Prof & Scientific Services - payments to school districts for Board Member per diem & substitute reimbursements.

406 Outside Services - Includes the office cleaning service.

414 Reimbursements to Other Agencies - DAS services.

416 ITD Reimbursements - I/3 Admin & OCIO Services. May expense includes the Chrome Management Console annual license fee.

June expense includes VOD support for Feb & Apr.

418 IT Outside Services - WebSpec Design costs, & Insight desktop support.

434 Gov Transfer Other Agencies - DCI criminal history & background checks. May expense includes an unpaid charge from October.

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. May expense is for the IBM Content Manager

annual subscription & support renewal.

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	Vacant
14000-009	Ryan J Williamson
14000-010	Chad W Janzen
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
Total Budgeted FTEs			14.00

Fund: 0001 General Fund

Unit: 9397

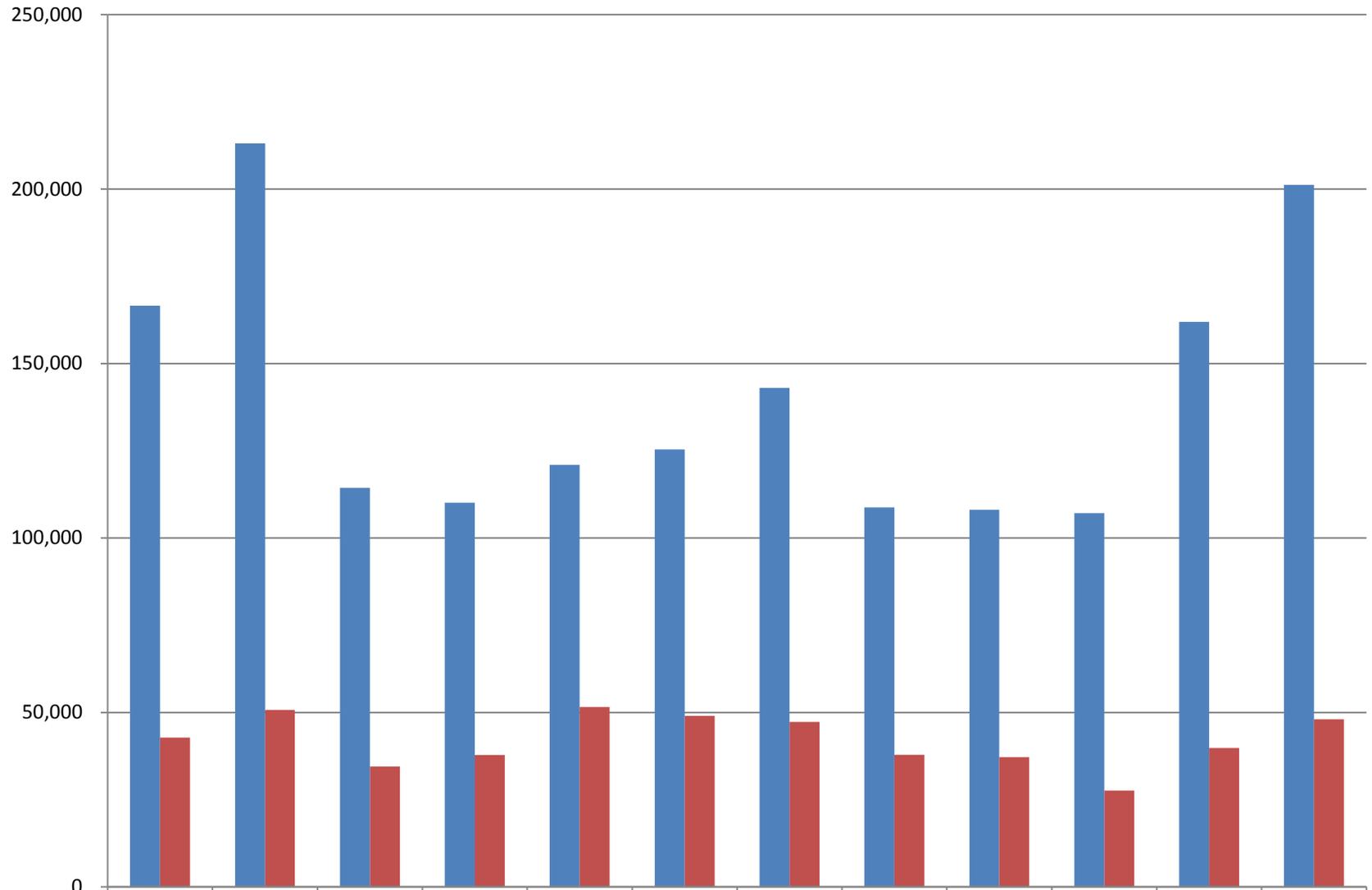
Sub Unit: Blank

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	Forecast	Forecast	Actual											
	Appropriation																
	BBF																
Revenue Collected																	
234	Gov Transfer In Other Agencies	0	0	0	0	0	3,400	0	0	2,150	777	650	1,300	0	0	0	8,277
401	Licensure Fees	166,551	213,121	114,349	110,083	120,933	125,349	143,035	108,719	108,103	107,131	161,963	201,203	0	0	0	1,680,539
704	DCI Check Fees	42,768	50,710	34,485	37,790	51,551	48,975	47,235	37,875	37,185	27,600	39,800	48,005	0	0	0	503,979
Total Revenues:		209,319	263,831	148,834	147,873	172,484	177,724	190,270	146,594	147,438	135,508	202,413	250,508	-	-	-	2,192,795
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	51,449	63,973				533,819
Total General Fund		52,557	67,718	36,396	34,993	38,464	39,957	45,350	34,561	34,335	34,066	51,449	63,973	0	0	0	533,819
Total Receipts		261,876	331,549	185,230	182,866	210,948	217,681	235,620	181,155	181,773	169,574	253,862	314,480	-	-	-	2,726,614

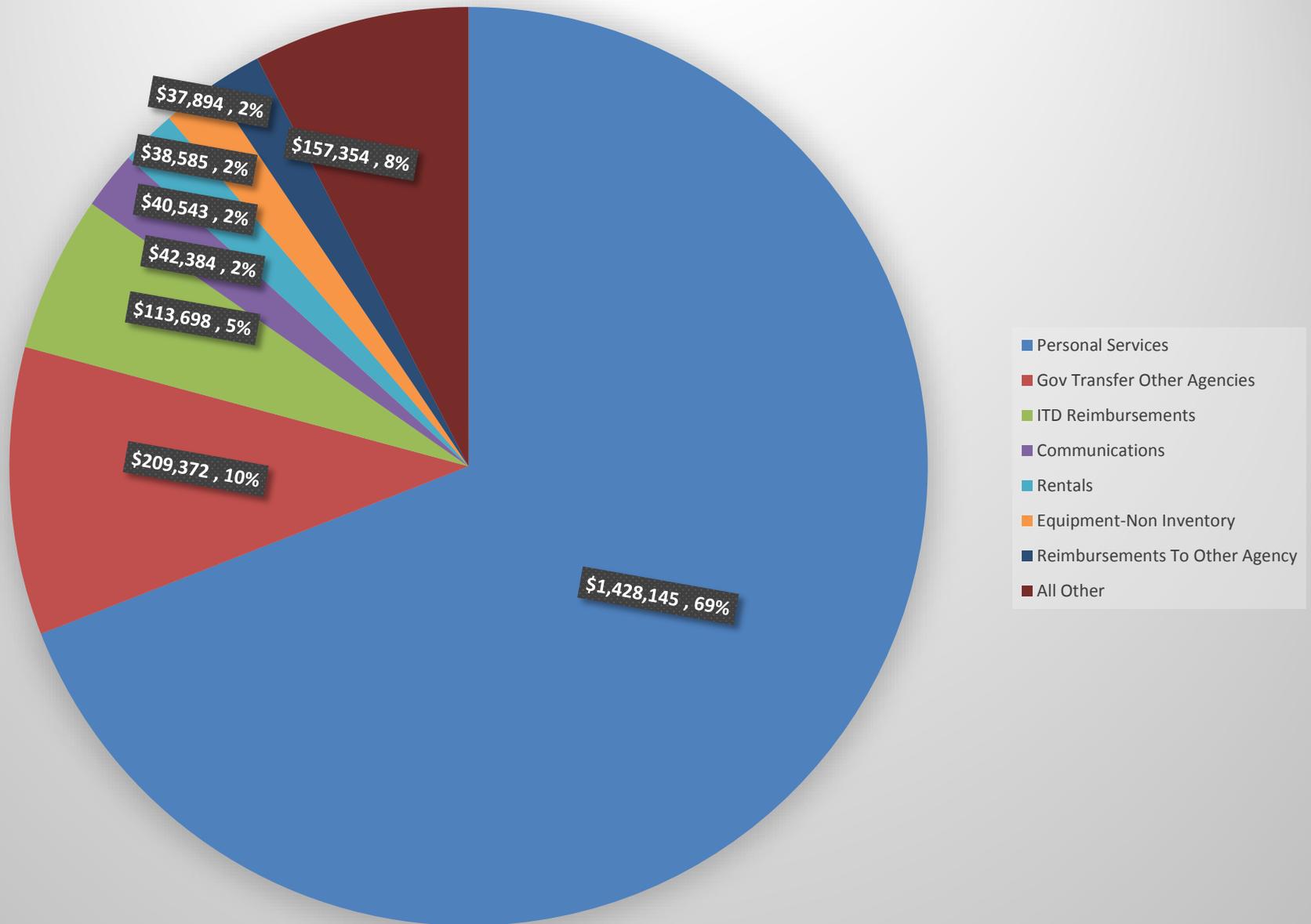
Note -
General Fund 0001-996-2820

Receipts July 2019-June 2020



■ Licensure Fees	166,551	213,121	114,349	110,083	120,933	125,349	143,035	108,719	108,103	107,131	161,963	201,203
■ DCI Check Fees	42,768	50,710	34,485	37,790	51,551	48,975	47,235	37,875	37,185	27,600	39,800	48,005

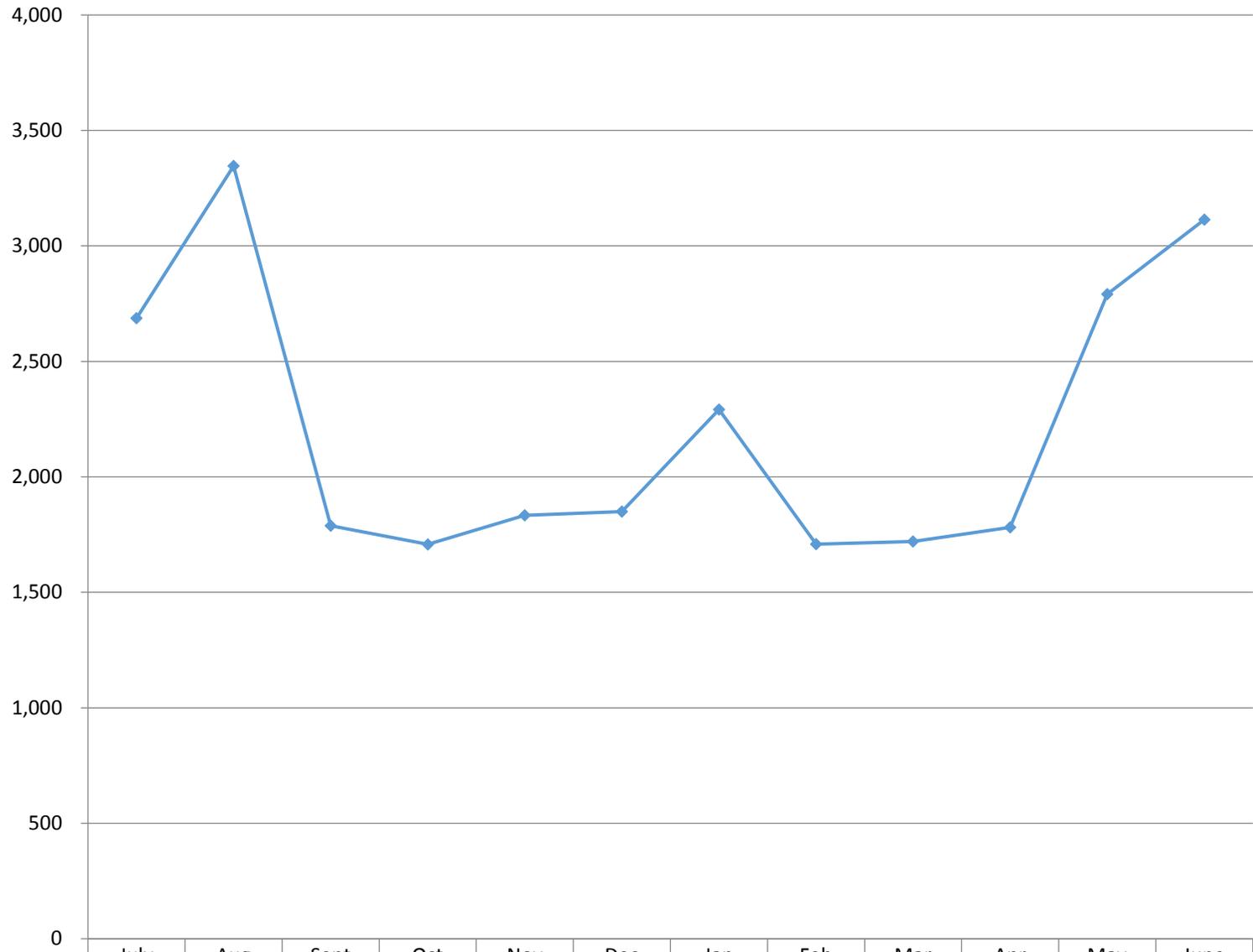
Expenditures July 2019-June 2020



Obligations vs. Budget Report
Budget Fiscal Year: 2020

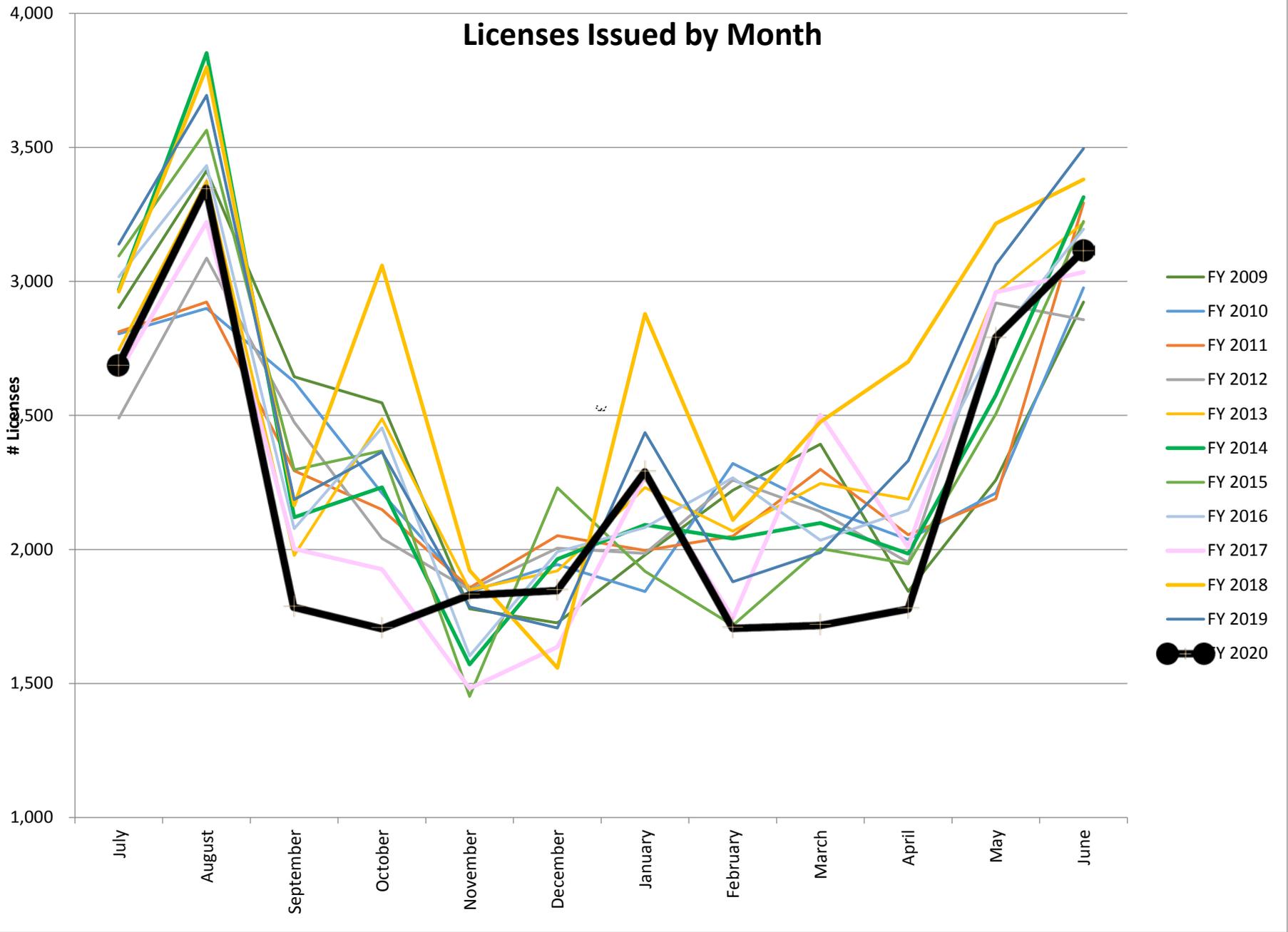
	Actual To-Date	FY-Encumbered	Total Obligations FY-To-Date	FY 20 Budget	Budget Balance	Percent of Budget Received /Spent
Resources -						
Balance Forward	815,593		815,593	779,722		
234 Gov Transfer In Other Agencies	8,277		8,277	300		
401 Fees, Licenses & Permits	1,680,539		1,680,539	1,900,000		
704 Other	503,979		503,979	585,000		
Total Resources	\$3,008,387	\$0	\$3,008,387	\$3,265,022		
(Total Revenues)	<u>\$2,192,795</u>	<u>\$0</u>	<u>\$2,192,795</u>	<u>\$2,485,300</u>	\$292,505	88%
Expenditures -						
101 Personal Services	1,428,145		1,428,145	1,524,852	96,707	94%
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	13,693		13,693	12,000	(1,693)	114%
302 Facility Maintenance Supplies	2,295		2,295	3,000	0	77%
303 Equipment Maintenance Supplies	0		0	4,000	4,000	0%
308 Other Supplies	1,976		1,976	5,800	3,824	34%
309 Printing & Binding	3,351		3,351	1,000	(2,351)	335%
311 Food	280		280	0	(280)	100%
313 Postage	6,639		6,639	6,700	61	99%
401 Communications	42,384		42,384	43,250	866	98%
402 Rentals	40,543		40,543	57,000	16,457	71%
403 Utilities	1,569		1,569	3,000	1,431	52%
405 Prof & Scientific Services	3,499		3,499	15,000	11,501	23%
406 Outside Services	10,036		10,036	9,300	(736)	108%
408 Advertising & Publicity	110		110	100	(10)	110%
409 Outside Repairs/Service	0		0	6,000	6,000	0%
414 Reimbursements To Other Agency	37,894		37,894	104,000	66,106	36%
416 ITD Reimbursements	113,698		113,698	157,000	43,302	72%
418 IT Outside Services	15,155		15,155	18,000	2,845	84%
432 Attorney General Reimbursement	36,810		36,810	45,000	8,190	82%
433 Gov Transfer Auditor of State	0		0	800	800	0%
434 Gov Transfer Other Agencies	209,372		209,372	300,000	90,628	70%
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	13,855		13,855	8,000	(5,855)	173%
602 Other Expenses & Obligations	29,610		29,610	40,000	10,390	74%
702 Fees	0		0	30	30	0%
705 Refunds-Other	670		670	280	(390)	239%
Total Expenditures	<u>\$2,067,976</u>	<u>\$0</u>	<u>\$2,067,976</u>	<u>\$2,496,113</u>	<u>\$427,432</u>	<u>83%</u>
CY Revenue Less Expenditures	<u>\$124,819</u>					
Estimated Carry Forward	<u>\$940,411</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	1,709	1,720	1,781	2,791	3,114

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
FY 2020	2,687	3,346	1,788	1,708	1,833	1,850	2,292	1,709	1,720	1,781	2,791	3,114	
Running Total	2,687	6,033	7,821	9,529	11,362	13,212	15,504	17,213	18,933	20,714	23,505	26,619	
FY 2019	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
Running Total	3,139	6,833	9,019	11,383	13,168	14,875	17,311	19,190	21,179	23,510	26,573	30,069	
FY 2018	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
Running Total	2,962	6,761	8,926	11,985	13,907	15,465	18,344	20,454	22,930	25,630	28,846	32,226	
FY 2017	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
Running Total	2,660	5,881	7,883	9,809	11,291	12,927	15,200	16,944	19,446	21,453	24,412	27,447	
FY 2016 Actual	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
Running Total	3,017	6,449	8,527	10,981	12,584	14,575	16,657	18,924	20,958	23,105	25,888	29,083	
FY 2015 Actual	3,095	3,564	2,297	2,368	1,452	2,230	1,918	1,717	2,003	1,946	2,505	3,224	28,319
Running Total	3,095	6,659	8,956	11,324	12,776	15,006	16,924	18,641	20,644	22,590	25,095	28,319	
FY 2014 Actual	2,968	3,852	2,120	2,232	1,571	1,964	2,092	2,040	2,099	1,984	2,576	3,314	28,812
Running Total	2,968	6,820	8,940	11,172	12,743	14,707	16,799	18,839	20,938	22,922	25,498	28,812	
FY 2013 Actual	2,744	3,375	1,978	2,488	1,849	1,920	2,231	2,068	2,246	2,188	2,956	3,219	29,262
Running Total	2,744	6,119	8,097	10,585	12,434	14,354	16,585	18,653	20,899	23,087	26,043	29,262	
FY 2012 Actual	2,490	3,087	2,475	2,041	1,849	2,005	1,985	2,259	2,141	1,951	2,920	2,857	28,060
Running Total	2,490	5,577	8,052	10,093	11,942	13,947	15,932	18,191	20,332	22,283	25,203	28,060	
FY 2011 Actual	2,812	2,923	2,294	2,149	1,857	2,051	1,996	2,050	2,299	2,055	2,189	3,293	27,968
Running Total	2,812	5,735	8,029	10,178	12,035	14,086	16,082	18,132	20,431	22,486	24,675	27,968	
FY 2010 Actual	2,804	2,899	2,626	2,210	1,842	1,944	1,843	2,321	2,158	2,037	2,211	2,976	27,871
Running Total	2,804	5,703	8,329	10,539	12,381	14,325	16,168	18,489	20,647	22,684	24,895	27,871	
FY 2009 Actual	2,902	3,413	2,644	2,547	1,779	1,726	1,979	2,221	2,393	1,844	2,259	2,923	28,630
Running Total	2,902	6,315	8,959	11,506	13,285	15,011	16,990	19,211	21,604	23,448	25,707	28,630	

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	4	6	37
Add - Add Administrator Endorsement (Out of State Institution)	1	1			2		2	1	2		2	0	11
Add - Add Concentration Para	8	6	1		2	4	6	1	3	1	5	14	55
Add - Add Teaching Endorsement (Iowa institution will be recommendation)	76	130	42	33	25	104	88	41	51	75	175	112	952
Add - Add Teaching Endorsement (state min. requirements or non-Iowa institution)	38	53	37	16	14	13	16	19	30	26	47	49	358
Convert - Exchange to a Full License	20	37	13	10	14	26	31	10	17	17	40	37	272
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	2			2	1		2		1		1	1	10
Convert - Initial School Administrative Manager to Full SAM		1						1			3		5
Convert - Standard to Master Educator	110	125	85	80	83	80	108	85	84	89	124	103	1,156
Convert - Temporary or Initial School Business Official to next SBO level		1	1	1		1	4			2	2	2	14
Convert Initial Administrator to Professional Administrator	14	6	9	6	2	6	5	5	3	16	39	52	163
Convert Initial Teacher/PSL to Standard/PSL	193	139	63	44	47	46	52	42	76	165	449	668	1,984
Extension - Extension of Class A Class B or Admin Exchange License	29	53	16	11	14	10	9	14	9	5	16	17	203
Extension - Extension of Coaching Authorization	34	90	39	45	61	28	32	27	18	12	17	16	419
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	36	36	224
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	76	113	61	78	64	44	68	61	51	32	33	46	727
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	3	4	2			3			2	2	5	8	29
New - Conditional License: Class B - Administrator	11	7	2			1	2		1	1	5	10	40
New - Conditional License: Class B - Teacher General Education	59	122	33	6	21	36	10	8	9	14	49	57	424
New - Conditional License: Class B - Teacher Special Education	78	132	27	10	10	25	10	4	11	29	57	63	456
New - Conditional License: Executive Director Design - Special Education	30	51	4	3	4	8	5	2	2	5	11	23	148
New - Executive Director Decision License	21	43	1	2	9	5	7	1	1	1	6	14	111
New - First Activities Administrator Authorization	1				2		3		2	4	1	1	14
New - First Administrator License (Out of State Preparation)	6	10	4	2	7	3	6	8	11	12	12	12	93
New - First Behind the Wheel Driving Instructor Authorization	7	2	5	2	3	2	4	8	2	1	5	3	44
New - First Career and Technical Authorization	6	5	1	2	4	3	1	1	2	5	4	9	43
New - First Class G License (counseling internship needed - Out of State only)	14	6					1	3	1	1	2	4	32
New - First Coaching Authorization (in lieu of a coaching on a teaching license)	165	173	92	134	120	92	127	136	135	87	133	122	1,516
New - First Evaluator License (do not use if applying for/hold admin. license)	2			5	1	2	2	1		1	4	2	20
New - First iJAG Authorization	9	6				1	1	2			1	1	21
New - First Intern School Psychologist	3								2		6	3	14
New - First Iowa Administrator License (Iowa Institution)	16	46	16	12	5	14	38	17	8	11	16	28	227
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	74	84	64	50	30	18	60	47	26	17	27	39	536
New - First Iowa Substitute License (Out of State is not seeking teaching license)	6	16	9	6	7	6	9	4	2		1	3	69
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	63	97	143	120	341	291	259	153	174	85	124	67	1,917
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	2	1		1	2	2	2	2	2	3	2	0	19
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	1	3		2	1	2			1		2		12
New - First Iowa Teaching License (Out of State Institution)	70	65	24	26	16	35	58	50	48	70	70	101	633
New - First Native Language Speaker Authorization		2	2	2						0	1	1	8
New - First Orientation and Mobility License		1		1			1						3
New - First Paraeducator Certificate	24	53	14	4	28	16	14	12	28	20	42	46	301
New - First Prof Svc License: Counsel (Out of State Institution)	5	2		3			2			2	2	6	22
New - First Professional Service Counseling SLP School Psy etc (Out of State)	7	3	1	1	0	1	1	3		0	2	3	22
New - First SAM Authorization	1					1		2	4	3	2	3	16
New - First School Business Official Authorization: Temporary or Initial SBO	3	5	2	2	2	2	3	2	4	2	4	3	34
New - First Statement of Professional Recognition - Other	30	20	7	10	3	6	3		6	5	8	16	114
New - First Statement of Professional Recognition - School Nurse	4	2	4	5	2	2		4		1	2	5	31
New - First Substitute Authorization (have not completed teacher prep program)	75	108	95	123	91	69	81	72	28	8	12	58	820
New - First Teacher Intern License (Iowa Preparation Only)	7	4	1		1	1			2	4	14	8	42
New - International Exchange Teaching License: Teachers from Spain		18											18
New - Preservice Substitute Authorization				2	36	91	39	21	37	3	6	2	237
New - Temporary Initial license (Iowa grad only)		14	6	15	4	20	7	1	2	4	14	31	118
New - Transitional Coaching Authorization (has not completed coaching auth)	21	22	9	21	14	9	6	9	3	2	5	10	131
Renew - Behind the Wheel	4	5	2	3	5	30	38	9	10	7	10	7	130
Renew Activities Administrator Authorization						1		1				1	3
Renew - Administrator/Evaluator License	62	41	26	33	41	36	60	27	36	35	51	46	494
Renew - Coaching Authorization	179	217	156	133	148	70	104	126	137	122	129	111	1,632
Renew - iJAG Authorization			1										1
Renew - Initial Admin	12	4	3	2	2	2	3	10	9	8	10	19	84
Renew - Initial Teacher Initial Admin or Initial Professional Service License	47	67	35	21	19	22	21	19	20	38	47	58	414
Renew - Para Certification	57	41	16	21	8	16	24	20	16	17	21	29	286
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		2	14
Renew - Standard Master Professional Service Career and Technical or OM	643	755	453	443	397	405	641	419	420	492	640	653	6,361
Renew - Statement of Professional Recognition	7	17	7	8	8	8	21	14	13	17	18	11	149
Renew - Substitute Authorization	9	15	15	16	7	7	3	3	4	4	2	2	87
Renew - Substitute License or Substitute Authorization	57	83	59	53	35	39	51	56	27	21	26	37	544
Transcript Analysis Fee	155	186	63	59	57	66	120	112	114	149	187	217	1,485
Other Printed Copy of License	18	17	16	2	7	12	22	19	19	9	9	18	168
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	2	5	251
Late Fee (No License)		1	3	1			2		1		1		9
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	2,724	3,003	26,324
Background Renewal	1,429	1,558	949	882	821	797	1,170	847	876	1,051	1,618	1,840	13,838
Background	393	484	337	398	581	480	487	389	390	228	339	381	4,887
Total # Transactions Processed	2,687	3,346	1,788	1,708	1,833	1,850	2,292	1,709	1,720	1,781	2,791	3,114	26,619

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	\$ 200	\$ 300	\$ 1,850
Add - Add Administrator Endorsement (Out of State Institution)	\$ 60	\$ 60			\$ 120		\$ 100	\$ 60	\$ 100		\$ 120	\$ -	\$ 620
Add - Add Concentration Para	\$ 200	\$ 150	\$ 25		\$ 50	\$ 100	\$ 150	\$ 25	\$ 75	\$ 25	\$ 125	\$ 350	\$ 1,375
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	\$ 8,750	\$ 5,600	\$ 47,600
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	\$ 2,350	\$ 2,450	\$ 17,900
Convert - Exchange to a Full License	\$ 1,700	\$ 3,145	\$ 1,105	\$ 850	\$ 1,190	\$ 2,210	\$ 2,635	\$ 850	\$ 1,445	\$ 1,445	\$ 3,400	\$ 3,145	\$ 23,120
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	\$ 170			\$ 170	\$ 85		\$ 170		\$ 85		\$ 85	\$ 85	\$ 850
Convert - Initial School Administrative Manager to Full SAM		\$ 85						\$ 85			\$ 255		\$ 425
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	\$ 10,540	\$ 8,755	\$ 92,620
Convert - Temporary or Initial School Business Official to next SBO level		\$ 85	\$ 85	\$ 85		\$ 85	\$ 340			\$ 170	\$ 170	\$ 170	\$ 1,190
Convert Initial Administrator to Professional Administrator	\$ 1,190	\$ 510	\$ 765	\$ 510	\$ 170	\$ 510	\$ 425	\$ 425	\$ 255	\$ 1,360	\$ 3,315	\$ 4,420	\$ 13,855
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	\$ 38,165	\$ 56,755	\$ 168,615
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	\$ 2,400	\$ 2,550	\$ 30,450
Extension - Extension of Coaching Authorization	\$ 1,360	\$ 3,600	\$ 1,560	\$ 1,800	\$ 2,440	\$ 1,120	\$ 1,280	\$ 1,080	\$ 720	\$ 480	\$ 680	\$ 640	\$ 16,760
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	\$ 900	\$ 900	\$ 5,550
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	\$ 2,805	\$ 3,910	\$ 61,795
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	\$ 255	\$ 340	\$ 170			\$ 255			\$ 170	\$ 170	\$ 425	\$ 680	\$ 2,465
New - Conditional License: Class B - Administrator	\$ 935	\$ 595	\$ 170			\$ 85	\$ 170		\$ 85	\$ 85	\$ 425	\$ 790	\$ 3,340
New - Conditional License: Class B - Teacher General Education	\$ 5,015	\$ 10,370	\$ 2,805	\$ 510	\$ 1,785	\$ 3,060	\$ 850	\$ 680	\$ 765	\$ 1,190	\$ 4,165	\$ 4,845	\$ 36,040
New - Conditional License: Class B - Teacher Special Education	\$ 6,630	\$ 11,220	\$ 2,295	\$ 850	\$ 850	\$ 2,125	\$ 850	\$ 340	\$ 935	\$ 2,465	\$ 4,845	\$ 5,305	\$ 38,710
New - Conditional License: Executive Director Design - Special Education	\$ 2,550	\$ 4,335	\$ 340	\$ 255	\$ 340	\$ 680	\$ 425	\$ 170	\$ 170	\$ 425	\$ 935	\$ 1,955	\$ 12,580
New - Executive Director Decision License	\$ 1,785	\$ 3,655	\$ 85	\$ 170	\$ 765	\$ 425	\$ 595	\$ 85	\$ 85	\$ 85	\$ 510	\$ 1,190	\$ 9,435
New - First Activities Administrator Authorization	\$ 85				\$ 170		\$ 255		\$ 170	\$ 340	\$ 85	\$ 85	\$ 1,190
New - First Administrator License (Out of State Preparation)	\$ 510	\$ 850	\$ 340	\$ 170	\$ 595	\$ 255	\$ 510	\$ 680	\$ 935	\$ 1,020	\$ 1,020	\$ 1,020	\$ 7,905
New - First Behind the Wheel Driving Instructor Authorization	\$ 280	\$ 80	\$ 200	\$ 80	\$ 120	\$ 80	\$ 160	\$ 320	\$ 80	\$ 40	\$ 200	\$ 120	\$ 1,760
New - First Career and Technical Authorization	\$ 510	\$ 425	\$ 85	\$ 170	\$ 340	\$ 255	\$ 85	\$ 85	\$ 170	\$ 425	\$ 340	\$ 765	\$ 3,655
New - First Class G License (counseling internship needed - Out of State only)	\$ 1,190	\$ 510				\$ 85	\$ 255	\$ 85	\$ 85	\$ 170	\$ 340	\$ 340	\$ 2,720
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	\$ 11,305	\$ 10,370	\$ 128,860
New - First Evaluator License (do not use if applying for/hold admin. license)	\$ 170			\$ 425	\$ 85	\$ 170	\$ 170	\$ 85		\$ 85	\$ 340	\$ 170	\$ 1,700
New - First IJAG Authorization	\$ 765	\$ 510				\$ 85	\$ 85	\$ 170			\$ 85	\$ 85	\$ 1,785
New - First Intern School Psychologist	\$ 255								\$ 170		\$ 510	\$ 255	\$ 1,190
New - First Iowa Administrator License (Iowa Institution)	\$ 1,360	\$ 3,910	\$ 1,360	\$ 1,020	\$ 425	\$ 1,190	\$ 3,230	\$ 1,445	\$ 680	\$ 935	\$ 1,360	\$ 2,380	\$ 19,295
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	\$ 2,295	\$ 3,315	\$ 45,560
New - First Iowa Substitute License (Out of State is not seeking teaching license)	\$ 510	\$ 1,360	\$ 765	\$ 510	\$ 595	\$ 510	\$ 765	\$ 340	\$ 170		\$ 85	\$ 255	\$ 5,865
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	\$ 10,540	\$ 5,695	\$ 162,945
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	\$ 120	\$ 60		\$ 60	\$ 120	\$ 120	\$ 120	\$ 120	\$ 180	\$ 120	\$ -	\$ -	\$ 1,140
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	\$ 85	\$ 255		\$ 170	\$ 85	\$ 170			\$ 85		\$ 170		\$ 1,020
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	\$ 5,950	\$ 5,855	\$ 53,805
New - First Native Language Speaker Authorization		\$ 170	\$ 170	\$ 170						\$ -	\$ 85	\$ 85	\$ 680
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	\$ 1,680	\$ 1,840	\$ 12,040
New - First Prof Svc License: Counsel (Out of State Institution)	\$ 425	\$ 170		\$ 255			\$ 170			\$ 170	\$ 170	\$ 510	\$ 1,870
New - First Professional Service Counseling SLP School Psy etc (Out of State)	\$ 595	\$ 255	\$ 85	\$ 85	\$ -	\$ 85	\$ 85	\$ 255		\$ -	\$ 170	\$ 255	\$ 1,870
New - First SAM Authorization	\$ 85					\$ 85		\$ 170	\$ 340	\$ 255	\$ 170	\$ 255	\$ 1,360
New - First School Business Official Authorization: Temporary or Initial SBO	\$ 255	\$ 425	\$ 170	\$ 170	\$ 170	\$ 170	\$ 255	\$ 170	\$ 340	\$ 170	\$ 340	\$ 255	\$ 2,890
New - First Statement of Professional Recognition - Other	\$ 2,550	\$ 1,700	\$ 595	\$ 850	\$ 255	\$ 510	\$ 255		\$ 510	\$ 425	\$ 680	\$ 1,360	\$ 9,690
New - First Statement of Professional Recognition - School Nurse	\$ 340	\$ 170	\$ 340	\$ 425	\$ 170	\$ 170		\$ 340		\$ 85	\$ 170	\$ 425	\$ 2,635
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	\$ 1,020	\$ 4,930	\$ 69,700
New - First Teacher Intern License (Iowa Preparation Only)	\$ 595	\$ 340	\$ 85		\$ 85	\$ 85			\$ 170	\$ 340	\$ 1,190	\$ 680	\$ 3,570
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	\$ 510	\$ 170	\$ 20,145
New - Temporary Initial license (Iowa grad only)		\$ 1,190	\$ 510	\$ 1,275	\$ 340	\$ 1,700	\$ 595	\$ 85	\$ 170	\$ 340	\$ 1,190	\$ 2,635	\$ 10,030
New - Transitional Coaching Authorization (has not completed coaching auth)	\$ 1,785	\$ 1,870	\$ 765	\$ 1,785	\$ 1,190	\$ 765	\$ 510	\$ 765	\$ 255	\$ 170	\$ 425	\$ 850	\$ 11,135
Renew - Behind the Wheel	\$ 160	\$ 200	\$ 80	\$ 120	\$ 200	\$ 1,200	\$ 1,520	\$ 360	\$ 400	\$ 400	\$ 280	\$ 280	\$ 5,200
Renew Activities Administrator Authorization						\$ 85		\$ 85					\$ 85
Renew - Administrator/Evaluator License	\$ 5,270	\$ 3,485	\$ 2,210	\$ 2,805	\$ 3,485	\$ 3,060	\$ 5,100	\$ 2,295	\$ 3,060	\$ 2,975	\$ 4,335	\$ 3,910	\$ 41,990
Renew - Coaching Authorization	\$ 15,215	\$ 18,445	\$ 13,260	\$ 11,305	\$ 12,580	\$ 9,950	\$ 8,840	\$ 10,710	\$ 11,645	\$ 10,370	\$ 10,965	\$ 9,435	\$ 138,720
Renew - IJAG Authorization			\$ 85										\$ 85
Renew - Initial Admin	\$ 1,020	\$ 340	\$ 255	\$ 170	\$ 170	\$ 170	\$ 255	\$ 850	\$ 765	\$ 680	\$ 850	\$ 1,615	\$ 7,140
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	\$ 3,995	\$ 4,930	\$ 35,190
Renew - Para Certification	\$ 2,280	\$ 1,640	\$ 640	\$ 840	\$ 320	\$ 640	\$ 960	\$ 800	\$ 640	\$ 680	\$ 840	\$ 1,160	\$ 11,440
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		\$ 170	\$ 1,190
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	\$ 54,400	\$ 55,605	\$ 540,665
Renew - Statement of Professional Recognition	\$ 595	\$ 1,445	\$ 595	\$ 680	\$ 680	\$ 680	\$ 1,785	\$ 1,190	\$ 1,105	\$ 1,445	\$ 1,530	\$ 935	\$ 12,665
Renew - Substitute Authorization	\$ 765	\$ 1,275	\$ 1,275	\$ 1,360	\$ 595	\$ 595	\$ 255	\$ 255	\$ 340	\$ 340	\$ 170	\$ 170	\$ 7,395
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	\$ 2,210	\$ 3,145	\$ 46,240
Transcript Analysis Fee	\$ 9,300	\$ 11,160	\$ 3,780	\$ 3,540	\$ 3,420	\$ 3,960	\$ 7,200	\$ 6,720	\$ 6,840	\$ 8,940	\$ 11,220	\$ 13,020	\$ 89,100
Other Printed Copy of License	\$ 270	\$ 255	\$ 240	\$ 30	\$ 105	\$ 180	\$ 330	\$ 285	\$ 285	\$ 135	\$ 135	\$ 270	\$ 2,520
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	\$ 100	\$ 275	\$ 15,650
Late Fee (No License)		\$ 100	\$ 300	\$ 100			\$ 200		\$ 100		\$ 100		\$ 900
Military Discount													\$ -
Convenience Fee	\$ 7,816	\$ 9,897	\$ 5,376	\$ 5,142	\$ 5,695	\$ 5,657	\$ 6,861	\$ 5,052	\$ 5,085	\$ 5,148	\$ 8,172	\$ 9,009	\$ 78,810
Background Renewal	\$ 14,290	\$ 15,580	\$ 9,490	\$ 8,820	\$ 8,210	\$ 7,970	\$ 11,700	\$ 8,470	\$ 8,760	\$ 10,510	\$ 16,180	\$ 18,400	\$ 138,380
Background	\$ 29,475	\$ 36,300	\$ 25,275	\$ 29,850	\$ 43,575	\$ 36,000	\$ 36,525	\$ 29,175	\$ 29,250	\$ 17,100	\$ 25,425	\$ 28,575	\$ 366,525
Grand Total	\$ 267,851	\$ 330,597	\$ 186,026	\$ 183,690	\$ 209,995	\$ 201,135	\$ 239,409	\$ 180,522	\$ 180,785	\$ 173,558	\$ 268,967	\$ 303,374	\$ 2,725,909
Background Total	\$ 43,765	\$ 51,880	\$ 34,765	\$ 38,670	\$ 51,785	\$ 43,970	\$ 48,225	\$ 37,645	\$ 38,010	\$ 27,610	\$ 41,605	\$ 46,975	\$ 504,905
BoEE Total	\$ 162,203	\$ 201,615											

NOTICE MEMO

Date: August 5, 2020

To: Board Members

From: Mike Cavin, Interim Executive Director

RE: Amend IAC 282 Chapters 12 and 13

The proposed amendments remove the military exchange license issuance fee, which will reduce fees for military exchange license applicants and streamline accounting.

ITEM 1:

Amend subrule 282-12.1(272) as follows:

282—12.1 (272) Issuance of licenses, certificates, authorizations, and statements of professional recognition. All application and licensure fees are nonrefundable. The fee for the issuance of a license, certificate, statement of professional recognition, or authorization shall be \$85 unless otherwise specified below:

1. Class E emergency license shall be \$150.
2. Paraeducator certificate shall be \$40.
3. Behind-the-wheel authorization shall be \$40.
4. Military exchange license shall not require a fee for issuance.

ITEM 2:

Amend subrule 282—13.17(3)(272) as follows:

13.17(3) Military exchange license.

a. - e. No change.

f. Fees. ~~Fees for the background check, evaluation and license issued pursuant to 13.17(3) will be limited to the fee outlined in rule 282—12.1(272) for the issuance of a license.~~

NOTICE MEMO

Date: August 5, 2020

To: Board Members

From: Mike Cavin, Interim Executive Director

RE: Amend IAC 282 Chapters 13, 22, 24

The proposed amendments will add substitute authority to holders of the career and technical authorization, professional service license, and native language teaching authorization, remove the day limit for substitute authorization holders, change the degree requirement from a bachelor's degree to an associate's degree or 60 semester hours, allow for reciprocity, and add a substitute authorization as an area of concentration for paraeducators.

ITEM 1:

Amend subrule 282-13.16 as follows:

282—13.16 (272) Specific requirements for a substitute teacher's license.

13.16(1) - (2) No change.

13.16(3) *Authorization*. The holder of a substitute license is authorized to substitute teach in any school system in any position in which a regularly licensed teacher is employed except in the driver's education classroom. In addition to the authority inherent in the initial, standard, master educator, professional administrator, regional exchange, full career and technical authorization, full native language teaching authorization, professional service license, and permanent professional licenses and the endorsement(s) held, the holder of one of these regular licenses may substitute on the same basis as the holder of a substitute license while the regular license is in effect. The executive director may grant permission for a substitute to serve outside of a substitute's regular authority under unique circumstances.

ITEM 2:

Amend subrule 282-22.2 as follows:

282—22.2(272) Substitute authorization. A substitute authorization allows an individual to substitute in grades PK-12 ~~for no more than 5 consecutive days and no more than 10 days in a 30-day period in one job assignment~~ for a regularly assigned teacher who is absent, except in the driver's education classroom. ~~A school district administrator may file a written request with the board for an extension of the 10-day limit in one job assignment on the basis of documented need and benefit to the instructional program. The licensure committee will review the request and provide a written decision either approving or denying the request. An individual who holds a paraeducator certificate without a bachelor's degree and completes the substitute authorization program is authorized to substitute only in the special education classroom in which the individual paraeducator is employed. For these individuals, the authorization will appear on the paraeducator certificate and will not include separate renewal requirements.~~

22.2(1) Application process. Any person interested in the substitute authorization shall submit records of credit to the board of educational examiners for an evaluation in terms of the required courses or contact hours. Application materials are available from the office of the board of educational examiners, online at www.boee.iowa.gov or from institutions or agencies offering approved courses or contact hours.

a. Requirements. Applicants for the substitute authorization shall meet the following requirements:

(1) Authorization program. Applicants must complete a board of educational examiners-approved substitute authorization program consisting of the following components and totaling a minimum of 15 clock hours:

1. Classroom management. This component includes an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation.

2. Strategies for learning. This component includes understanding and using a variety of learning strategies to encourage students' development of critical thinking, problem solving, and performance skills.

3. Diversity. This component includes understanding how students differ in their approaches to learning and creating learning opportunities that are equitable and are adaptable to diverse learners.

4. Ethics. This component includes fostering relationships with parents, school colleagues, and organizations in the larger community to support students' learning and development and to be aware of the board's rules of professional practice and competent performance.

5. An applicant under this section shall be granted a substitute authorization and will not be subject to the authorization program coursework if the following additional requirements have been met:

a. Verification of Iowa residency, or, for military spouses, verification of a permanent change of military installation.

b. Valid or expired substitute authorization in good standing from another state without pending disciplinary action, valid for a minimum of one year, exclusive of a temporary, emergency license or certificate.

(2) Degree or certificate. Applicants must have achieved ~~at least one of the following:~~ a minimum of an associate's degree or 60 semester hours of college coursework from a regionally-accredited institution.

~~1. Hold a baccalaureate degree or higher from a regionally accredited institution.~~

~~2. Completed an approved paraeducator certification program and hold a paraeducator certificate.~~

(3) - (4) No change.

22.2(2)-22.2(3) No change.

22.2(4) *Preservice substitute authorization.* Rescind and reserve.

ITEM 3:

Amend subrule 282-24.4 as follows:

282—24.4(272) Paraeducator area of concentration. An area of concentration is not required but optional. Applicants must currently hold or have previously held an Iowa paraeducator generalist certificate. Applicants may complete one or more areas of concentration but must complete at least 45 clock hours in each area of concentration, with the exception of the substitute authorization.

24.4(1)-24.4(8) No change.

24.4(9) Paraeducator substitute authorization. An individual who holds a paraeducator certificate and completes the substitute authorization requirements set forth in 282-22.2 but who does not meet the degree requirement in 282—22.2(1)a(2) is authorized to substitute only in the special education classroom in which the individual paraeducator is employed.

DISCUSSION MEMO

Date: August 5, 2020

To: Board Members

From: Mike Cavin, Interim Executive Director

RE: Amend IAC 282 Chapters 13, 18, 22, 27

2020 Iowa Acts, House File 2627, directs the board of educational examiners to update language regarding the denial of licensure and to grant licensure to out of state applicants under certain conditions. [HF2627](#)

ITEM 1:

Amend subrule 13.5 as follows:

282—13.5(272) Teacher licenses.

13.5(1) No change.

13.5(2) *Applicants from non-Iowa institutions.*

a.-e. No change.

f. An applicant under this section or 13.5(3) shall be granted an Iowa teaching license and will not be subject to additional assessments or coursework deficiencies if the following additional requirements have been met:

1. Verification of Iowa residency, or, for military spouses, verification of a permanent change of military installation.

2. Valid or expired regular teaching certificate or license in good standing from another state without pending disciplinary action, valid for a minimum of one year, exclusive of a temporary, emergency or substitute license or certificate. Endorsements shall be granted based on comparable Iowa endorsements, and endorsement requirements may be waived in order to grant the most comparable endorsement.

3. Passing test scores for the required assessments for the state where the teaching license was issued.

13.5(3) *Applicants from foreign institutions.* An applicant for initial licensure whose preparation was completed in a foreign institution must additionally 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 pursuant to 13.5(2)b(2).~~

ITEM 2:

Rescind and reserve subrule 282—13.15(272).

ITEM 3:

Amend subrule 13.16 as follows:

282—13.16 (272) Specific requirements for a substitute teacher's license.

13.16(1) *Substitute teacher requirements.* ~~A substitute teacher's license may be issued to an individual who provides verification of successfully passing the Iowa mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the teacher preparation program was completed on or after January 1, 2013, and who:~~

~~a.~~ Has completed a ~~traditional~~ teacher preparation program and been the holder of, or presently holds, or is eligible to hold, a license in Iowa; ~~or~~

~~b.~~ Holds a valid or expired teaching certificate based on a nontraditional teacher preparation program, is able to verify three years of teaching experience, and provides passing scores on tests mandated by the state that issued the certificate. The license issued will contain a disclaimer stating that the holder of this license may not be eligible for full Iowa teaching licensure.

13.16(2) - 13.16(3) No change.

ITEM 4:

Amend subrule 18.6 as follows:

282—18.6(272) Specific requirements for an administrator prepared out of state. An applicant seeking Iowa licensure who completes an administrator preparation program from a recognized non-Iowa institution shall verify the requirements of rules 282—18.1(272) and 282—18.4(272) through traditional course-based preparation program and transcript review. A recognized non-Iowa administrator preparation institution is one that is state-approved and is accredited by the regional accrediting agency for the territory in which the institution is located. Applicants must hold and submit a copy of a valid or expired regular administrator certificate or license in ~~the~~ another state in which the preparation was completed, exclusive of a temporary, emergency or substitute license or certificate.

18.6(1) No change.

18.6(2) No change.

18.6(3) *License without deficiencies.* An applicant under this section shall be granted an Iowa administrator license and will not be subject to coursework deficiencies if the following additional requirements have been met:

1. Verification of Iowa residency, or, for military spouses, verification of a permanent change of military installation.

2. Valid or expired administrator certificate or license in good standing without pending disciplinary action from another state, valid for a minimum of one year, exclusive of a temporary, emergency or substitute license or certificate. Endorsements shall be granted based on comparable Iowa endorsements, and endorsement requirements may be waived in order to grant the most comparable endorsement.

ITEM 5:

Amend subrule 22.1 as follows:

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

22.1(1) No change.

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

a. - c No change.

d. Applicants who hold a coaching license, certificate, or authorization from at least one other issuing jurisdiction in another state will not be subject to additional coursework if the following requirements have been met:

1. Verification of Iowa residency in the state of Iowa, or, for military spouses, verification of a permanent change of military installation.

2. Valid or expired equivalent license in good standing from another state without pending disciplinary action, valid for a minimum of one year, exclusive of a temporary, emergency or substitute license or certificate.

ITEM 6:

Adopt the following new subrules:

27.2(4) Professional Service Exchange License.

a. For an applicant applying under 27.1, a two-year nonrenewable exchange license may be issued to the applicant if the applicant has met at least 75% of the minimum coursework requirements for licensure but has some coursework deficiencies. At any time during the term of the exchange license, the applicant may apply to be fully licensed if the applicant has completed all requirements and is eligible for full licensure.

b. An applicant under this section shall be granted an Iowa professional service license and will not be subject to coursework deficiencies if the following additional requirements have been met:

1. Verification of Iowa residency, or, for military spouses, verification of a permanent change of military installation.

2. Valid or expired equivalent license in good standing from another state without pending disciplinary action, valid for a minimum of one year, exclusive of a temporary, emergency or substitute license or certificate. Endorsements shall be granted based on comparable Iowa endorsements, and endorsement requirements may be waived in order to grant the most comparable endorsement.

27.2(5) Class G license. A nonrenewable Class G license valid for one year may be issued to an individual who must complete a school counseling practicum or internship in an approved program in preparation for the professional school counselor endorsement. The Class G license may be issued under the following limited conditions: 1. Verification of a baccalaureate degree from a regionally accredited institution. 2. Verification from the institution that the individual is admitted and enrolled in a school counseling program. 3. Verification that the individual has completed the coursework and competencies required prior to the practicum or internship. 4. Written documentation of the requirements listed in “1” to “3” above, provided by the official at the institution where the individual is completing the approved school counseling program and forwarded to the Iowa board of educational examiners with the application form for licensure.

DISCUSSION MEMO

Date: August 5, 2020

To: Board Members

From: Mike Cavin, Interim Executive Director

RE: Amend IAC 282 Chapter 22

2020 Iowa Acts, House File 2454, updated the qualifications for community college career and technical instructors. The proposed rule changes below would update the same qualifications for high school career and technical instructors in order to provide consistency. [HF 2454](#)

ITEM 1.

Amend subrule 22.9 as follows:

282—22.9(272) Requirements for the career and technical secondary authorization.

22.9(1) to 22.9(2). No change.

22.9(3) *Specific requirements for the initial career and technical secondary authorization.*

a. - b. No change.

c. ~~An applicant for this authorization must have completed 6,000 hours of recent and relevant career and technical experience in the teaching endorsement area sought. If the candidate also holds a bachelor's degree, the experience requirement is 4,000 hours.~~ Applicants shall meet one of the following qualifications:

1. 6,000 hours of recent and relevant experience;
2. 4,000 hours of recent and relevant experience if the applicant holds a baccalaureate degree;
3. 3,000 hours of recent and relevant experience if the applicant holds an associate's degree in the teaching endorsement area sought, if such a degree is considered terminal for that field of instruction;
4. Hold a baccalaureate or graduate degree or closely related degree in the teaching endorsement area sought;
5. Hold a baccalaureate degree in any area of study if at least 18 of the credit hours were completed in the teaching endorsement area sought.

~~This~~ Recent and relevant experience shall have been accrued within the ten years prior to the date of application. Experience that does not meet these criteria may be considered at the discretion of the executive director. In subjects for which state registration, certification or licensure is required, the applicant must hold the appropriate license, registration or certificate before the initial career and technical secondary authorization or the career and technical secondary authorization will be issued.

d. - e. No change.

22.9(4)-(8) No change.

DISCUSSION MEMO

Date: August 5, 2020

To: Board Members

From: Mike Cavin, Interim Executive Director

RE: Amend IAC 282 Chapter 25

2020 Iowa Acts, Senate File 2360, directs the board of educational examiners to update language regarding unethical practice under certain conditions. [SF 2360](#)

Amend subrule 25.3(6) as follows:

25.3(6) Standard VI—unethical practice toward other members of the profession, parents, students, and the community. Violation of this standard includes:

a. - *r.* No change.

s. Failure of an administrator to protect the safety of staff and students,

t. Failure of an administrator to meet mandatory reporter obligations

u. Refusal of a practitioner to implement provisions of an individualized education program or behavioral intervention plan

v. Habitual nonparticipation in professional development by the practitioner.

DISCUSSION MEMO

Date: August 5, 2020

To: Board Members

From: Mike Cavin, Interim Executive Director

RE: Amend IAC 282 Chapters 1, 2, 3, 4, 5, 6, 11

The proposed amendments update our address in various chapters and update language regarding waivers pursuant to 2020 Iowa Acts, House File 2389. [HF 2389](#)

ITEM 1:

Amend subrule 1.2 as follows:

282—1.2(272,17A) Organization and method of operation.

1.2(1)-(4) No change.

1.2(5) *Conduct of business.* The ordinary business of the board is conducted at its regular meetings generally held at ~~the Grimes State Office Building, Des Moines, Iowa~~ 701 E. Court Ave., Suite A, Des Moines, IA 50309.

a. - i. No change.

j. Information, submissions or requests. General inquiries regarding the board, requests for forms and other documents and all other requests and submissions may be addressed to the Executive Director, Board of Educational Examiners, ~~Grimes State Office Building, Des Moines, Iowa 50319-0147~~ 701 E. Court Ave., Suite A, Des Moines, IA 50309.

ITEM 2:

Amend Chapter 2 as follows:

CHAPTER 2

PETITIONS FOR RULE MAKING

The board of educational examiners hereby adopts the petitions for rule making segments of the Uniform Administrative Rules which are printed in the first volume of the Iowa Administrative Code, with the following amendments:

282—2.1 (17A) Petition for rule making. In lieu of the words “(designate office)”, insert “The Board of Educational Examiners, ~~Grimes State Office Building, third floor~~ 701 E. Court Ave., Suite A, Des Moines, IA 50309”. In lieu of the words “(AGENCY NAME)”, the heading on the petition form should read:

“BOARD OF EDUCATIONAL EXAMINERS”

282—2.3 (17A) Inquiries. Inquiries concerning the status of a petition for rule making may be made to the Executive Director of the Board of Educational Examiners, ~~Grimes State Office Building, Des Moines, Iowa 50319-0147~~ 701 E. Court Ave., Suite A, Des Moines, IA 50309.

These rules are intended to implement Iowa Code section 17A.7.

ITEM 3:

Amend Chapter 3 as follows:

CHAPTER 3

DECLARATORY ORDERS

[Prior to 5/16/90, see Professional Teaching Practices Commission[287] Ch 1]

The board of educational examiners hereby adopts the declaratory orders segment of the Uniform Rules on Agency Procedure printed in the first volume of the Iowa Administrative Code, with the following amendments:

282—3.1(17A) Petition for declaratory order. Throughout the rule, in lieu of the words “(designate agency)”, insert “the Board of Educational Examiners, ~~Grimes State Office Building~~ 701 E. Court Ave., Suite A, Des Moines, IA 50309”. In lieu of the words “(AGENCY NAME)”, in the heading on the petition insert “BEFORE THE BOARD OF EDUCATIONAL EXAMINERS”.

282—3.2(17A) No change.

282—3.3(17A) No change.

282—3.5(17A) Inquiries. In lieu of the words “(designate official by full title and address)”, insert “Executive Director, Board of Educational Examiners, ~~Grimes State Office Building, third floor~~ 701 E. Court Ave., Suite A, Des Moines, IA 50309”.

These rules are intended to implement Iowa Code section 17A.9.

ITEM 4:

Amend Chapter 4 as follows:

CHAPTER 4

AGENCY PROCEDURE FOR RULE MAKING

The board of educational examiners hereby adopts the agency procedure for rule making segment of the Uniform Rules on Agency Procedure printed in the first volume of the Iowa Administrative Code, with the following amendments:

282—4.3 - 4.4 (17A) No change.

282—4.5(17A) Public participation.

4.5(1) Written comments. In lieu of the words “(identify office and address)”, insert “Executive Director, Board of Educational Examiners, ~~Grimes State Office Building~~, 701 E. Court Ave., Suite A, Des Moines, IA 50309”.

4.5(5) Accessibility. In lieu of the words “(designate office and phone number)”, insert “the executive director at (515)281-5849”.

282—4.6(17A) Regulatory analysis.

4.6(2) Mailing list. In lieu of the words “(designate office)”, insert “Board of Educational Examiners, ~~Grimes State Office Building~~, 701 E. Court Ave., Suite A, Des Moines, IA 50309”.

282—4.11(17A) Concise statement of reasons.

4.11(1) General. In lieu of the words “(specify the office and address)”, insert “Board of Educational Examiners, ~~Grimes State Office Building~~, 701 E. Court Ave., Suite A, Des Moines, IA 50309”.

282—4.13(17A) No change.

ITEM 5:

Amend subrule 5.3 as follows:

282—5.3 (22,272) Request for access to records.

5.3(1) Location of record. In lieu of the words “(insert agency head)”, insert “office where the record is kept”. In lieu of the words “(insert agency name and address)”, insert “Board of Educational Examiners, ~~Grimes State Office Building~~, 701 E. Court Ave., Suite A, Des Moines, IA 50309”.

5.3(2) No change.

5.3(7) No change.

ITEM 6:

Amend Chapter 6 as follows:

CHAPTER 6

WAIVERS ~~OR VARIANCES~~ FROM ADMINISTRATIVE RULES

282—6.1(17A) Definition. For purposes of this chapter, a “waiver ~~or variance~~” means action by the board which suspends in whole or in part the requirements or provisions of a rule as applied to an identified person on the basis of the particular circumstances of that person. For simplicity, the term “waiver” shall include both a “waiver” ~~and a “variance.”~~

282—6.2(17A)- 282—6.3(17A) No change.

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.

282—6.5(17A) - 282—6.11(17A) No change.

282—6.12(17A) Summary reports. Submission of waiver information. ~~Semiannually, the board shall prepare a summary report~~ The board shall submit information about granted waivers to the internet site pursuant to Iowa Code Section 17A.9A within sixty days. The internet site shall identify ~~identifying~~ the rules for which a waiver has been granted or denied, the number of times a waiver was granted or denied for each rule, a citation to the statutory provisions implemented by the rules, and a general summary of the reasons justifying the board’s actions on waiver requests. If practicable, the report shall detail the extent to which the granting of a waiver has affected the general applicability of the rule itself. ~~Copies of this report shall be available for public inspection and shall be provided semiannually to the administrative rules coordinator and the administrative rules review committee.~~

282—6.13(17A) - 282—6.16(17A) No change.

ITEM 7:

Amend subrule 11.4 as follows:

282—11.4(17A,272) Complaint.

11.4(1) - (2) No change.

11.4(3) *Required copies—place and time of filing the complaint.*

a. A copy of the complaint must be filed with the board.

b. The complaint must be delivered personally or by mail to the office of the board. The current office address is ~~the Grimes State Office Building, Third Floor, Des Moines, Iowa 50319-0147~~ 701 E. Court Ave., Suite A, Des Moines, IA 50309.

c. Timely filing is required in order to ensure the availability of witnesses and to avoid initiation of an investigation under conditions which may have been significantly altered during the period of delay. The conduct upon which it is based must have occurred or been discovered by the complainant within three years of filing of the complaint unless good cause is shown for an extension of this limitation.

11.4(4) - 11.4(9) No change.

ITEM 8:

Amend subrule 11.14 as follows:

282—11.14(17A,272) Service and filing of pleadings and other papers.

11.14(1) - (2) No change.

11.14(3) *Filing—when required.* After the notice of hearing, all documents in a contested case proceeding shall be filed with the Board of Educational Examiners, ~~Grimes State Office Building, Des Moines, Iowa 50319-0147~~ 701 E. Court Ave., Suite A, Des Moines, IA 50309. All documents that are required to be served upon a party shall be filed simultaneously with the board.

11.14(4) - (5) No change.

DISCUSSION MEMO

Date: August 5, 2020

To: Board Members

From: Mike Cavin, Interim Executive Director

RE: Amend IAC 282 Chapters 13, Chapter 15, Chapter 18, Chapter 22, Chapter 23

The proposed amendments update teacher endorsement areas, move the orientation and mobility specialist to the authorizations chapter, update the administrator endorsements to align with national standards, and update the behind the wheel authorization to remove redundant requirements already listed within the Iowa Department of Transportation chapters.

ITEM 1:

Amend subrule 13.28 as follows:

282—13.28(272) Minimum content requirements for teaching endorsements.

13.28(1) - (6) No change.

13.28(7) ~~Foreign~~ World language. K-8 and 5-12. Completion of 24 semester hours in each ~~foreign~~ world language for which endorsement is sought.

13.28(8) - (17) No change.

13.28(18) *Social sciences*.

a.-k. No change.

l. Social Sciences – Basic. 5-12. Completion of 27 semester hours to include nine semester hours in each of American history, world history, and American government. Holders of the 5-12 Social Sciences - Basic may add the following endorsements with six semester hours per endorsement area: 5-12 economics, 5-12 geography, 5-12 psychology, or 5-12 sociology.

13.28(19) - (22) No change.

13.28(23) *School teacher librarian. PK-12.*

a. Authorization. The holder of this endorsement is authorized to serve as a teacher librarian

in prekindergarten through grade twelve. The applicant must be the holder of or eligible for the initial license.

~~—b. *Program requirements.* Degree—master's.~~

eb. *Content.* Completion of a sequence of courses and experiences which may have been part of, or in addition to, the degree requirements. This sequence is to be at least 30 semester hours in school library coursework, to include the following:

(1) to (4) No change.

13.28(24) No change.

13.28(25) *American Sign Language endorsement.*

a. Authorization. The holder of this endorsement is authorized to teach American Sign Language in kindergarten and grades one through twelve.

b. Content. Completion of 18 semester hours of coursework in American Sign Language to include the following:

(1) Second language acquisition.

(2) Sociology of the deaf community.

(3) Linguistic structure of American Sign Language.

(4) Language teaching methodology specific to American Sign Language.

(5) Teaching the culture of deaf people.

(6) Assessment of students in an American Sign Language program.

~~*c. Other.* Be the holder of or be eligible for one other teaching endorsement.~~

13.28(26) - (29) No change.

Rescind and reserve subrule **13.28(30)**.

13.28(31) - (35) No change.

ITEM 2:

Rescind and reserve subrule **282—15.7(272)**.

ITEM 3:

Amend 282—18(272) as follows:

282—18.1 - 18.4 (272) No change.

282—18.5 (272) Specific requirements for a professional administrator license. A professional administrator license valid for five years may be issued to an applicant who does all of the

following:

18.5(1) Completes the requirements in 18.4(2)“a” to “g.”.

18.5(2) Successfully meets each standard-listed below pursuant to 281—83.10(284A).

~~a. *Shared vision.* An educational leader promotes the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community. The administrator:~~

~~(1) In collaboration with others, uses appropriate data to establish rigorous, concrete goals in the context of student achievement and instructional programs.~~

~~(2) Uses research and best practices in improving the educational program.~~

~~(3) Articulates and promotes high expectations for teaching and learning.~~

~~(4) Aligns and implements the educational programs, plans, actions, and resources with the district’s vision and goals.~~

~~(5) Provides leadership for major initiatives and change efforts.~~

~~(6) Communicates effectively to various stakeholders regarding progress with school improvement plan goals.~~

~~b. *Culture of learning.* An educational leader promotes the success of all students by advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional development. The administrator:~~

~~(1) Provides leadership for assessing, developing and improving climate and culture.~~

~~(2) Systematically and fairly recognizes and celebrates accomplishments of staff and students.~~

~~(3) Provides leadership, encouragement, opportunities and structure for staff to continually design more effective teaching and learning experiences for all students.~~

~~(4) Monitors and evaluates the effectiveness of curriculum, instruction and assessment.~~

~~(5) Evaluates staff and provides ongoing coaching for improvement.~~

~~(6) Ensures that staff members have professional development that directly enhances their performance and improves student learning.~~

~~(7) Uses current research and theory about effective schools and leadership to develop and revise the administrator’s professional growth plan.~~

~~(8) Promotes collaboration with all stakeholders.~~

~~(9) Is easily accessible and approachable to all stakeholders.~~

~~(10) Is highly visible and engaged in the school community.~~

~~(11) Articulates the desired school culture and shows evidence about how it is reinforced.~~

~~c. *Management.* An educational leader promotes the success of all students by ensuring management of the organization, operations and resources for a safe, efficient and effective learning environment. The administrator:~~

~~(1) Complies with state and federal mandates and local board policies.~~

~~(2) Recruits, selects, inducts, and retains staff to support quality instruction.~~

~~(3) Addresses current and potential issues in a timely manner.~~

~~(4) Manages fiscal and physical resources responsibly, efficiently, and effectively.~~

~~(5) Protects instructional time by designing and managing operational procedures to maximize learning.~~

~~(6) Communicates effectively with both internal and external audiences about the operations of the school.~~

~~d. *Family and community.* An educational leader promotes the success of all students by collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources. The administrator:~~

~~(1) Engages family and community by promoting shared responsibility for student learning and support of the education system.~~

~~(2) Promotes and supports a structure for family and community involvement in the education system.~~

~~(3) Facilitates the connections of students and families to the health and social services that support a focus on learning.~~

18.5(3) No change.

282—18.6-18.8 No change.

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

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

a. No change.

b. *Program requirements.*

(1) Degree—master's.

(2) Content: Completion of a sequence of courses and experiences which may have been a part of, or in addition to, the degree requirements. Candidates who successfully complete a building-level educational leadership preparation program understand and demonstrate the capacity to promote the current and future success and well-being of each student and adult by applying the knowledge, skills, and commitments necessary to:

1. ~~Knowledge of early childhood, elementary, early adolescent and secondary level administration, supervision, and evaluation. Collaboratively lead, design, and implement a school mission, vision, and process for continuous improvement that reflects a core set of values and priorities that include data use, technology, equity, diversity, digital citizenship, and community (Mission, Vision, and Improvement).~~

2. ~~Knowledge and skill related to early childhood, elementary, early adolescent and secondary level curriculum development. Advocate for ethical decisions and cultivate and enact professional norms (Ethics and Professional Norms).~~

3. ~~Knowledge of child growth and development from birth through adolescence and developmentally appropriate strategies and practices of early childhood, elementary, and adolescence, to include an observation practicum. Develop and maintain a supportive, equitable, culturally responsive, and inclusive school culture (Equity, Inclusiveness, and Cultural Responsiveness) to include meeting the needs of all learners, as well as ensuring teachers meet the needs of diverse learners, including:~~

a. Students from diverse ethnic, racial and socioeconomic backgrounds.

b. Students with disabilities, including preparation in developing and implementing individualized education programs and behavioral intervention plans, preparation for educating individuals in the least restrictive environment and identifying that environment, and strategies that address difficult and violent student behavior and improve academic engagement and achievement.

c. Students who are struggling with literacy, including those with dyslexia.

d. Students who are gifted and talented.

e. English language learners.

f. Students who may be at risk of not succeeding in school. This preparation will include classroom management addressing high-risk behaviors including, but not limited to, behaviors related to substance abuse.

4. ~~Knowledge of family support systems, factors which place families at risk, child care issues, and home-school-community relationships and interactions designed to promote parent education, family involvement, and interagency collaboration.~~ Evaluate, develop, and implement coherent systems of curriculum, instruction, data systems, supports, and assessment (Learning and Instruction).

5. ~~Knowledge of school law and legislative and public policy issues affecting children and families.~~ Strengthen student learning, support school improvement, and advocate for the needs of their school and community (Community and External Leadership).

6. ~~Completion of evaluator training component.~~ Improve management, communication, technology, school-level governance, and operation systems to develop and improve data-informed and equitable school resource plans and to apply laws, policies, and regulations, including a dedicated course in current issues of special education administration (Operations and Management).

7. ~~Knowledge of current issues in special education administration.~~ Build the school's professional capacity, engage staff in the development of a collaborative professional culture, and improve systems of staff supervision, evaluation, support, and professional learning, including the completion of Iowa evaluator training (Building Professional Capacity).

8. ~~Planned field experiences in elementary and secondary school administration, including special education administration.~~ Successfully complete an internship under the supervision of knowledgeable, expert practitioners that engages candidates in multiple and diverse school settings and provides candidates with coherent, authentic, and sustained opportunities to synthesize and apply the knowledge and skills pursuant to this section in ways that approximate the full range of responsibilities required of building-level leaders and enable them to promote the current and future success and well-being of each student and adult in their school, including planned experiences in elementary and secondary administration with special education administration.

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

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

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

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

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

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

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

c. No change.

282—18.10 (272) Superintendent/AEA administrator.

18.10(1) No change.

18.10(2) *Program requirements.*

a. No change.

b. Content. Through completion of a sequence of courses and experiences which may have been part of, or in addition to, the degree requirements, ~~the administrator has knowledge and understanding of candidates who successfully complete a district-level educational leadership preparation program~~ understand and demonstrate the capacity to promote the current and future success and well-being of each student and adult by applying the knowledge, skills, and commitments necessary to:

(1) ~~Models, theories, and practices that provide the basis for leading educational systems toward improving student performance. Collaboratively lead, design, and implement a district mission, vision, and process for continuous improvement that reflects a core set of values and priorities that include data use, technology, values, equity, diversity, digital citizenship, and community (District Mission, Vision, and Improvement).~~

(2) ~~Federal, state and local fiscal policies related to education. Advocate for ethical decisions and cultivate professional norms and culture (Ethics and Professional Norms).~~

(3) ~~Human resources management, including recruitment, personnel assistance and development, evaluation and negotiations. Develop and maintain a supportive, equitable, culturally responsive, and inclusive district culture (Equity, Inclusiveness, and Cultural Responsiveness) to include meeting the needs of all learners, as well as ensuring teachers meet the needs of diverse learners, including:~~

a. Students from diverse ethnic, racial and socioeconomic backgrounds.

b. Students with disabilities, including preparation in developing and implementing individualized education programs and behavioral intervention plans, preparation for educating individuals in the least restrictive environment and identifying that environment, and strategies that address difficult and violent student behavior and improve academic engagement and achievement.

c. Students who are struggling with literacy, including those with dyslexia.

d. Students who are gifted and talented.

e. English language learners.

f. Students who may be at risk of not succeeding in school. This preparation will include classroom management addressing high-risk behaviors including, but not limited to, behaviors related to substance abuse.

(4) ~~Current legal issues in general and special education. Evaluate, design, cultivate, and implement coherent systems of curriculum, instruction, data systems, supports, assessment, and instructional leadership (Learning and Instruction).~~

~~(5) Noninstructional support services management including but not limited to transportation, nutrition and facilities. Understand and engage families, communities, and other constituents in the work of schools and the district and to advocate for district, student, and community needs (Community and External Leadership).~~

~~(6) Practicum in PK-12 school administration. In the coursework and the practicum, the administrator facilitates processes and engages in activities for:~~

~~1. Developing a shared vision of learning through articulation, implementation, and stewardship.~~

~~2. Advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.~~

~~3. Ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.~~

~~4. Collaborating with school staff, families, community members and boards of directors; responding to diverse community interests and needs; and mobilizing community resources.~~

~~5. Acting with integrity, fairness, and in an ethical manner.~~

~~6. Understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context. Develop, monitor, evaluate, and manage data-informed and equitable district systems for operations, resources, technology, and human capital management, including instructional and non-instructional district support services (Operations and Management).~~

~~(7) Cultivate relationships, lead collaborative decision making and governance, and represent and advocate for district needs in broader policy conversations (Policy, Governance, and Advocacy).~~

~~(8) Successfully complete an internship under the supervision of knowledgeable, expert practitioners that engages candidates in multiple and diverse district settings and provides candidates with coherent, authentic, and sustained opportunities to synthesize and apply the knowledge and skills identified in this section in ways that approximate the full range of responsibilities required of district-level leaders and enable them to promote the current and future success and well-being of each student and adult in their district.~~

18.10(3) No change.

282—18.11 (272) Director of special education of an area education agency.

18.11(1) No change.

18.11(2) *Program requirements.*

a. Degree—specialist or its equivalent master's degree. An applicant must hold a master's degree plus at least 32 semester hours of planned graduate study in administration or special education beyond the master's degree.

b. Endorsement. An applicant must hold or meet the requirements for one of the following:

- (1) PK-12 principal and PK-12 supervisor of special education (see rule 282—18.9(272));
- (2) Supervisor of special education—instructional (see rule 282—15.5(272));
- (3) Professional service administrator (see 282—subrule 27.3(5)); or
- (4) A letter of authorization for special education supervisor issued prior to October 1, 1988.

c. Content. An applicant must have completed a sequence of courses and experiences ~~of at least 24 additional semester hours, which may have been part of, or in addition to, the degree requirements~~ to include the following:

(1) ~~Knowledge of federal, state and local fiscal policies related to education. Understand and demonstrate the capacity to advocate for ethical decisions and cultivate professional norms and culture.~~

(2) ~~Knowledge of school plant/facility planning.~~

(3) ~~(2) Knowledge of human resources management, including recruitment, personnel assistance and development, evaluations and negotiations. Develop and maintain a safe, supportive, equitable, culturally responsive, and inclusive district culture.~~

(4) ~~(3) Knowledge of models, theories and philosophies that provide the basis for educational systems. Collaboratively lead, design, and implement a district mission, vision, and process for continuous improvement that reflects a core set of values and priorities that include data use, technology, values, equity, diversity, digital citizenship, and community.~~

(5) ~~(4) Knowledge of current issues in special education and special education administration.~~

(6) ~~(5) Knowledge of special education school law and legislative and public policy issues affecting children and families.~~

(7) ~~(6) Knowledge of the powers and duties of the director of special education of an area education agency as delineated in Iowa Code section 273.5.~~

(8) ~~(7) Practicum in administration and supervision of special education programs.~~

d. Experience. An applicant must meet the experience requirement set forth in 18.10(3).

e. —Competencies. ~~Through completion of a sequence of courses and experiences which may have been part of, or in addition to, the degree requirements, the director of special education accomplishes the following:~~

~~(1) Facilitates the development, articulation, implementation and stewardship of a vision of learning that is shared and supported by the school community.~~

~~(2) Advocates, nurtures and sustains a school culture and instructional program conducive to student learning and staff professional growth.~~

~~(3) Ensures management of the organization, operations and resources for a safe, efficient and effective learning environment.~~

~~(4) Collaborates with educational staff, families and community members; responds to diverse community interests and needs; and mobilizes community resources.~~

~~(5) Acts with integrity and fairness and in an ethical manner.~~

~~(6) Understands, responds to, and influences the larger political, social, economic, legal, and cultural context.~~

~~(7) Collaborates and assists in supporting integrated work of the entire agency.~~

18.11(3) No change.

282—18.12-18.15 (272) No change.

ITEM 4:

Adopt the following new subrule 282—22.12(272):

282—22.12(272) *Orientation and mobility authorization.*

282—22.12(1) *Authorization.* The holder of this authorization may teach pupils with a visual impairment (see Iowa Code section 256B.2), including those pupils who are deaf-blind.

22.12(2) *Initial orientation and mobility authorization.* The initial authorization is valid for three years. An applicant must:

(1) Hold a baccalaureate or master's degree from an approved state and regionally accredited program in orientation and mobility or equivalent coursework.

(2) Have completed an approved human relations component.

(3) Have completed the exceptional learner program, which must include preparation that contributes to the education of students with disabilities and students who are gifted and talented.

(4) Have completed a minimum of 21 semester credit hours in the following areas:

1. Medical aspects of blindness and visual impairment, including sensory motor.

2. Psychosocial aspects of blindness and visual impairment.

3. Child development.

4. Concept development.

5. History of orientation and mobility.

6. Foundations of orientation and mobility.

7. Orientation and mobility instructional methods and assessments.

8. Techniques of orientation and mobility.

9. Research or evidence-based practices in orientation and mobility.

10. Professional issues in orientation and mobility, including legal issues.

(5) Have completed at least 350 hours of fieldwork and training under the supervision of the university program.

(6) Have completed the background check requirements set forth in rule 282—13.1(272).

22.12(3) *Standard orientation and mobility license.* An applicant must:

(1) Complete the requirements set forth in paragraph 22.12(2).

(2) Verify successful completion of a three-year probationary period.

22.12(4) *Renewal of orientation and mobility license.* Renewal requirements for the career and technical secondary authorization. Applicants must meet the renewal requirements set forth in rule 282—20.3(272) and 282—subrule 20.5(2).

22.12(5) *Exception.* An orientation and mobility specialist is not eligible for any administrator license in either general education or special education.

ITEM 5:

Amend 282—23.1(272,321) as follows:

282—23.1(272,321) Requirements. Applicants for the behind-the-wheel driving instructor authorization shall meet the following requirements:

23.1(1) *Qualifications*. To qualify for the behind-the-wheel driving instructor authorization, the applicant must:

~~a. Be at least 25 years of age. Meet the requirements set forth by the Iowa Department of Transportation pursuant to 761-634.6(321).~~

~~b. Hold a valid driver's license that permits unaccompanied driving, other than a motorized bicycle license or a temporary restricted license.~~

~~c. Have a clear driving record for the previous two years. A clear driving record means that the individual has:~~

~~(1) Not been identified as a candidate for driver's license suspension under the habitual violator provisions of rule 761—615.13(321) or serious violation provisions of rule 761—615.17(321).~~

~~(2) No driver's license suspensions, revocations, denials, cancellations, disqualifications, or bars.~~

~~(3) Not committed an offense which results in driver's license suspension, revocation, denial, cancellation, disqualification, or bar.~~

~~(4) No record of an accident for which the individual was convicted of a moving traffic violation.~~

~~d. Complete the background check requirements set forth in rule 282—13.1(272).~~

~~23.1(2) *Approved coursework*. The applicant shall successfully complete a behind-the-wheel driving instructor course approved by the department of transportation. At a minimum, classroom instruction shall include at least 12 clock hours of observed behind the wheel instruction and 24 clock hours of classroom instruction to include psychology of the young driver, behind-the-wheel teaching techniques, ethical teaching practices, and route selection.~~

~~23.1(3)(2) *Classroom instruction*. To be eligible to provide classroom instruction, holders of the behind-the-wheel driving instructor authorization must additionally hold a valid or expired initial, standard, exchange, or master educator license with endorsement for driver education as set forth in 282—subrule 13.28(4).~~

282—23.2(272,321) Validity. No change.

282—23.3(272,321) Approval of courses. No change.

282—23.4(272,321) Application process. Any person interested in the behind-the-wheel driving instructor authorization shall submit records of completion of a department of transportation-approved program to the board of educational examiners for an evaluation of completion of coursework and all other requirements. ~~Application materials are available from the board of educational examiners or the department of transportation or from institutions or agencies offering department of transportation approved courses.~~

282—23.5(272,321) Renewal. All fees are nonrefundable. The behind-the-wheel driving instructor authorization may be renewed upon application and verification of successful completion of: the child and dependent adult abuse trainings pursuant to 282—subrule 20.3(4).

~~23.5(1) Providing behind the wheel instruction for a minimum of 12 clock hours during the previous school year; and~~

~~————23.5(2) Successful participation in at least one department of transportation sponsored or department of transportation approved behind the wheel instructor refresher course; and~~

~~————23.5(3) Child and dependent adult abuse trainings pursuant to 282—subrule 20.3(4).~~

282—23.6(272,321) Revocation and suspension. No change.