

STATE OF IOWA
BOARD OF EDUCATIONAL EXAMINERS

Grimes State Office Building – 400 E.14th St.
Second Floor State Board Room
Des Moines, IA 50319-0147

2018-2019 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 address Special Education requirements.
- Goal 3: The Board will review secondary endorsement criteria in response to shortages.

AGENDA

TIMES ARE APPROXIMATE

November 9, 2018

(amended 11.05.18)

9:00 a.m.

Call Meeting to Order

Approve the Agenda

[Tab A](#)

Consent Agenda

- a. Minutes from October 5, 2018 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 October 5, 2018
- c. Reinstatement(s)
1. Case No. 16-119 Jay Petersen

Communication from the Public

Board Communications

- a. Board Member Reports
- b. Executive Director's Report
1. Agency Update
2. Licensing System Update
3. Financial Update
4. NASDTEC PPI (Portland, ME)
5. Legislative Reception - January 17, 2019

[Tab C](#)

11:00 a.m.

Stakeholder Presentation - Report Regarding Special Education Requirements (Board Goal 2) - Mary Stevens

- 12:00 p.m. **Lunch for Board Members**
- 12:30 p.m. **Rules [Iowa Administrative Code – Chapter 282 (272)]**
- a. *Adopt*
 - 1. None
 - b. *ARRC Review Pending*
 - 1. None
 - c. *Notice*
 - 1. IAC 282 Chapter 25.3(5) - Standard V - violations of contractual obligations
 - d. *Items for Discussion*
 - 1. None
- Waivers**
- 1. PFW 18-04 John Rice
- Reports/Approvals**
- 1. None
- 2:00 p.m. **Adjournment**

[Tab D](#)

[Tab E](#)

UPCOMING MEETINGS:

Wednesday, December 12, 2018, 4:00 p.m. - Telephonic, if needed

Thursday, January 17, 2019

- Legislative Reception (Capitol 1st Floor Rotunda), 7:30-9:00 a.m.
- Board Meeting (Grimes Building, State Board Room), 9:30 a.m.

1 Prescott – yes; Schmidt – yes; Schoening – yes; Voss – yes; Yedlik – yes. **MOTION**
2 **CARRIED UNANIMOUSLY.**

3

4 Tony Voss moved, with a second by Sara Yedlik, that in **case number 18-98**, the
5 Board find probable cause to establish a violation of the following provisions of the
6 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(3)(c), and order this case
7 set for hearing. **MOTION CARRIED UNANIMOUSLY.**

8

9 Sara Yedlik moved, with a second by Katherine Schmidt, that in **case number 18-99**,
10 the Board find that, although one or more of the allegations in the complaint may be
11 substantiated by the witnesses interviewed in the course of the investigation [and/or]
12 the documents gathered in the course of the investigation, and the allegations may
13 constitute a technical violation of the board’s statute or administrative rules; the
14 evidence before the board indicates that the alleged violation was an isolated incident,
15 and adequate steps have been taken to remedy the violation and to ensure that
16 incidents of a similar nature do not occur in the future. The Board will not pursue
17 formal disciplinary action in this matter. **MOTION CARRIED UNANIMOUSLY.**

18

19 Tony Voss moved, with a second by Sara Yedlik, that in **case number 18-115**, the
20 Board find probable cause to establish a violation of the following provisions of the
21 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(3)(b) and (e) and
22 25.3(6)(m), and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

23

24 Sara Yedlik moved, with a second by Katherine Schmidt, that in **case number 18-**
25 **123**, the Board find probable cause to establish a violation of the following provisions
26 of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(5)(a)(3), and order
27 this case set for hearing. **MOTION CARRIED UNANIMOUSLY.** (Ann Lebo left the
28 room during the discussion of this case in closed session.)

29

30 Tony Voss moved, with a second by Sara Yedlik, that in **case number 18-20**, 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(5)(a)(4), and 25.3(6)(l)

1 and (m), and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**
2 (Ann Lebo left the room during the discussion of this case in closed session.)

3

4 Sara Yedlik moved, with a second by Katherine Schmidt, that in **case number 18-66**,
5 the Board find that the evidence gathered in the investigation, including witness
6 statements and the documentary evidence, does not substantiate the allegations in the
7 complaint, and that the Board therefore lacks probable cause to proceed with this
8 matter. Roll call vote: Behrens – no; Bice – no; Hill – no; Overholtzer – recused;
9 Prescott – yes; Schmidt – yes; Schoening – yes; Voss – no; Yedlik – yes. **MOTION DID**
10 **NOT CARRY.** Sara Yedlik moved, with a second by Katherine Schmidt, that the board
11 table the case until the November meeting. **MOTION CARRIED UNANIMOUSLY.**

12

13 Katherine Schmidt moved, with a second by Sara Yedlik, that in **case number 18-95**,
14 the Board find probable cause to establish a violation of the following provisions of the
15 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)(e)(4), and order this
16 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

17

18 Tony Voss moved, with a second by Sara Yedlik, that in **case number 18-96**, the
19 Board find probable cause to establish a violation of the following provisions of the
20 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)(c) and 25.3(6)(c) and
21 (d), and order this case set for hearing. Roll call vote: Behrens – yes; Bice – yes; Hill –
22 yes; Overholtzer – no; Prescott – yes; Schmidt – yes; Schoening – yes; Voss – yes;
23 Yedlik – yes. **MOTION CARRIED.**

24

25 Sara Yedlik moved, with a second by Katherine Schmidt, that in **case number 18-97**,
26 the Board find probable cause to establish a violation of the following provisions of the
27 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(2)(b), and order this case
28 set for hearing. **MOTION CARRIED UNANIMOUSLY.**

29

30 Tony Voss moved, with a second by Sara Yedlik, that in **case number 18-104**, 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 rule 25.3(1)(e)(7), and order this
33 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

1 Katherine Schmidt moved, with a second by Tony Voss, that in **case number 18-114**,
2 the Board find probable cause to establish a violation of the following provisions of the
3 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)(e)(4), and order this
4 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

5
6 Katherine Schmidt moved, with a second by Sara Yedlik, that in **case number 18-**
7 **122**, the Board find probable cause to establish a violation of the following provisions
8 of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)(e)(7), and order
9 this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

10
11 Katherine Schmidt moved, with a second by Sara Yedlik, that in **case number 18-93**,
12 the Board find probable cause to establish a violation of the following provisions of the
13 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)(a) and 25.3(4)(e), and
14 order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

15
16 Sara Yedlik moved, with a second by Katherine Schmidt, that in **case number 18-**
17 **126**, the Board find that the evidence gathered in the investigation, including witness
18 statements and the documentary evidence, does not substantiate the allegations in the
19 complaint, and that the Board therefore lacks probable cause to proceed with this
20 matter. **MOTION CARRIED UNANIMOUSLY.**

21
22 Tony Voss moved, with a second by Sara Yedlik, that the Board not initiate review of
23 the proposed decision in **case number 17-142, In the Matter of Michael Gelsinger**,
24 and allow the proposed decision to become the final decision of the Board unless an
25 appeal is taken by one of the parties within the time allowed by rule. **MOTION**
26 **CARRIED UNANIMOUSLY.** (Allison Schmidt and Darcy Hathaway left the room
27 during the discussion of this case in closed session.)

28
29 Sara Yedlik moved, with a second by Tony Voss, that the Board accept the
30 respondent's waiver of hearing and voluntary surrender in **case number 17-78**, and
31 that the Board issue an order permanently revoking the license with no possibility of
32 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

1 Katherine Schmidt moved, with a second by Tony Voss, that the Board accept the
2 respondent's waiver of hearing and voluntary surrender in **case number 17-77**, and
3 that the Board issue an order permanently revoking the license with no possibility of
4 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

5
6 Tony Voss moved, with a second by Sara Yedlik, that the Board extend the 180-day
7 deadline for issuance of the final decision in **case number 18-76**, based upon the
8 amount of time needed to complete the investigation due to pending criminal charges.
9 **MOTION CARRIED UNANIMOUSLY.**

10
11 Sara Yedlik moved, with a second by Tony Voss, that the Board extend the 180-day
12 deadline for issuance of the final decision in **case number 18-77**, based upon the
13 amount of time needed to complete the investigation due to a state audit. **MOTION**
14 **CARRIED UNANIMOUSLY.**

15
16 Tony Voss moved, with a second by Sara Yedlik, that the Board extend the 180-day
17 deadline for issuance of the final decision in **case number 18-84**, based upon the
18 amount of time needed to complete the investigation due to pending criminal charges.
19 **MOTION CARRIED UNANIMOUSLY.**

20
21 Katherine Schmidt moved, with a second by Sara Yedlik, that the Board approve the
22 amended closed session minutes for August 3, 2018. Roll call vote: Behrens – yes;
23 Bice – yes; Hill – yes; Overholtzer – abstain; Prescott – yes; Schmidt – yes; Schoening –
24 yes; Voss – yes; Yedlik – yes. **MOTION CARRIED.**

25
26 Katherine Schmidt moved, with a second by Sara Yedlik, that the Board approve the
27 closed session minutes for the August 22, 2018 special telephonic meeting. **MOTION**
28 **CARRIED UNANIMOUSLY.**

29
30 The following case was discussed in open session:

31 Request for reinstatement – Peter Foxhoven received a reprimand and minimum 18-
32 month suspension after a complaint alleging he solicited or encouraged an
33 inappropriate relationship with a student. He was ordered to complete an ethics

1 course and a mental health evaluation. He has submitted a transcript for the ethics
2 course and documentation regarding his mental health evaluation. Sara Yedlik
3 moved, with a second by Katherine Schmidt, in **case number 15-164**, that the Board
4 grant the Respondent's request for reinstatement and issue an order stating the basis
5 for the suspension no longer exists and it will be in the public interest for the license
6 to be reinstated. Roll call vote: Behrens – yes; Bice – yes; Hill – yes; Overholtzer – yes;
7 Prescott – yes; Schmidt – yes; Schoening – yes; Voss – no; Yedlik – yes. **MOTION**

8 **CARRIED**

9
10 Communication from the Public

11 None.

12
13 Board Member Reports

14 Dr. Lebo was asked by the Department of Education to attend the Council of Chief
15 State School Officers (CCSSO) as their Chief Talent Officer in Columbus, Ohio. This
16 meeting discussed teachers and shortages and how do we manage the talent that
17 schools bring in.

18
19 Executive Director's Report – Dr. Lebo

20 Agency Update: Financially, it has been beneficial to become an independent agency.
21 We now contract services directly through DAS and are able to make adjustments in
22 our services based on our requests. Our daily functionality is more efficient and
23 simplified. We are continuing to look at our office space and possible relocation based
24 on our needs for more confidentiality and security.

25
26 Licensing System Update: We are moving forward with a new licensing system. We
27 have started to have meetings for building the system. We are now receiving weekly
28 progress reports along with a timeline of the work completed and related charges. The
29 targeted completion date is February, 2019.

30
31 Financial Update: Dr. Lebo reviewed the financial report.

1 Stakeholder Presentation: Alan Beste, Executive Director, Iowa High School Athletic
2 Association (IHSAA) and Jean Berger, Executive Director, Iowa Girls High School
3 Athletic Union (IGHSAU). They updated the Board on the current state of the
4 coaching field in Iowa. There was also dialogue with them about possible
5 opportunities for collaboration between our organizations in the area of ethics.

6
7 Rules

8 Adopt:

9 None.

10
11 ARRC Review Pending:

12 None.

13
14 Notice:

15 None.

16
17 Items for Discussion:

18 IAC 282 Chapter 25.3(5) – Standard V – violations of contractual obligations. Clearly
19 delineate a June 30 line – If someone provides notice before that date, regardless of
20 what they arrange with their school district, it would not be grounds for an ethical
21 violation. Also, there would not be potential liability for an administrator for hiring
22 someone who had provided notice to the district they are leaving prior to that date.
23 The BoEE, SAI, and ISEA did meet regarding this potential rule revision and were in
24 agreement on the amendment of this rule. This will return for possible notice at the
25 November meeting.

26
27 Petitions for Waiver

28 None.

29
30 Reports/Approvals

31 Nominations for Board Vice Chair – Tony Voss nominated Jay Prescott, with a second
32 by Mary K. Overholtzer. Sara Yedlik nominated Mary K. Overholtzer, with a second by
33 Katherine Schmidt. There being no other nominations, Katherine Schmidt moved to

1 close nominations, with a second by Erin Schoening. Ballots were distributed to
2 board members to vote for either Jay Prescott or Mary K. Overholtzer. Ballots were
3 collected and tallied – five votes for Mary K. Overholtzer and three votes for Jay
4 Prescott. Mary K. Overholtzer is vice chair of the BoEE.

5
6 Professional Educators of Iowa (PEI) Ethics Course – Terry Gladfelter, Deputy Director,
7 and Bryan Stearns, Deputy Director, from PEI, addressed the Board regarding the
8 ethics course provided by PEI. Larry Bice moved, with a second by Tony Voss, to
9 provide the PEI ethics course for renewal credit as well as an option for licensees who
10 are required to complete an ethics course as part of a license disciplinary sanction.
11 Roll call vote: Behrens – yes; Bice – yes; Hill – yes; Overholtzer – yes; Prescott – yes;
12 Schmidt – absent; Schoening – yes; Voss – yes; Yedlik – yes. **MOTION CARRIED.**

13
14 There being no further business, Tony Voss moved, with a second by Sara Yedlik, to
15 adjourn the meeting at 1:30 p.m.

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

From: Mike Cornelison

Date: October 5, 2018

Re: **FY 2019 FINANCIAL ANALYSIS
 Period 3 - September 2018**

NOTE 1: Cash Balance Review

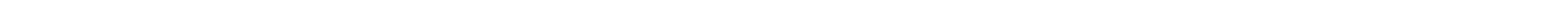
Unit	Current Cash Balance	Projected FYE Cash Balance
9397 - General Fund	\$1,376,589	\$811,884
2217 - Teachers Cert Clrg	0	0
	<u>\$1,376,589</u>	<u>\$811,884</u>

Areas to Monitor:

RED:



YELLOW: Replacement cost for licensing system (FY19 is final year of 6 year agreement)
 Indirect cost - tbd



GREEN: Final carry forward of FY18 licensure fees was transferred to Dept 286 in August.



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 2019, July & December 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 2019

EDas Customer Number: 1100
Percent of Year Complete 25%

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	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date
	Balance Brought Forward from Prior Year	100,000	937,544														1,037,544	1,037,544	998,096		
	Balance Carried Forward to Next Year													(100,000)	(711,884)		-	(811,884)	(436,426)		
Revenue Collected																					
234	Gov Transfer In Other Agencies	-	-	-	-	-	-	-	-	-	-	-	300	-	-	-	-	300	300	0%	100%
401	Fees, Licenses & Permits	175,527	244,213	146,757	150,596	125,222	100,231	178,244	142,011	153,260	163,547	192,600	237,156	-	-	-	566,497	2,009,361	2,100,000	27%	96%
704	Other	44,573	58,965	54,079	57,131	49,036	30,640	56,277	46,005	52,512	60,397	50,049	51,478	-	-	-	157,617	611,141	617,231	26%	99%
Total Revenues:		320,100	1,240,722	200,836	207,726	174,258	130,871	234,521	188,016	205,771	223,943	242,648	288,934	(100,000)	(711,884)	-	1,761,657	2,846,462	3,279,201	54%	87%
Expenditures																					
101	Personal Services	110,742	100,414	115,763	116,209	116,209	174,314	116,209	116,209	116,209	116,209	116,209	116,209	63,915	-	-	326,918	1,494,819	1,511,881	22%	99%
202	In State Travel	-	1,432	637	1,371	1,206	421	381	386	621	1,106	961	737	741	-	-	2,068	10,000	10,000	21%	100%
203	State Vehicle Operation	-	50	-	169	121	97	67	150	97	138	127	98	86	-	-	50	1,200	1,200	4%	100%
204	State Vehicle Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,920	0%	0%
205	Out Of State Travel	-	-	(470)	1,441	-	-	913	2,003	-	-	767	346	-	-	-	(470)	5,000	5,000	-9%	100%
301	Office Supplies	-	5,684	52	418	787	510	545	925	664	760	541	671	444	-	-	5,736	12,000	12,000	48%	100%
303	Equipment Maintenance Supplies	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-	-	-	8,000	8,000	0%	100%
308	Other Supplies	-	131	-	-	-	-	-	-	-	-	-	-	-	-	-	-	131	-	0%	0%
309	Printing & Binding	-	-	51	19	13	19	17	-	150	17	26	624	65	-	-	51	1,000	1,000	5%	100%
313	Postage	-	573	702	631	625	659	658	681	767	789	675	617	624	-	-	1,275	8,000	8,000	16%	100%
401	Communications	-	1,932	1,163	1,086	445	1,191	1,207	1,212	1,355	1,233	1,354	1,511	1,311	-	-	3,095	15,000	15,000	21%	100%
402	Rentals	1,860	-	-	490	125	725	-	800	750	500	850	500	(1,600)	-	-	1,860	5,000	5,000	37%	100%
405	Prof & Scientific Services	-	50	-	399	800	472	1,000	940	850	600	615	620	655	-	-	50	7,000	7,000	1%	100%
406	Outside Services	-	149	-	3,413	2,628	2,037	1,785	1,083	1,031	1,300	800	373	400	-	-	149	15,000	15,000	1%	100%
408	Advertising & Publicity	-	-	-	15	-	135	-	1,849	-	-	-	-	-	-	-	-	2,000	2,000	0%	100%
409	Outside Repairs/Service	-	-	-	319	-	-	270	-	-	364	-	-	47	-	-	-	1,000	1,000	0%	100%
414	Reimbursements To Other Agency	-	617	1,679	4,321	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	-	2,296	33,617	5,000	46%	672%
416	ITD Reimbursements	-	4,516	1,453	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	-	-	5,970	23,470	15,000	40%	156%
418	IT Outside Services	-	-	-	-	200,000	-	100,000	-	300,000	-	100,000	-	100,000	-	-	-	800,000	800,000	0%	100%
432	Attorney General Reimbursement	-	-	6,667	3,502	3,502	3,682	337	8,628	3,512	3,954	3,502	3,503	4,213	-	-	6,667	45,000	45,000	15%	100%
433	Gov Transfer Auditor of State	-	-	-	-	-	319	-	115	-	-	566	-	-	-	-	-	1,000	1,000	0%	100%
434	Gov Transfer Other Agencies	-	-	22,124	24,061	24,061	24,061	24,061	24,061	24,061	24,061	24,061	24,061	24,061	24,061	-	22,124	286,795	742,200	3%	39%
501	Equipment	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	10,000	10,000	0%	100%
502	Office Equipment	-	-	-	500	-	500	-	-	500	-	-	500	-	-	-	-	2,000	2,000	0%	100%
503	Equipment-Non Inventory	-	-	-	500	-	-	500	-	-	500	-	-	500	-	-	-	2,000	2,000	0%	100%
510	IT Equipment & Software	-	-	2,702	144	1,000	2,713	1,000	500	4,578	1,000	1,000	3,971	1,392	-	-	2,702	20,000	20,000	14%	100%
602	Other Expenses & Obligations	-	-	4,366	1,659	2,215	2,263	1,900	1,553	2,690	2,071	2,410	2,500	6,373	-	-	4,366	30,000	30,000	15%	100%
702	Fees	-	30	-	-	-	-	-	-	-	-	-	-	-	-	-	30	30	-	0%	0%
705	Refunds-Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	0%	0%
Total Expenditures:		112,603	115,578	156,887	162,416	358,488	236,869	255,600	165,845	462,585	159,350	259,213	161,592	207,976	24,061	-	385,068	2,839,062	3,279,201	12%	87%
Current Month Operations		207,497	1,125,143	43,949	45,310	(184,230)	(105,997)	(21,079)	22,171	(256,813)	64,593	(16,564)	127,342	(307,976)	(735,945)	-	-	-	(561,670)	-	-
Cash Balance		207,497	1,332,640	1,376,589	1,421,899	1,237,669	1,131,672	1,110,593	1,132,763	875,950	940,543	923,979	1,051,321	743,345	7,400	7,400	7,400	0	0	0	0

FOOTNOTES

General
Cash Mgmt

Revenues

401 Fees, Licenses & Permits - July revenues include a \$100,000 partial carry forward of licensure fees from FY18 . August revenues include the final licensure fees carry forward from FY18 of \$937,544.

Expenditures

101 Personal Services - July has 3 payroll warrants written. 10% of the expense for the 2nd payroll paid in July was charged to FY18.

202 In State Travel - September expense is for employee mileage reimbursement.

301 Office Supplies - August exp includes annual NASDTEC membership fees (\$5,500).

401 Communication - Cell phone and ICN Voice usage.

402 Rentals - July exp includes booth rentals for the SAI annual conference, and IASB conference

414 Reimbursements to Other Agencies - Association fee & DAS services.

416 ITD Reimbursements - 1/3 Admin & OCIO Services. August exp includes annual Google E-Mail & Productivity service renewals (\$3,435).

434 Gov Transfer Other Agencies - DCI criminal history & background checks. September expense includes DPS charge for annual router maintenance for FY2018..

510 IT Equipment & Software - September exp is for annual Siteimprove subscription renewal

Job Class	Board Members
14000-001	Larry D Hill
14000-002	Sara J Yedlik
14000-003	Anthony D Voss
14000-004	Katherine E Schmidt
14000-005	Erin K Schoening
14000-006	Dan D Dutcher
14000-007	Jay B Prescott
14000-008	Mary K Overholtzer
14000-009	vacant
14000-010	David M Schipper
14000-011	Kathy J Behrens
14000-012	Larry Bice DOE

Job Class

00018-002 Clerk-Specialist

00018-003 Clerk-Specialist

00018-004 Clerk-Specialist

00121-001 Info Tech Specialist 4

00697-001 Investigator 4

00705-801 Admin Intern

01071-001 Education Program Consultant

01071-005 Education Program Consultant

01071-006 Education Program Consultant

01071-007 Education Program Consultant

01071-008 Education Program Consultant

31038-002 Exec Dir/Ed Examiners Board

31513-001 Admin Consultant

90645-001 Attorney 3

95002-001 Secretary 3

Employee Name

Sarah A Robinson 1.00

Sharon S Jensen 1.00

Danielle N Brookes 1.00

Jeff S Debruin 1.00

James P McNellis 1.00

vacant 0.00

Steven C Mitchell 1.00

Michael D Cavin 1.00

Gregory S Horstman 1.00

Linda Hunt Espy 1.00

David D Wempen 1.00

Ann E Lebo 1.00

Joanne K Tubbs 1.00

Darcy K Hathaway 1.00

Kimberly K Cunningham 1.00

Total Budgeted FTEs 14.00

Fund: 0914 Teacher Certificates Clearing
 Unit: 2217
 Sub Unit: Blank
 Appropriation: Teacher Certificates Clearing

FY 2019

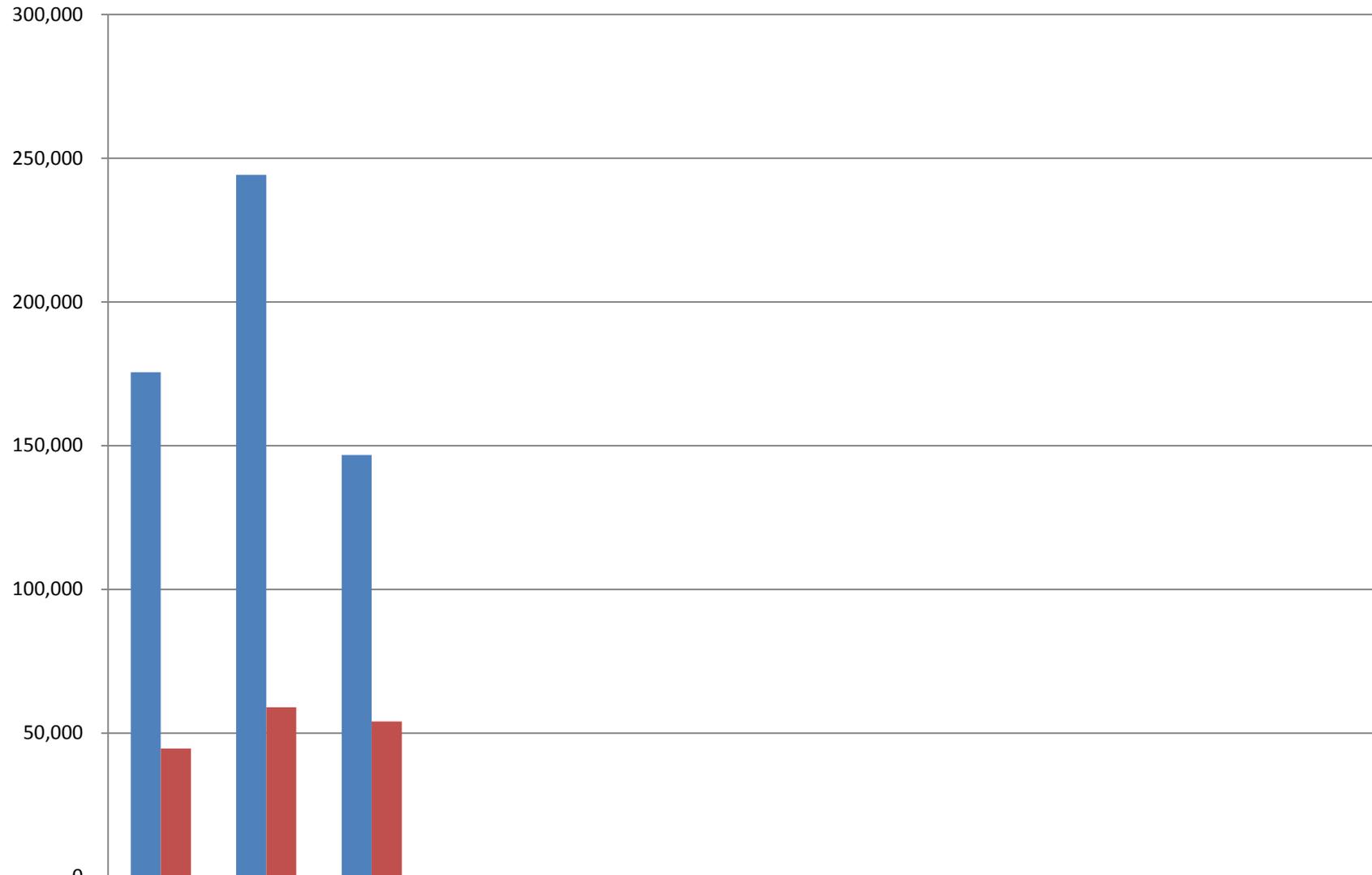
EDas Customer Number:
 Percent of Year Complete 25%

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	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date	Forecasted EOY
	Appropriation	-																			
	BBF	-		-																	
	Revenue Collected																				
501	Refunds & Reimbursements	-	-	-	-	-	1,000	-	1,000	1,000	-	-	-	-	-	-	-	3,000	3,000	0%	100%
	Total Revenue Collected:	-	-	-	-	-	1,000	-	1,000	1,000	-	-	-	-	-	-	-	3,000	3,000	0%	100%
	Expenditures																				
705	Refunds-Other	-	-	-	-	-	1,000	-	1,000	1,000	-	-	-	-	-	-	-	3,000	3,000	0%	100%
	Total Expenditures:	-	-	-	-	-	1,000	-	1,000	1,000	-	-	-	-	-	-	-	3,000	3,000	0%	100%
	Current Month Operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
	Cash Balance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				1%

Revenue
501

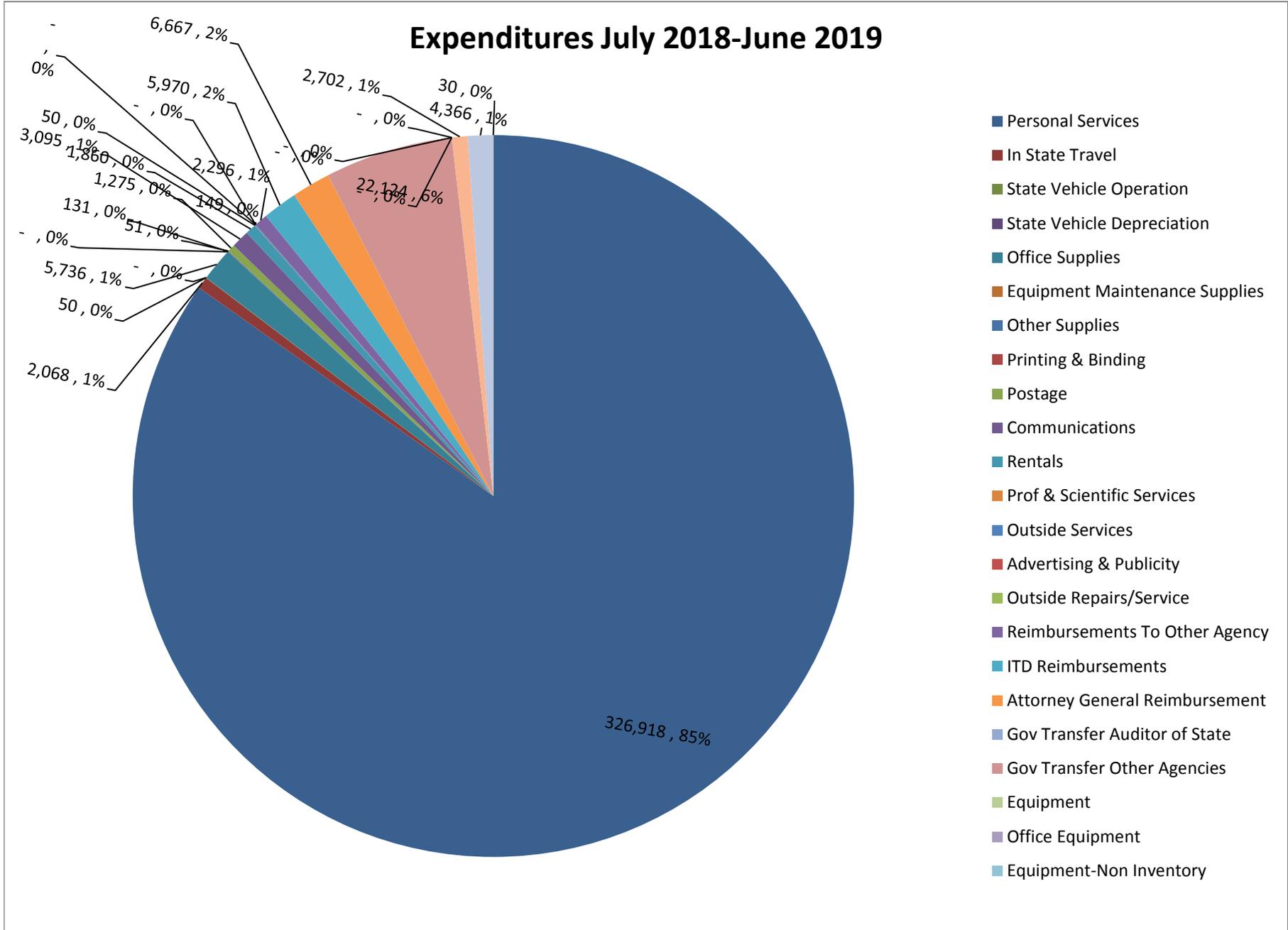
Expense
705

Receipts July 2018-June 2019



	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Licensure Fees	175,527	244,213	146,757	0	0	0	0	0	0	0	0	0
DCI Check Fees	44,573	58,965	54,079	0	0	0	0	0	0	0	0	0

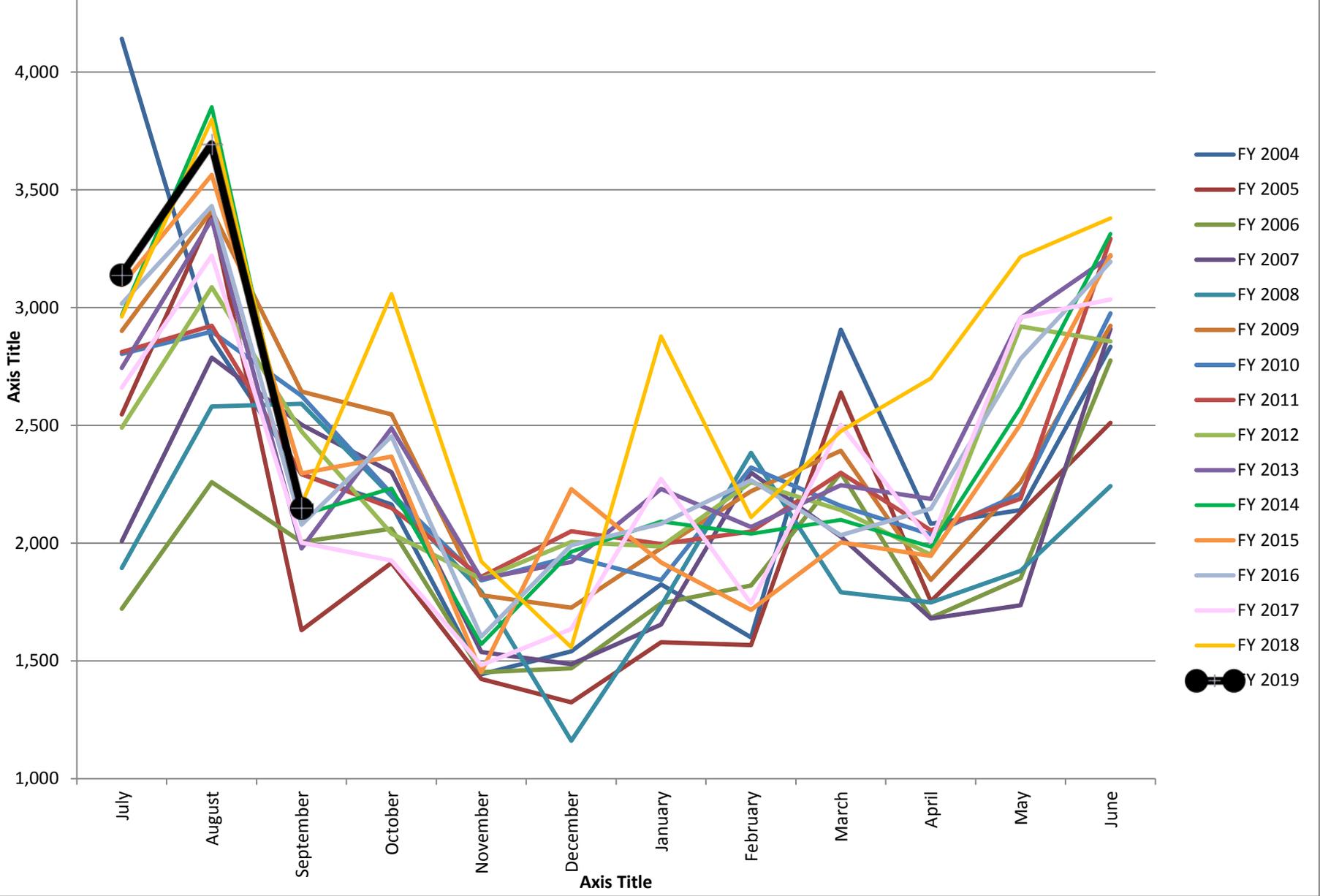
Expenditures July 2018-June 2019



Obligations vs. Budget Report
Budget Fiscal Year: 2019

	Actual To-Date	FY-Encumbered	Total Obligations FY-TO-Date	FY 19 Budget	Budget Balance	Percent of Budget Received /Spent
Resources -						
Balance Forward	1,037,544		1,037,544	998,096		
234 Gov Transfer In Other Agencies	0		0	300		
401 Fees, Licenses & Permits	566,497		566,497	2,100,000		
704 Other	157,617		157,617	617,231		
Total Resources	\$1,761,657	\$0	\$1,761,657	\$3,715,627		
(Total Revenues)	<u>\$724,113</u>	<u>\$0</u>	<u>\$724,113</u>	<u>\$2,717,531</u>	\$1,993,418	27%
Expenditures -						
101 Personal Services	326,918		326,918	1,511,881	1,184,963	22%
202 In State Travel	2,068		2,068	10,000	7,932	21%
203 State Vehicle Operation	50		50	1,200	1,150	4%
204 State Vehicle Depreciation	0		0	1,920	1,920	0%
205 Out Of State Travel	(470)		(470)	5,000	5,470	-9%
301 Office Supplies	5,736		5,736	12,000	6,264	48%
303 Equipment Maintenance Supplies	0		0	8,000	8,000	0%
308 Other Supplies	131		131	0	(131)	100%
309 Printing & Binding	51		51	1,000	949	5%
313 Postage	1,275		1,275	8,000	6,725	16%
401 Communications	3,095		3,095	15,000	11,905	21%
402 Rentals	1,860		1,860	5,000	3,140	37%
405 Prof & Scientific Services	50		50	7,000	6,950	1%
406 Outside Services	149		149	15,000	14,851	1%
408 Advertising & Publicity	0		0	2,000	2,000	0%
409 Outside Repairs/Service	0		0	1,000	1,000	0%
414 Reimbursements To Other Agency	2,296		2,296	5,000	2,704	46%
416 ITD Reimbursements	5,970		5,970	15,000	9,031	40%
418 IT Outside Services	0		0	800,000	800,000	0%
432 Attorney General Reimbursement	6,667		6,667	45,000	38,333	15%
433 Gov Transfer Auditor of State	0		0	1,000	1,000	0%
434 Gov Transfer Other Agencies	22,124		22,124	742,200	720,076	3%
501 Equipment	0		0	10,000	10,000	0%
502 Office Equipment	0		0	2,000	2,000	0%
503 Equipment-Non Inventory	0		0	2,000	2,000	0%
510 IT Equipment & Software	2,702		2,702	20,000	17,298	14%
602 Other Expenses & Obligations	4,366		4,366	30,000	25,634	15%
702 Fees	30		30	0	(30)	100%
705 Refunds-Other	0		0	3,000	3,000	0%
Total Expenditures	\$385,068	\$0	\$385,068	\$3,279,201	\$2,894,133	12%
CY Revenue Less Expenditures	<u>\$339,045</u>					
Estimated Carry Forward	<u>\$1,376,589</u>					

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 2019	3139	3694	2149										
Running Total	3139	6833	8982	8982	8982	8982	8982	8982	8982	8982	8982	8982	
FY 2018	2962	3799	2165	3059	1922	1558	2879	2110	2476	2700	3216	3380	32226
Running Total	2962	6761	8926	11985	13907	15465	18344	20454	22930	25630	28846	32226	
FY 2017	2660	3221	2002	1926	1482	1636	2273	1744	2502	2007	2959	3035	27447
Running Total	2660	5881	7883	9809	11291	12927	15200	16944	19446	21453	24412	27447	
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	
FY 2008 Actual	1,895	2,580	2,592	2,199	1,795	1,161	1,733	2,384	1,792	1,748	1,883	2,242	27,344
Running Total	1,895	4,475	7,067	9,266	11,061	12,222	13,955	16,339	18,131	19,879	21,762	24,004	
FY 2007 Actual	2,008	2,788	2,503	2,302	1,538	1,486	1,654	2,300	2,028	1,680	1,736	2,910	26,747
Running Total	2,008	4,796	7,299	9,601	11,139	12,625	14,279	16,579	18,607	20,287	22,023	24,933	
FY 2006 Actual	1,722	2,259	2,005	2,062	1,452	1,469	1,744	1,820	2,299	1,683	1,851	2,776	23,142
Running Total	1,722	3,981	5,986	8,048	9,500	10,969	12,713	14,533	16,832	18,515	20,366	23,142	
FY 2005	2,547	3,394	1,631	1,916	1,423	1,324	1,579	1,567	2,640	1,753	2,130	2,511	24,415
Running Total	2,547	5,941	7,572	9,488	10,911	12,235	13,814	15,381	18,021	19,774	21,904	24,415	
FY 2004	4,142	2,867	2,293	2,164	1,443	1,541	1,825	1,600	2,906	2,082	2,141	2,834	27,838
Running Total	4,142	7,009	9,302	11,466	12,909	14,450	16,275	17,875	20,781	22,863	25,004	27,838	

NOTICE MEMO

Date: November 9, 2018

To: Board Members

From: Dr. Ann Lebo, Executive Director

RE: Amend IAC 282 Chapter 25.3(5)

EDUCATIONAL EXAMINERS BOARD[282]

25.3(5) Standard V—violations of contractual obligations.

a. Violation of this standard includes:

~~(1) Signing a written professional employment contract while under contract with another school, school district, or area education agency.~~

(2) Asking a practitioner to sign a written professional employment contract before the practitioner has been unconditionally released from a current contract, unless the practitioner provided notice to their employing board as set forth in 282—25.3(5)(b). An administrator shall make a good faith effort to determine whether the practitioner has been released from the current contract.

(3) Abandoning a written professional employment contract without prior unconditional release by the employer.

(4) As an employer, executing a written professional employment contract with a practitioner, which requires the performance of duties that the practitioner is not legally qualified to perform.

(5) As a practitioner, executing a written professional employment contract, which requires the performance of duties that the practitioner is not legally qualified to perform.

b. In addressing complaints based upon contractual obligations, the board shall consider factors beyond the practitioner's control. For purposes of enforcement of this standard, a practitioner will not be found to have abandoned an existing contract if:

(1) The practitioner obtained a release from the employing board before discontinuing services under the contract; or

(2) The practitioner provided notice to the employing board no later than the latest of the following dates:

1. The practitioner's last work day of the school year;
2. The date set for return of the contract as specified in statute; or
3. June 30.

[Renumber standard as needed]

Date: November 9, 2018

To: Board Members

From: Darcy Hathaway

Re: Reminders regarding petitions for waiver

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

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

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

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

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

Petition for Waiver

Name: John Rice

License: Folder # 1046368

Rice does not currently hold an Iowa license.

Reason for Waiver: Rice's application for an Iowa teaching license was denied based on the fact that the undergraduate institution where he obtained his bachelor's degree is not regionally accredited. He is requesting a waiver based on his work experience, licensure in two other jurisdictions, and two master's degrees from a regionally accredited institution.

Rule Citation:

282—13.5(272) Teacher licenses

...

13.5(1) General requirements. The applicant shall:

a. Have a baccalaureate degree from a regionally accredited institution.

...

Staff recommendation: Neutral

Rationale: The Board's past waivers do not appear to provide clear precedent in the situation presented by the petition. In PFW 12-13, the Board **denied** a request to waive this rule by a petitioner who had completed a bachelor's degree from a college that was not regionally accredited. That petitioner did not hold any advanced degrees. In PFW 06-04, the Board **granted** a request to waive this rule by a petitioner who held a three-year education degree issued in South Africa, and was enrolled in a one-year education leadership program at the time of her petition. That petitioner had six years of teaching experience in South Africa and the United States. Links to these rulings are below:

<http://www.boee.iowa.gov/board/waivers/2012/12-13.pdf>

<http://www.boee.iowa.gov/board/waivers/2006/06-04.pdf>