

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

November 18, 2011

AGENDA
Times are approximate

- 9:30 a.m.** **1. Call Meeting to Order**
- 9:35 a.m.** **2. Approve the Agenda (Tab 1)**
- 9:40 a.m.** **3. Consent Agenda**
- Minutes of October 7, 2011 Board Meeting (Tab 2)
 - Minutes of November 8, 2011 Special Telephonic Meeting (Tab 3)
- 9:45 a.m.** **4. Reports / Approvals**
- 1. Executive Director Search Consultant's update
- 10:45 a.m.** **5. Professional Practices - Licensee Discipline – Closed Session – Board members only**
- 11:15 a.m.** **6. Open Session – Results of closed session announced**
- a. Closed session minutes
- 11:25 a.m.** **7. Communications**
- a. Board Reports
 - b. Public Comment
 - c. Executive Director's Report
- 11:45 a.m.** **8. Rules [Iowa Administrative Code – Chapter 282 (272)]**
- a. Adopt
 - 1. 282—Amend Chapter 13.9 Teacher Intern License (Tab 4)
 - b. Notice
 - 1. 282— Amend Chapter 11.35 Application Denial and Appeal and Chapter 25 Human Trafficking (Tab 5)
 - 2. 282—Amend Various Chapters-Clean up (Tab 6)
- 12:00 p.m.** **9. Waiver(s) (Tab 7)**
- 1. 11-21 Martha Veronica Limon (Tab A)
 - 2. 11-22 Margie Hansen (Tab B)
 - 3. 11-23 Ashley Hansen (Tab C)
 - 4. 11-24 Brenda Hillman (Tab D)
 - 5. 11-25 Patrick Beyer (Tab E)
- 12:20 p.m.** **10. Lunch for Board Members -- Room 3 North**

- 1:00 p.m.** **11. Reports / Approvals**
1. Legislative Report Pre-filed Bills (Tab 8)
 2. Code of Iowa 272.29 Annual Administrative Rules Review Report (Tab 9)
 3. Code of Iowa 272.10 Fees – Report (Tab 10)
 4. Legislative Reception Update (Tab 11)
 5. NASDTEC Professional Practices Institute Report - Beth Myers (Tab 12)
 6. Technology update (Tab 13)
 7. ISEA presentation (Tab 14)
 8. Reflect on Dr. Hutchings presentation and what is next? (Tab 15)
- 2:00 p.m.** **12. Adjournment**

1 There was a discussion regarding the salary of the executive director. A resolution
2 regarding the compensation for the executive director was presented. The resolution
3 was as follows:

4
5 **Whereas**, the Board of Educational Examiners was created as an independent agency
6 more than 20 years ago, and

7
8 **Whereas**, the legislature has stated that the Board “shall set the salary of the
9 executive director within the range established for the position by the general
10 assembly” [Code of Iowa Chapter 272.5], and

11
12 **Whereas**, the legislature has established the range for the position of executive
13 director of the Board of Educational Examiners on the Noncontract pay plan [000],
14 and

15
16 **Whereas**, the Noncontract pay plan [000] has been adopted by the legislature for the
17 current fiscal year;

18
19 **Therefore be it resolved by the Board of Educational Examiners** that: effective
20 immediately the pay plan for the Executive Director shall be **pay grade 43** [\$92,726.4
21 to \$131,872] and effective immediately the Executive Director, Dr. George Maurer,
22 shall be paid \$131, 872. Carol Trueg moved, with a second by Larry Hill, to approve
23 the resolution. **MOTION CARRIED UNANIMOUSLY.**

24
25 Dr. Maurer provided the Board a notification amendment stating that he would like to
26 amend his retirement date to June 30, 2012. Julio Almanza moved, with a second by
27 Carol Trueg, to accept the notification amendment. **MOTION CARRIED**
28 **UNANIMOUSLY.**

29
30 Tammy Duehr moved, with a second by Liz Sheka, that the Board go into closed
31 session for the purposes of discussing whether to initiate licensee disciplinary
32 proceedings and discussing the decision to be rendered in a contested case, pursuant
33 to Iowa Code sections 21.5(1)(d) and 21.5(1)(f). **MOTION CARRIED UNANIMOUSLY.**

1 Liz Sheka moved, with a second by Richard Wortmann, that in **case number 11-46**,
2 the Board finds that the evidence gathered in the investigation, including witness
3 statements and the documentary evidence, does not substantiate the allegations in the
4 complaint, and that the Board therefore lacks probable cause to proceed with this
5 matter. **MOTION CARRIED UNANIMOUSLY.**

6
7 Tammy Duehr moved, with a second by Liz Sheka, that in **case number 11-47**, the
8 Board finds that the evidence gathered in the investigation, including witness
9 statements and the documentary evidence, does not substantiate the allegations in the
10 complaint, and that the Board therefore lacks probable cause to proceed with this
11 matter. **MOTION CARRIED UNANIMOUSLY.**

12
13 Richard Wortmann moved, with a second by Julio Almanza, that in **case number 11-**
14 **49**, the Board find probable cause to establish a violation of the following provisions of
15 the Code of Professional Conduct and Ethics, 282 IAC 25.3(1) b (2), c, d, e (3) and (4),
16 and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

17
18 Tammy Duehr moved, with a second by Julio Almanza, that in **case number 11-52**,
19 the Board find that, although one or more of the allegations in the complaint may be
20 substantiated by the witnesses interviewed in the course of the investigation [and/or]
21 the documents gathered in the course of the investigation, and the allegation
22 constitutes a violation of the Board's statute or administrative rules; the evidence
23 before the board indicates that the alleged violation was an isolated incident, and
24 adequate steps have been taken to remedy the violation to ensure that incidents of a
25 similar nature do not occur in the future. The Board will not pursue formal
26 disciplinary action in this matter. **MOTION CARRIED UNANIMOUSLY.**

27
28 Richard Wortmann moved, with a second by Tammy Duehr, that in **case number 11-**
29 **55**, the Board finds that the evidence gathered in the investigation, including witness
30 statements and the documentary evidence, does not substantiate the allegations in the
31 complaint, and that the Board therefore lacks probable cause to proceed with this
32 matter. Roll call vote: Almanza – recused; Duehr – yes; Hill – yes; Mickelson – yes;

1 Ortiz – yes; Sheka—yes; Smith – yes; Stevens – yes; Trueg – yes; Wortmann—yes.

2 **MOTION CARRIED.**

3 Liz Sheka moved, with a second by Richard Wortmann, that in **case number 11-56**,
4 the Board finds that the evidence gathered in the investigation, including witness
5 statements and the documentary evidence, does not substantiate the allegations in the
6 complaint, and that the Board therefore lacks probable cause to proceed with this
7 matter. Roll call vote: Almanza – recused; Duehr – yes; Hill – yes; Mickelson – yes;
8 Ortiz – yes; Sheka—yes; Smith – yes; Stevens – yes; Trueg – yes; Wortmann—yes.

9 **MOTION CARRIED.**

10

11 Tammy Duehr moved, with a second by Liz Sheka, that in **case number 11-57**,
12 the Board finds that the evidence gathered in the investigation, including witness
13 statements and the documentary evidence, does not substantiate the allegations in the
14 complaint, and that the Board therefore lacks probable cause to proceed with this
15 matter. Roll call vote: Almanza – recused; Duehr – yes; Hill – yes; Mickelson – yes;
16 Ortiz – yes; Sheka—yes; Smith – yes; Stevens – yes; Trueg – yes; Wortmann—yes.

17 **MOTION CARRIED.**

18

19 Richard Wortmann moved, with a second by Liz Sheka, that in **case number 11-58**,
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 25.3(1)a, and order this case set for
22 hearing. Roll call vote: Almanza – no; Duehr – yes; Hill – yes; Mickelson – yes; Ortiz –
23 yes; Sheka—yes; Smith – no; Stevens – yes; Trueg – yes; Wortmann—yes. **MOTION**

24 **CARRIED.**

25

26 Tammy Duehr moved, with a second by Julio Almanza, that in **case number 11-61**,
27 the Board find probable cause to establish a violation of the following provisions of the
28 Code of Professional Conduct and Ethics, 282 IAC 25.3(1)e(5), 25.3(4)e, 25.3(6) c and
29 d, and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

30

31 Richard Wortmann moved, with a second by Liz Sheka, that in **case number 11-65**,

1 the Board find probable cause to establish a violation of the following provisions of the
2 Code of Professional Conduct and Ethics, 282 IAC 25.3(6) c, l, and m, and order this
3 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

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5 Liz Sheka moved, with a second by Richard Wortmann, that in **case number 11-66**,
6 the Board find that, although one or more of the allegations in the complaint may be
7 substantiated by the witnesses interviewed in the course of the investigation [and/or]
8 the documents gathered in the course of the investigation, and the allegations may
9 constitute a violation of the board's statute or administrative rules; the evidence before
10 the board indicates that the alleged violation was an isolated incident, and adequate
11 steps have been taken to remedy the violation and to ensure that incidents of a similar
12 nature do not occur in the future. The Board will not pursue formal disciplinary action
13 in this matter. Roll call vote: Almanza – yes; Duehr – yes; Hill – no; Mickelson – yes;
14 Ortiz – yes; Sheka—yes; Smith – yes; Stevens – yes; Trueg – yes; Wortmann—yes.

15 **MOTION CARRIED.**

16
17 Tammy Duehr moved, with a second by Julio Almanza, that in **case number 11-71**,
18 the Board find probable cause to establish a violation of the following provisions of the
19 Code of Professional Conduct and Ethics, 282 IAC 25.3(1) e(4), and order this case set
20 for hearing. **MOTION CARRIED UNANIMOUSLY.**

21
22 Julio Almanza moved, with a second by Tammy Duehr, that in **case number 11-76**,
23 the Board find probable cause to establish a violation of the following provisions of the
24 Code of Professional Conduct and Ethics, 282 IAC 25.3(1) e(1), and order this case set
25 for hearing. **MOTION CARRIED UNANIMOUSLY.**

26
27 Julio Almanza moved, with a second by Tammy Duehr, that the Board not initiate
28 review of the proposed decision in **case number 11-01, In the Matter of Henry**
29 **Graziano**, and allow the proposed decision to become the final decision of the Board
30 unless an appeal is taken by one of the parties within the time allowed by rule.
31 **MOTION CARRIED UNANIMOUSLY.** (Julie Bussanmas, Assistant Attorney General,
32 left the room and was not present during the discussion of this case.)

1 Richard Wortmann moved, with a second by Liz Sheka, that the Board not initiate
2 review of the proposed decision in **case number APP 11-02, In the Matter of Francis**
3 **Whitten**, and allow the proposed decision to become the final decision of the Board
4 unless an appeal is taken by one of the parties within the time allowed by rule.
5 **MOTION CARRIED UNANIMOUSLY.** (Julie Bussanmas, Assistant Attorney General,
6 left the room and was not present during the discussion of this case.)

7
8 Julio Almanza moved, with a second by Tammy Duehr, that the Board not initiate
9 review of the proposed decision in **case number APP 11-03, In the Matter of Bruce**
10 **Reha**, 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.** (Julie Bussanmas, Assistant Attorney General,
13 left the room and was not present during the discussion of this case.)

14
15 Tammy Duehr moved, with a second by Liz Sheka, that in **case numbers 11-03 and**
16 **11-07**, the Board accept the stipulation and settlement submitted by the parties, and
17 issue an Order incorporating the agreement of the parties and imposing the agreed
18 upon sanction. **MOTION CARRIED UNANIMOUSLY.**

19
20 Richard Wortmann moved, with a second by Tammy Duehr, that in **case number 11-**
21 **62**, the Board rejects the motion to dismiss finding it had good cause to exceed the
22 statute of limitations and return the case to the parties for further proceedings
23 consistent with this decision. Roll call vote: Almanza – recused; Duehr – yes; Hill –
24 recused; Mickelson – yes; Ortiz – yes; Sheka—yes; Smith – yes; Stevens – yes; Trueg –
25 yes; Wortmann—yes. **MOTION CARRIED.** (Julio Almanza, Dr. Larry Hill and Dr.
26 George Maurer, left the room and were not present during the discussion of this case.)

27
28 Liz Sheka moved, with a second by Tammy Duehr, that in **case number 11-72**, the
29 Board accepts the Respondent’s waiver of hearing and voluntary surrender and that
30 the Board issue an order permanently revoking the Respondent’s license with no
31 possibility of reinstatement. **MOTION CARRIED UNANIMOUSLY.**

1 Julio Almanza moved, with a second by Richard Wortmann, that in **case number 11-**
2 **80**, the Board accepts the Respondent’s waiver of hearing and voluntary surrender
3 and that the Board issue an order permanently revoking the Respondent’s license with
4 no possibility of reinstatement. **MOTION CARRIED UNANIMOUSLY.**

5
6 Tammy Duehr moved, with a second by Richard Wortmann, that in **case number 10-**
7 **20**, the Board accepts the Respondent’s waiver of hearing and voluntary surrender
8 and that the Board issue an order permanently revoking the Respondent’s license with
9 no possibility of reinstatement. Roll call vote: Almanza – yes; Duehr – yes; Hill – yes;
10 Mickelson – yes; Ortiz – yes; Sheka—yes; Smith – recused; Stevens – yes; Trueg – yes;
11 Wortmann—yes. **MOTION CARRIED.** (Bev Smith left the room and was not present
12 during the discussion of this case.)

13
14 Richard Wortmann moved, with a second by Tammy Duehr, to extend the 180-day
15 deadline for issuance of the final decision in **case number 11-39**, based upon the
16 extraordinary amount of time needed to schedule the hearing, allow review of the
17 proposed decision, and issue a final decision. **MOTION CARRIED UNANIMOUSLY.**

18 Marianne Mickelson moved, with a second by Oscar Ortiz, to approve the closed
19 session minutes of August 4-5, 2011 and August 31, 2011 (special board meeting).
20 **MOTION CARRIED UNANIMOUSLY.**

21
22 Board Reports:

23 Tammy Duehr and Larry Hill will be taking the ethics class that will be offered in
24 Dubuque in the coming weeks.

25
26 Public Comment:

27 Andy Crozier addressed the Board stating that he was present should they have any
28 questions for him regarding his petition for waiver, which was being presented today.

29
30 Executive Director’s Report:

31 Dr. Maurer reviewed the financial reports for FY 11 (final rpt.) and FY 12.

1 Dr. Maurer informed the Board that he had submitted their comments/suggestions
2 regarding the education summit to Director Glass. A copy of the blueprint, "One
3 Unshakable Vision," was distributed to the Board.

4
5 The legislative reception is scheduled for Thursday, January 19, 2012, 7-9 a.m., in the
6 Capitol rotunda with the board meeting to follow at 9:30 a.m. in the State Board Room
7 at the Grimes Building. The Board will have a dinner meeting at 7 p.m. on
8 Wednesday, January 18, to review the agenda/talking points for the legislative
9 reception. The Professional Practices Committee will meet at 5 p.m. on Wednesday
10 prior to the dinner meeting.

11
12 Dr. Maurer updated the Board regarding approval of additional staff. Due to the
13 economic climate when Consultant Gary Borlaug retired, we were not able to hire a
14 replacement consultant at that time. Instead, an investigator was hired since that was
15 the appropriate way to move at that point in time. Now that the economic climate has
16 changed we have been approved to hire an additional consultant. We have also been
17 given permission to hire a part-time finger printer which will reduce the number of
18 times the consultants will have to be out of the office to do this.

19 Dr. Maurer distributed proposals to the Board regarding pre-filed bills. These will be
20 discussed in further detail at the November meeting.

21
22 Rules:

23 Carol Trueg moved, with a second by Marianne Mickelson, to table the proposed
24 changes to Chapter 22.5 Preliminary Professional Career Authorization. **MOTION**
25 **CARRIED UNANIMOUSLY.**

26
27 Items for Discussion:

28 No discussion items.

29
30 Petitions for Waiver:

31 Larry Hill moved, with a second by Julio Almanza, that in **PFW 11-17**, Andy Crozier,
32 the Board deny the Petition for Waiver. Reasons for denial: An interim
33 superintendent has been hired. Mr. Crozier would have been eligible for a Class B

1 conditional license in administration but the AEA did not require an administrative
2 license for the position. The Board understood there may be hardships but the
3 interim superintendent is in place until June 2012. The Board stated their willingness
4 to accept the three years of experience for the 2009-10, 2010-11 and 2011-12 school
5 years even though Mr. Crozier did not submit all required materials for the
6 administrative license until November 2009. The Board adopted rules to add the
7 language that administrative experience had to be earned during the term of an
8 administrative license because it was difficult to deny acceptance of some experience
9 that applicants claimed was administrative experience. The Board has also developed
10 the criteria to convert an initial administrator license to a professional administrator
11 license. The Board stated that the Lead Administrator would have authority to make
12 decisions on public health, welfare and safety. Thus there would be protection of
13 public health, safety, and welfare until Mr. Crozier is eligible to add the
14 superintendent endorsement on June 1, 2012. The Board will accept the three years
15 of administrative experience completed during the term of his initial administrator
16 license at that time. **MOTION CARRIED UNANIMOUSLY.**

17
18 Carol Trueg moved, with a second by Marianne Mickelson, that in **PFW 11-18**, Dale
19 Hill, the Board grant the Petition for Waiver. Reasons for granting: The Board
20 indicated that since business is not a shortage area that it would be difficult to find an
21 internship possibility in this endorsement area. The Board has filed for notice rules
22 that will allow the option of substitute teaching and co-teaching for individuals who
23 are not able to find an internship through the teacher intern program. The hearing
24 was held and the Board will move for adoption of the rules in November. Approving
25 the waiver will provide the same option that will be in effect once the rules area
26 adopted. This waiver will include the option for forty days of paid substitute teaching
27 and forty consecutive days of co-teaching with a master teacher in lieu of the
28 internship. Mr. Hill has held a substitute authorization and coaching license so he
29 has completed the background check information and has worked with students in
30 these capacities. **MOTION CARRIED UNANIMOUSLY.**

1 Richard Wortmann moved, with a second by Oscar Ortiz, that in **PFW 11-19**, Lori
2 Olberding, the Board grant the Petition for Waiver. Reasons for granting: Ms.
3 Olberding stated that she cannot find a methods class in her area. She is not able to
4 complete the methods class in the summer since her job at Forest Ridge Youth and
5 Family Resources Services requires her to teach nine weeks in the summer. The
6 Board agreed that methods courses that are offered nights and weekends are difficult
7 to find. There are few online methods courses available. The Board's rules do allow a
8 person with a content endorsement on the elementary level to waive the methods
9 course on the secondary level in the same content area. Ms. Olberding does not hold
10 the elementary language arts endorsement but she has completed the elementary
11 methods course, elementary reading methods and secondary art methods courses.
12 She has attended a workshop on current trends and teaching strategies and has
13 taught on the secondary level for ten years. Ms. Olberding has been teaching
14 language arts with the Class B license for two years. Roll call vote: Almanza – yes;
15 Duehr – yes; Hill – recused; Mickelson – yes; Ortiz – yes; Sheka—yes; Smith – yes;
16 Stevens – yes; Trueg – yes; Wortmann—yes. **MOTION CARRIED.**

17

18 There being no further business, Bev Smith asked for a motion to adjourn the
19 meeting. Larry Hill moved, with a second by Carol Trueg to adjourn the meeting.
20 **MOTION CARRIED UNANIMOUSLY.** The meeting was adjourned at 12:34 p.m.

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1 Julio Almanza moved, with a second by Merle Johnson, that the Board not initiate
2 review of the proposed decision in **case number 10-49, In the Matter of Kristine**
3 **Kleene**, and allow the proposed decision to become the final decision of the Board
4 unless an appeal is taken by one of the parties within the time allowed by rule. Roll
5 call vote: Almanza – yes; Duehr – yes; Glass – yes; Hill – yes; Johnson – yes;
6 Mickelson – yes; Smith – yes; Stevens – yes; Trueg – yes. **MOTION CARRIED.**

7

8 There being no further business, Bev Smith asked for a motion to adjourn the
9 meeting. Merle Johnson moved, with a second by Marianne Mickelson, to adjourn the
10 meeting. **MOTION CARRIED UNANIMOUSLY.** The meeting was adjourned at
11 4:31 p.m.

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MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: 282— Amend Chapter 13.9 Teacher Intern License - Adopt

The enclosed noticed rules were filed under Notice of Intended Action and published as ARC 9744B on September 7, 2011.

A public hearing was held Wednesday, September 28, 2011, with written comment accepted until 4 p.m. Friday, September 30, 2011.

The proposed rules were available electronically on the Board's website and available through the Administrative Rules Bulletin both electronically and in hard copy.

Four people attended the public hearing and written comment was also received. A transcript of the hearing is attached.

The comments made at the public hearing that the requirement of at least sixty percent of the substitute teaching be in the intern's content area was cumbersome and I believe it could be true. If an intern was in a rural area, it would be difficult for them to secure 60 percent of their substitute assignments in their content area and it would be almost impossible for the staff to monitor this requirement.

I recommend that the proposed rule to amend 282 – Chapter 13.9 Teacher Intern License be Adopted and Filed with revisions suggested, removing “of which at least 60 percent of the time shall be in the intern's endorsement area” from the noticed rule.

EDUCATIONAL EXAMINERS BOARD[282]

Notice of Intended Action

Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1)“b.”

Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.

Pursuant to the authority of Iowa Code section 272.2, the Board of Educational Examiners hereby gives Notice of Intended Action to amend Chapter 13, “Issuance of Teacher Licenses and Endorsements,” Iowa Administrative Code.

This amendment addresses the issue of prospective interns who are unable to secure a paid intern position. In order for a person to teach on an intern license, the person must hold a paid position as an intern. There has been an increase in interns who are unable to secure paid positions, most likely as a result of the slow economy.

Any interested party or persons may present their views either orally or in writing at the public hearing that will be held Wednesday, September 28, 2011, at 1 p.m. in Room 3 Southwest, Third Floor, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa.

At the hearing, persons will be asked to give their names and addresses for the record and to confine their remarks to the subject of the proposed amendment. Persons who wish to make oral presentations at the public hearing may contact the Executive Director, Board of Educational Examiners, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa 50319-0147, or at (515)281-5849, prior to the date of the public hearing.

Any person who intends to attend the public hearing and requires special accommodations for specific needs, such as a sign language interpreter, should contact the office of the Executive Director at (515)281-5849.

Any interested person may make written comments or suggestions on the proposed amendment before 4 p.m. on Friday, September 30, 2011. Written comments and suggestions should be addressed to Kim Cunningham, Board Secretary, Board of Educational Examiners, at the above address, or sent by E-mail to kim.cunningham@iowa.gov, or by fax to (515)281-7669.

After analysis and review of this rule making, no adverse impact on jobs has been found. This rule promotes training for teachers and recruits high quality individuals to the education profession.

This amendment is intended to implement Iowa Code chapter 272.

The following amendment is proposed.

Amend subrule 13.9(7) as follows:

13.9(7) Requirements to obtain the initial license if the teacher intern does not complete the internship year:

a. An initial license shall be issued upon application provided that the teacher intern has met all of the following requirements one of the following options:

(1) Option #1:

~~a. 1.~~ Successful completion of the coursework and competencies in the teacher intern program approved by the state board of education; and

~~b. 2.~~ Verification by a college or university that the teacher intern successfully completed the college’s or university’s state-approved student teaching requirements; and

~~c. 3.~~ Recommendation by a college or university offering an approved teacher intern program that the individual is eligible for an initial license.

(2) Option #2:

1. Successful completion of the coursework and competencies in the teacher intern program approved by the state board of education; and

2. Verification by the approved teacher intern program that the teacher intern successfully completed 40 days of paid substitute teaching of which at least 60 percent of the time shall be in the intern's endorsement area; and

3. Verification by the teacher intern program that the teacher intern successfully completed 40 days of co-teaching; and

4. Recommendation by the approved teacher intern program that the individual is eligible for an initial license.

a. b. At the board's request, the teacher intern shall provide to the board information including, but not limited to, the teacher intern selection and preparation program, institutional support, local school district mentor, and local school district support.

PUBLIC HEARING

Name	Agency Represented/Address	Position If you support the rules in concept, circle Yes - If not, circle No.		Oral Presentation	
<i>Debra Hartman</i>	<i>Morningside College 1501 Alvingdale Ave. Sioux City, IA 51106</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>Del Shepard</i>	<i>Kaplan University 4724 85th St. Windsor, IA 50337 (Home)</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>Michelle Schneider</i>	<i>Iowa Teacher Intern License Pathway UNI 577 SEC Adair Falls Ia 50613</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>Susan Joyce Lamm</i>	<i>University of Iowa N310 Lindquist Center Iowa City, IOWA 52242</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

September 28, 2011 Rules Hearing
Grimes State Office Bldg., Conference Rm. 3SW

Beth Myers:

It is 1:00 p.m. on Wednesday, September 28, 2011. It is the appointed time for the public hearing on the rules filed under Notice of Intended Action ARC 9744B, published on September 7, 2011, in the Iowa Administrative Bulletin. The proposed amendment is to Iowa Administrative Code 282 13.9(7). There are several people here and there will be several oral presentations. Just so everybody has the same idea – it's not time for question/answer, so I won't be answering questions. You can make your presentation. If we have any questions afterwards, we can talk to that or I will probably have to get a licensure consultant in here who knows the rule better than I do. Anyway, when you give your oral presentation, please state your name and who you are representing so that we have that for the board record also. So, we'll just start – whoever would start.

Pete Hathway:

My name is Pete Hathaway. I here am representing the teacher intern program from Morningside College. And, let me give each of you a copy of a document that we've been kicking around between our organizations here pertaining to this subrule. And, I would say upfront that we all support this in concept. We are looking for other opportunities for teacher interns who have difficulty finding a placement because we've found the program to be very viable. The people that are employed are graduates are just ecstatic about them. It's a program with a future. But, you run into economic constraints, fiscal constraints in the economy such as we are in right now and we need options. We think this is better than submitting waivers every time we run into this problem.

So, what we are concerned with is the portion of this option that requires 60% of the days of substituting to be in the intern's endorsement area. And, we take issue with that for the following reasons: First, our teacher interns are people who are immersed in content. They come to us with undergraduate degrees – some with advanced degrees. I have one with a Ph.D. in biology, presently and years of work experience in their area. They are well-versed in content when they come to us. The interns who will take Option 2 will take it because they can't find a paid internship. Nobody wants to do something for nothing. And, the way the program was designed originally was designed to help people move from one location to another without giving up their ability to support themselves and their families. And so, if they are taking Option 2, they will be paid for the substituting time. They will not be paid for the co-teaching time – which is appropriate. During the, let's see, 40 days of co-teaching they will focus on standards in their endorsement areas, lesson and unit design in their endorsement areas, methodology specific to their endorsement areas and assessments specific to their endorsement areas. So, we think that during that 8-week time in which they are working with another professional in that content area, they will be steeped in content-related things. During the 40 days of substituting, they will have ample opportunities to practice the following skills and, regardless of what content area they are teaching, classroom management,

time management, effective instructional practices, student engagement, teaching to diverse learners, implementing lesson plans, flexibility and many more that I didn't enumerate there. Of course, those same skills and dispositions will also be addressed during their co-teaching time. We have found, at Morningside, and I won't speak for the others, that our candidates have the best possibility of placement in smaller districts. And that's sort of where their focus is. Larger districts pay better, they tend to draw more applicants for vacancies that they have. Our candidates have had good luck finding positions in smaller districts. The chances of finding 60% of their substitute teaching in a specific content field are slim and we feel that that stipulation, if it's upheld, could negate this option for our people because they simply won't be able to find that kind of substituting opportunity unless they are very lucky. And, we have people that did. We had people in math, who took a long-term position there because a teacher became ill – lucky for the intern, not so lucky for the classroom teacher. We also look at the preliminary professional career authorization which also is nearing adoption by the Board which places a teacher in a classroom with a bachelor's degree and five years of work experience and no disqualifying criminal convictions. That is a much lower standard than the proposed option for teacher intern. So, we think as we juxtapose those two, we think we have something that's working well and really is filling a void in a lot of areas and we hate to see that get in the way.

If you'll look at page 2, it is simply a copy of the AIC. At the bottom of page 3, I have outlined some modifications and this may be up for discussion depending on how the rest of you view this. Number 1, we would recommend eliminating that portion of item 2 that specifies of which at least 60% of the time shall be in the intern's endorsement area. And that is for the reasons that were outlined in the comments on the first page of the document. We believe that interns, or we at Morningside, believe that we ought to require our interns, whether they are doing an internship or doing Option 2 which would be a combination of substituting and co-teaching to secure an intern license for that year – for the experiences of that year. Based on their standing in our teacher intern program and the possession of the intern license we believe that they should be allowed to accept substitute assignments for extended periods of time because they have much more preparation going in than an authorized substitute does. That would afford them the opportunity then if a position came open in their content area to take that extended substituting position. That's primarily where Morningside is with our concerns. We applaud the Board for looking to putting into rule something that we've been doing by waiver for a couple of years and it will streamline the process. But, we do have concerns about that requirement because we don't think it's necessary and we think it will preclude people from selecting that option. Thank you.

Beth Myers

Thank you.

Merri Schroeder

Well, I will go next. This is Merri Schroeder and I coordinate the Iowa Teacher Intern License Pathway and I would ask my colleague, Susan Lagos Lavenz, to also jump in at this time. We kind of do things together because we are collaborative. I would just

elaborate on the one point that Peter made and clarifying that we too agree with this completely. And, the elaboration I'd like to make is on that requirement of the 60%. If we do the mathematics or more appropriately, the arithmetic on it, we're really talking about one day per week that these people would have to be substituting in a chemistry position, for example. And if they are, in fact, working in a rural area finding one chemistry teacher a week who is going to be absent from school is pretty unusual. And as Pete said, that would really have to be luck of the draw or if an unfortunate circumstance happened where someone is gone for a whole week. Even if we dropped it to a 40% requirement, we're still talking five days out of each quarter that someone would have to be absent from that position. In rural schools you can have a person who is the chemistry and the physics and the biology and the all-science teacher – how do I now rack up eight hours a quarter to meet this requirement. And the other thing I would add to this is that we believe that people who substitute outside their endorsement are gaining a lot of experience in other content areas and seeing how all of these teaching tools are being used outside of their area. That does nothing but help elaborate on what they know about teaching and learning. And, I think, it also adds a great opportunity for them to become people who integrate other areas into their own. So the more time I spend learning about health, PE and music, the more opportunities I have for bringing that into my math classroom. So, we not only think that it's a redundant requirement or a gatekeeper requirement but without that requirement being in there it allows our students to become broader and more understanding of other content areas.

Beth Myers

Thank you.

Susan Lagos Lavenz

I'm from the University of Iowa Teacher Licensure Pathway Program. Generally speaking, I'm in support of everything that's being said here. I think, just generally, in the spirit of the intern alternative license this is still meeting the needs and making certain that we are getting highly-effective teachers into the classroom and, particularly, into shortage areas which I believe is the intent of the alternative licensing. The other part is that at some point we're happy to share with you the multiple assessments that these people are going through to not only qualify them in their content area but that qualify them in pedagogy well before they need this part of the requirement. We are in full support of the work that they are doing here at the DE but would like to reform some of their thoughts.

Beth Myers

Thank you.

Del Shepard

Del Shepard with Kaplan University. We are going into our seventh year with internship programs. This is an alternative that we could certainly take advantage of. Like Pete said, the large majority of our students come from those rural areas and this would be a very doable kind of approach for people that originally thought they were going to do an internship. But, I also agree that the requirement for the substitute teaching is really

going to be tough to do. We have some people that do substitute teaching but they are pretty limited on what they are able to do in a small school system. The faculty is not that large and like Pete said, if something unfortunate happens they may have the opportunity to substitute a little bit more long term but that's going to be pretty rare. Probably a lot less opportunity there than if it was going to be in a larger metro area. And, I've been working with a student and I came down today just to be supportive and appreciate your efforts.

Beth Myers

Alright, thank you. That now concludes our public comment for the rule.

Merri Schroeder

Can I just underscore one thing?

Beth Myers

Sure.

Merri Schroeder

Whether it's on or off tape, it doesn't matter. That we really are not interested in it being just a waiver – that it really needs to be in the rule as an option.

Beth Myers

Okay. Thank you.

Cunningham, Kim [BOEE]

From: Myers, Beth [BOEE]
Sent: Thursday, September 29, 2011 2:28 PM
To: Cunningham, Kim [BOEE]
Subject: FW: Electronic copy - Teacher Intern Program Providers' Recommendations re: 13.9(7)
Attachments: Notice of Intended Action ARC 9744B.docx

From: Peter Hathaway [<mailto:hathaway@morningside.edu>]
Sent: Thursday, September 29, 2011 2:00 PM
To: Myers, Beth [BOEE]
Cc: merrie.schroeder@uni.edu; susan-lagos-lavenz@uiowa.edu; Crabtree-Groff, Kris [ED]; DShepard@kaplan.edu
Subject: Electronic copy - Teacher Intern Program Providers' Recommendations re: 13.9(7)

Beth,

Attached is the electronic copy of the document that we discussed at yesterday's hearing for subrule 13.9(7). Please note that the minor revisions we discussed at that time are included in this attachment.

Thanks so much for giving us your time and attention yesterday. If you have questions about any of this information, please contact any of us. We look forward to the November board meeting and hope for an adoption of the amendment with our proposed revisions.

On behalf of the ITILP, Kaplan University and Morningside College program providers,

Pete Hathaway

Amendment to subrule 13.9 (7) Requirements to obtain the initial license if the teacher intern does not complete the internship year.

Following is the Notice of Intended Action pertaining to the BOEE's suggested revisions for internship options. The proposed addition (Option #2), item 2, reads as follows:

*'Verification by the approved teacher intern program that the teacher intern successfully completed 40 days of paid substitute teaching of which **at least 60 percent of the time shall be in the intern's endorsement area**'.*

Stated another way, **at least 24 of the 40 days of substituting must be in the candidate's endorsement area.**

Comments – Teacher Intern Program Providers

We believe that this requirement is both unrealistic and unnecessary for the following reasons:

- 1. Teacher interns are immersed in content. Most of them come 'pre-packaged' with a strong academic background and work experiences in their content areas, and some have advanced degrees in their content as well.*
- 2. The interns who take option 2 in the absence of a paid internship will have 40 days of co-teaching in their content fields, during which they will focus on standards in their endorsement areas, lesson and unit design in their endorsement areas, methodology specific to their endorsement areas, and assessment specific to their endorsement areas.*
- 3. During the 40 days of substitute teaching, teacher interns will have ample opportunities to practice the following skills and dispositions, regardless of the content they may be teaching: classroom management, time management, effective instructional practices, student engagement, teaching to diverse learners, implementing lesson plans, flexibility, and many more. Of course, these same skills and dispositions will also be addressed during the co-teaching experience.*
- 4. It is unrealistic to think that a substitute teacher will be able to find 60% of the required substitute teaching days in a specific content field. This stipulation would negate the legitimacy of this option for many interns, and it seems unnecessary. Interns will naturally want to substitute as much as possible in their content fields, but an absolute percentage of days should not be a pre-requisite for program completion.*
- 5. The Preliminary Professional Career Authorization, which is nearing adoption by the BOEE, requires a bachelor's degree in a content area, 5 years of work experience in that area, and no disqualifying criminal convictions in order for someone to begin teaching. That is a much lower standard than the proposed option for teacher interns.*
- 6. We believe that candidates who experience other content areas during substitute teaching are more likely to integrate other subject areas into their own when they become teachers. It is difficult to integrate content when you have little to no experience in other areas. Also, different content areas can require different management strategies. It is a great thing for candidates to experience a breadth of strategies and how people do things in other content areas. We believe those who substitute in other content areas gain an appreciation for other subject areas, which, in turn, can create a better empathic atmosphere among faculty.*

ARC 9744B

EDUCATIONAL EXAMINERS BOARD [282]

Notice of Intended Action

Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1) "b." Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.

Pursuant to the authority of Iowa Code section 272.2, the Board of Educational Examiners hereby gives Notice of Intended Action to amend Chapter 13, "Issuance of Teacher Licenses and Endorsements,"

Iowa Administrative Code.

This amendment addresses the issue of prospective interns who are unable to secure a paid intern position. In order for a person to teach on an intern license, the person must hold a paid position as an intern. There has been an increase in interns who are unable to secure paid positions, most likely as a result of the slow economy.

Any interested party or persons may present their views either orally or in writing at the public hearing that will be held Wednesday, September 28, 2011, at 1 p.m. in Room 3 Southwest, Third Floor, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa.

At the hearing, persons will be asked to give their names and addresses for the record and to confine their remarks to the subject of the proposed amendment. Persons who wish to make oral presentations at the public hearing may contact the Executive Director, Board of Educational Examiners, Grimes State Office Building, East 14th Street and Grand Avenue, Des Moines, Iowa 50319-0147, or at (515)281-5849, prior to the date of the public hearing.

Any person who intends to attend the public hearing and requires special accommodations for specific needs, such as a sign language interpreter, should contact the office of the Executive Director at (515)281-5849.

Any interested person may make written comments or suggestions on the proposed amendment before 4 p.m. on Friday, September 30, 2011. Written comments and suggestions should be addressed to Kim Cunningham, Board Secretary, Board of Educational Examiners, at the above address, or sent by E-mail to kim.cunningham@iowa.gov, or by fax to (515)281-7669.

After analysis and review of this rule making, no adverse impact on jobs has been found. This rule promotes training for teachers and recruits high quality individuals to the education profession. This amendment is intended to implement Iowa Code chapter 272.

The following amendment is proposed.

Amend subrule 13.9(7) as follows:

13.9(7) *Requirements to obtain the initial license if the teacher intern does not complete the internship year.*

a. An initial license shall be issued upon application provided that the teacher intern has met all ~~of the following requirements~~ one of the following options:

(1) Option #1:

- ~~a.~~ 1. Successful completion of the coursework and competencies in the teacher intern program approved by the state board of education; and
- ~~b.~~ 2. Verification by a college or university that the teacher intern successfully completed the college's or university's state-approved student teaching requirements; and
- ~~c.~~ 3. Recommendation by a college or university offering an approved teacher intern program that the individual is eligible for an initial license.

(2) Option #2:

- 1. Successful completion of the coursework and competencies in the teacher intern program approved by the state board of education; and
- 2. Verification by the approved teacher intern program that the teacher intern successfully completed 40 days of paid substitute teaching of which at least 60 percent of the time shall be in the intern's endorsement area; and
- 3. Verification by the teacher intern program that the teacher intern successfully completed 40 days of co-teaching; and
- 4. Recommendation by the approved teacher intern program that the individual is eligible for an initial license.

~~a.~~ *b.* At the board's request, the teacher intern shall provide to the board information including, but not limited to, the teacher intern selection and preparation program, institutional support, local school district mentor, and local school district support.

Suggested Modifications and Considerations for IAC 282-13.9(7) Option #2

- 1. *Eliminate the following from Option #2 (2): of which at least 60 percent of the time shall be in the intern's endorsement area, for the reasons outlined in the comments on page 1 of this document.*
- 2. *Require teacher candidates who select Option #2 to secure a Teacher Intern License for the year in which they complete the option.*
- 3. *Based on their standing in the Teacher Intern program and the possession of a Teacher Intern License, allow teacher candidates who select Option #2 to accept substitute assignments for extended periods of time (beyond the five-day Substitute Authorization limit).*

MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: Amend IAC 282 Chapter 11.35 Application Denial and appeal and Chapter 25.3(1) Standard I—conviction of crimes, sexual or other immoral conduct with or toward a student, and child and dependent adult abuse – Notice

SF 120 amended Iowa Code 272.2, subsection 14, paragraph b, subparagraph (1), to reflect the current language; therefore it must be changed in the Board rules where it was referenced.

282—11.35(272) Application denial and appeal. The executive director is authorized by Iowa Code section 272.7 to grant or deny applications for licensure. If the executive director denies an application or an initial or exchange license, certificate, or authorization, the executive director shall send to the applicant by regular first-class mail written notice identifying the factual and legal basis for denying the application. If the executive director denies an application to renew an existing license, certificate, or authorization, the provisions of rule 282—11.36(272) shall apply.

11.35(1) Mandatory grounds for license denial. The executive director shall deny an application based on the grounds set forth in Iowa Code section 272.2(14), including:

- a. The license application is fraudulent.
- b. The applicant's license or certification from another state is suspended or revoked.
- c. The applicant fails to meet board standards for application or for license renewal.
- d. The applicant is less than 21 years of age, except that a coaching authorization or paraeducator certificate may be issued to an applicant who is 18 years of age or older, as provided in Iowa Code sections 272.12 and 272.31. A student enrolled in a practitioner preparation program who meets board requirements for a temporary, limited purpose license and who is seeking to teach as part of the practicum or internship may be less than 21 years of age.
- e. The applicant has been convicted of one of the disqualifying criminal convictions set forth in paragraph 11.35(2) "a."

11.35(2) Conviction of a crime and founded child abuse.

a. *Disqualifying criminal convictions.* The board shall deny an application for licensure if the applicant or licensee has been convicted, has pled guilty to, or has been found guilty of the following criminal offenses, regardless of whether the judgment of conviction or sentence was deferred:

- (1) Any of the following forcible felonies included in Iowa Code section 702.11: child endangerment, assault, murder, sexual abuse, or kidnapping;

(2) Any of the following criminal sexual offenses, as provided in Iowa Code chapter 709, involving a child:

1. First-, second- or third-degree sexual abuse committed on or with a person who is under the age of 18;
2. Lascivious acts with a child;
3. Assault with intent to commit sexual abuse;
4. Indecent contact with a child;
5. Sexual exploitation by a counselor; or
6. Lascivious conduct with a minor;
7. Enticing a minor under section 710.10; or
8. Human trafficking under section 710A.2;

(3) Incest involving a child as prohibited by Iowa Code section 726.2;

(4) Dissemination and exhibition of obscene material to minors as prohibited by Iowa Code section 728.2; or

(5) Telephone dissemination of obscene material to minors as prohibited by Iowa Code section 728.15;

(6) Any offense specified in the laws of another jurisdiction, or any offense that may be prosecuted in federal, military, or foreign court, that is comparable to an offense listed in this paragraph a; or

(7) Any offense under prior laws of this state or another jurisdiction, or any offense under prior law that was prosecuted in a federal, military, or foreign court, that is comparable to an offense listed in this paragraph a.

282—25.3(272) Standards of professional conduct and ethics. Licensees are required to abide by federal, state, and local laws applicable to the fulfillment of professional obligations. Violation of federal, state, or local laws in the fulfillment of professional obligations constitutes unprofessional and unethical conduct which can result in disciplinary action by the board. In addition, it is hereby deemed unprofessional and unethical for any licensee to violate any of the following standards of professional conduct and ethics:

25.3(1) Standard I—conviction of crimes, sexual or other immoral conduct with or toward a student, and child and dependent adult abuse. Violation of this standard includes:

a. Fraud. Fraud means the same as defined in rule 282—25.2(272).

b. Criminal convictions. The commission of or conviction for a criminal offense as defined by Iowa law ~~or the laws of any other state or of the United States~~, provided that the offense is relevant to or affects teaching or administrative performance.

(1) Disqualifying criminal convictions. The board shall deny an application for licensure and shall revoke a previously issued license if the applicant or licensee has, on or after July 1, 2002, been convicted of, has pled guilty to, or has been found guilty of the following criminal offenses, regardless of whether the judgment of conviction or sentence was deferred:

1. Any of the following forcible felonies included in Iowa Code section 702.11: child endangerment, assault, murder, sexual abuse, or kidnapping;

2. Any of the following criminal sexual offenses, as provided in Iowa Code chapter 709, involving a child:

- First-, second- or third-degree sexual abuse committed on or with a person who is under the age of 18;
- Lascivious acts with a child;
- Assault with intent to commit sexual abuse;
- Indecent contact with a child;
- Sexual exploitation by a counselor;
- Lascivious conduct with a minor; ~~or~~
- Sexual exploitation by a school employee;
 - Enticing a minor under section 710.10; or
 - Human trafficking under section 710A.2;

3. Incest involving a child as prohibited by Iowa Code section 726.2;

4. Dissemination and exhibition of obscene material to minors as prohibited by Iowa Code section 728.2; ~~or~~

5. Telephone dissemination of obscene material to minors as prohibited by Iowa Code section 728.15;

6. Any offense specified in the laws of another jurisdiction, or any offense that may be prosecuted in federal, military, or foreign court, that is comparable to an offense listed in this subparagraph (1); or

7. Any offense under prior laws of this state or another jurisdiction, or any offense under prior law that was prosecuted in a federal, military, or foreign court, that is comparable to an offense listed in this subparagraph (1).

I recommend that the proposed rule to amend Chapter 11.35 Application Denial and Appeal and Chapter 25 Human Trafficking be filed under Notice of Intended Action.

MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: Amend IAC 282 Various Chapters – Notice

Iowa Code sections 622.10 and 622.11, the rules of evidence, the Iowa Code of Professional Responsibility, and case law.

Item 4 - IAC 282 Chapter 10

282—10.1 – 10.2 Strike all occurrences of the work Supplemental from these two subsections of chapter 10. Strike all occurrences of the number 56.1 in these two subsections of chapter 10 and replace with the numbers 1.305.

Item 5 - IAC 282 11.2

Definitions. Except where otherwise specifically defined by law:

“*Board*” means the board of educational examiners.

“*Complainant*” means any qualified party who files a complaint with the board.

“*Contested case*” means a proceeding defined by Iowa Code section 17A.2(5) and includes any matter defined as a no factual dispute contested case under ~~1998 Iowa Acts, chapter 1202, section 14.~~ Iowa Code section 17A.10A.

“*Issuance*” means the date of mailing of a decision or order or date of delivery if service is by other means unless another date is specified in the order.

“*Party*” means each person or agency named or admitted as a party or properly seeking and entitled as of right to be admitted as a party.

“*Presiding officer*” means an administrative law judge from the Iowa department of inspections and appeals or the full board or a three-member panel of the board.

“*Proposed decision*” means the presiding officer’s recommended findings of fact, conclusions of law, decision, and order in a contested case in which the full board did not preside.

“*Respondent*” means any individual who is charged in a complaint with violating the criteria of professional practices or the criteria of competent performance.

Item 6 - IAC 282 11.4(1)d(3) Complaint

(1)d(3) Has not met a reporting requirement stipulated by Iowa Code section 272.15 ~~as amended by 2007 Iowa Acts, Senate File 588, section 33,~~ Iowa Code section 279.43, 281—subrule 102.11(2), 282—Chapter 11, or 282—Chapter 25; or

Item 7 - IAC 282 11.11(2) Disqualification

(2) The term “personally investigated” means taking affirmative steps to interview witnesses directly or to obtain documents or other information directly. The term “personally investigated” does not include general direction and supervision of assigned investigators, unsolicited receipt of information which is relayed to assigned investigators, review of another person’s investigative work product in the course of determining whether there is probable cause to initiate a proceeding, or exposure to factual information while performing other agency functions, including fact gathering for purposes other than investigation of the matter which culminates in a contested case. Factual information relevant to the merits of a contested case received by a person who later serves as presiding officer in that case shall be disclosed if required by Iowa Code section 17A.17 ~~as amended by 1998 Iowa Acts, chapter 1202, section 19,~~ and subrules 11.11(3) and 11.24(9).

Item 8 - IAC 282 11.11(4) *Disqualification*

If a party asserts disqualification on any appropriate ground, including those listed in subrule 11.11(1), the party shall file a motion supported by an affidavit pursuant to 1998 Iowa Acts, chapter 1202, section 19(7). Iowa Code Section 17A.17(7) The motion must be filed as soon as practicable after the reason alleged in the motion becomes known to the party.

If the presiding officer determines that withdrawal is not required, the presiding officer shall enter an order to that effect. A party asserting disqualification may seek and interlocutory appeal under rule 282 – 11.26 (17A, 272) and seek a stay under rule 282 – 11.30(17A, 272).

Item 9 - IAC 282 11.23(6) *Default*

(6) “Good cause” for purposes of this rule shall have the same meaning as “good cause” for setting aside a default judgment under Iowa Rule of Civil Procedure ~~236~~ 1.977.

Item 10 - IAC 282 11.30(2) *Stays of board actions.*

(2) *When granted.* In determining whether to grant a stay, the executive director or presiding officer shall consider the factors listed in ~~1998 Iowa Acts, chapter 1202, section 23(5e).~~ Iowa Code Section 17A.19(5).

Item 11 - IAC 282 11.35(3) *Fraudulent applications*

(3) An application shall be considered fraudulent pursuant to Iowa Code section ~~272.6(4) 272.2(14)b(3)~~ if it contains any false representation of a material fact or any omission of a material fact which should have been disclosed at the time of application for licensure or is submitted with a false or forged diploma, certificate, affidavit, identification, or other document material to the applicant’s qualification for licensure or material to any of the grounds for denial set forth in Iowa Code sections ~~272.2(14) and 272.6.~~

Item 12 - IAC 282 11.38(1) *Method of reporting.*

(1) A report of misconduct made by the director, pursuant to Iowa Code ~~Supplement~~ section ~~256.9(56),~~ or made by an employee of the department of education, pursuant to Iowa Code Supplement section 272.15(2), shall comply with the requirements of subrule 11.37(1).

Strike the word supplement and do not replace it.
Strike 256.9(56) and replace it with 256.9(52).

Item 13 - IAC 282 13.15(4) *Specific requirements for a substitute teacher's license.*

(4) Written documentation of the requirements ~~listed in "1" to "3" above~~ 13.15(1) to 13.15(3), provided by the official at the institution where the individual is completing the approved school guidance counseling program and forwarded to the Iowa board of educational examiners with the application form for licensure.

Item 14 - IAC 282 13.21(3) *Human relations requirements for practitioner licensure.*

(3) Credit for the human relations requirement shall be given for licensed persons who can give evidence that they have completed a human relations program which meets board of educational examiners criteria (see rule ~~282—13.24(272)~~ 13.22).

Item 15 - IAC 282 15.7(6)a *Orientation and mobility specialist.*

a. The holder of this license is authorized to teach pupils with a visual impairment (see Iowa Code section ~~256B.8~~ 256B.2), including those pupils who are deaf-blind.

Item 16 - IAC 282 17.2(2)f *Requirements for the initial career and technical secondary license.*

(2)f. An approved human relations course as described in rule ~~282—13.26(272)~~ 13.22.

Item 17 - IAC 282 20.3(3)

(3) *Background check.* Every renewal applicant is required to submit a completed application form with the applicant's signature to facilitate a check of the sex offender registry information under Iowa Code section ~~692A.13~~ 692A.121, the central registry for child abuse information established under Iowa Code chapter 235A, and the dependent adult abuse records maintained under Iowa Code chapter 235B. The board may assess the applicant a fee no greater than the costs associated with obtaining and evaluating the background check.

Item 18 - IAC 282 23.1(1)c(1) *Qualifications*

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

Item 19 - IAC 282 25.3(3)d

(3)d. Falsifying any records or information submitted to the board in compliance with the license renewal requirements imposed under ~~282—Chapter 17~~ 20.

I recommend that the proposed rule to amend the various chapters (clean up) be filed under Notice of Intended Action.

Petition for Waiver

Name: Martha Veronica Limon

Folder: 965679

Holds a substitute authorization and paraeducator certificate.

Reason for Waiver: Ms. Limon would like to be able to substitute on the 5th grade level even though it is not in a middle school building.

Rule Citation: 282—22.2(272)Substitute authorization.

A substitute authorization allows an individual to substitute in a middle school, junior high school, or high school for no more than five consecutive days in one job assignment. An individual who holds a paraeducator certificate and completes the substitute authorization program is authorized to substitute only in the special education classroom in which the individual paraeducator is employed. This special education classroom may be on the preschool or elementary school level as well as the middle school, junior high school or high school level.

Rationale:

Ms. Limon completed the teacher preparation program through William Penn University in December 2010. Ms. Limon had not passed the Praxis II test which is required for the initial license. Ms. Limon was inadvertently issued the substitute license. Thus she substituted second semester. Then when the BOEE found out that she had been issued the substitute license even though she had not passed the Praxis test, the BOEE voided the substitute teaching license and issued a substitute authorization instead. Ms. Limon would like the ability to substitute up to five consecutive days in the 5th grade position for which she was hired until she is able to pass the Praxis test and obtain her initial teaching license for the general elementary classroom.

Hardship: Ms. Limon was under contract with the West Liberty Schools to teach an elementary classroom in Spanish. She is working with ETS, the testing company, to obtain accommodations to help her pass the Praxis test since she is not a native English speaker. However, the testing company has not yet recognized her right to take the test with accommodations.

Prejudice to others:

Ms. Limon does not believe there would be any prejudice to others. She believes there would be people who would benefit. Individuals who hold the substitute authorization may substitute in 5th grades which are designated as a middle school so she would like the same opportunity even though her school is designated as an elementary school.

Safety and welfare of others:

Ms. Limon believes the granting of this waiver would afford her the protection needed as a Hispanic and non-naïve English speaker. She indicates she has passed the cut scores for language arts and math but not for social studies and science. Ms. Limon indicates that math and literacy are the two most important contest areas per NCLB. Ms. Limon believes the students would benefit from her substituting since the students spend half their day with Spanish as the language of instruction for all core content areas.

Recommendation: Deny the waiver.

The Board developed the substitute authorization to help school districts in need of substitutes for the secondary level. The school districts did not have difficulty in finding substitutes for the elementary level. The Board also discussed requiring the substitute teacher to have more preparation in order to substitute on the elementary level. The Board has been firm in its stance to require completion of a teacher preparation program in order to substitute on the elementary level.

Ms. Limon has not provided documentation on the 5th grade classroom to indicate how this situation would be the equivalent of a middle school classroom. She indicates that the students spend half their day with Spanish as the language of instruction for all core content areas. It appears that this is a self contained classroom and not the variety of settings utilized in a middle school.

Hardship:

There is a concern that Ms. Limon indicates she was issued a contract to teach in West Liberty. She indicated that she was hired with the belief that she would have until the end of first semester to pass the Praxis II test. Ms. Limon was inadvertently issued a substitute teaching license which allowed her to substitute on the elementary level. However, the Praxis II test is federally mandated in order for individuals to meet the Highly Qualified Teacher status of NCLB. Ms. Limon should not have received the substitute teaching license since she had not passed the Praxis test. Ms. Limon indicates that she has been working with ETS in order to obtain special accommodations. Ms. Limon should continue to work with ETS and continue to study and prepare to pass the test so she may become a licensed teacher.

Prejudice to others:

It would be prejudicial to other holders of the substitute authorization to allow Ms. Limon to substitute in the 5th grade elementary classroom when others have been informed that they may not substitute on the elementary level.

Safety and welfare of others:

Ms. Limon was hired to substitute for one semester until she had passed the Praxis test. The school district has hired another individual to substitute until Ms. Limon passes the test. Thus if Ms. Limon is allowed to substitute in this classroom, she would be substituting for a substitute. To protect the welfare of the students, it would be beneficial to hire a properly licensed teacher who can demonstrate proficiency in the core content areas.

Petition for Waiver

Name: Margie Hansen

Folder: 988639

Holds a standard teaching license with the endorsement for secondary English and a Class B license with the endorsement for secondary Spanish which expires November 30, 2011.

Reason for Waiver: Ms. Hansen would like to waive the requirement for completion of the methods of teaching foreign language class based on her experience.

Rule Citation: 282—13.29(272) Adding, removing or reinstating a teaching endorsement.

13.29(1) Adding an endorsement.

After the issuance of a teaching license, an individual may add other endorsements to that license upon proper application, provided current requirements for that endorsement have been met. An updated license with expiration date unchanged from the original or renewed license will be prepared.

b. Additional requirements for adding an endorsement.

(1) In addition to meeting the requirements listed in rules 282—13.18(272) and 282—13.28(272), applicants for endorsements shall have completed a methods class appropriate for teaching the general subject area of the endorsement added.

Rationale:

Ms. Hansen majored in English and minored in Spanish in South Dakota. She has been teaching Spanish under a Class B conditional license for two years.

Ms. Hansen attached a letter from her principal and his evaluation of her teaching. She believes her preparation in teaching, her linguistics classes, her ESL course work, and her observations in Spanish classrooms have prepared her for teaching foreign language.

Hardship: Ms. Hansen is working on the ESL endorsement requirements and would need to discontinue the course work in order to meet the requirement for the methods class.

Prejudice to others:

Ms. Hansen does not believe there would be any prejudice to others

Safety and welfare of others:

Ms. Hansen believes the granting of this waiver would benefit all involved.

Recommendation: Approve the waiver.

Ms. Hansen has been teaching Spanish proficiently during the two years of the Class B license. The administrator's evaluations indicate that Ms. Hansen understands the competencies that would be included in a methods class.

Hardship:

Ms. Hansen obtained her teaching license in 2009. She obtained her Class B license in 2009 also. She has had two years to complete the methods class but instead chose to complete course work for an additional endorsement. She applied to add the Spanish endorsement on August 17, 2011, without completing any additional Spanish course work since 2009. At that time she was informed that she had not met the requirement for the methods class. Thus Ms. Hansen has not been timely with completing the deficiencies for the endorsement. She should not claim a hardship when she has not attempted to complete the requirements during the term of her Class B license.

Prejudice to others:

The Board has approved similar waivers:

01-02 Beers- health

02-23 Yusten-speech

03-04 Vander Woude- multicategorical

09-06 Torres-Spanish

Safety and welfare of others:

Ms. Hansen meets the Iowa teaching standards which include standards in methodology so the students' welfare is protected.

Petition for Waiver

Name: Ashley Hansen

Folder: 970335

Currently enrolled in the teacher intern program. Holds substitute authorization and coaching authorization.

Reason for Waiver: Ms. Hansen has not been able to obtain an internship which is part of the Morningside College teacher intern program. Ms. Hansen would like to request the option to fulfill the requirements for the internship through substitute teaching and co-teaching.

Rule Citation for teacher intern license:

282-13.9(5) Local school district requirements. The local school district shall:

- a. Provide an offer of employment to an individual who has been evaluated by a college or university for eligibility or acceptance in the teacher intern program.
- b. Participate in a mentoring and induction program.
- c. Provide a district mentor for the teacher intern.
- d. Provide other support and supervision, as needed, to maximize the opportunity for the teacher intern to succeed.
- e. Not overload the teacher intern with extracurricular duties not directly related to the teacher intern's teaching assignment.
- f. Provide evidence to the board from a licensed evaluator that the teacher intern is participating in a mentoring and induction program.
- g. At the board's request, provide information including, but not limited to, the teacher intern selection and preparation program, institutional support, local school district mentor, and local school district support

Rule Citation for substitute authorization:

282—22.2(272) Substitute authorization. A substitute authorization allows an individual to substitute in a middle school, junior high school, or high school for no more than five consecutive days in one job assignment.

Option for alternative to internship year.

- 40 days of paid substitute teaching
- Regular meetings with college supervisor
- 40 consecutive days of co-teaching with master teacher
- 4 hour seminar
- Summative recommendation
- Postpone mentoring until holds initial license

Hardship: Ms. Hansen would have to wait a year if she does not have a paid internship possibility since Morningside works with cohorts. She would lose the

connection with the other cohort members. This would be a break in the continued learning and utilization of the learning. The program would take much longer than two years. She would have to begin repaying her student loan and she would have a loss of income.

Prejudice to others:

No

Safety and welfare of others:

All of the safeguards for student teaching would be in place for this option to the internship. Ms. Hansen has already completed a background check. She would be evaluated by the college supervisor.

Recommendation: Approve the waiver.

The Board has filed for notice rules that will allow the option of substitute teaching and co-teaching for individuals who are not able to find an internship through the teacher intern program. The hearing was held and the Board will move for adoption of the rules in November. Approving the waiver will just provide the same option that will be in effect once the rules are adopted.

Hardship: Ms. Hansen's degree is in business which is not a shortage area so it is difficult to find an internship possibility in this endorsement area.

Prejudice to others:

No

Safety and welfare of others:

Ms. Hansen has held a substitute authorization and coaching license so she has completed the background check information and has worked with students in these capacities. The college supervisor and co-teacher will provide for the public health, safety and welfare of others.

Petition for Waiver

Name: Brenda Hillman

Folder: 1001564

Has applied for administrative licensure in Iowa.

Reason for Waiver: Ms. Hillman does not have the three years of teaching experience required for the administrative license.

Rule Citation 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.

18.6(1)

Specific requirements.

A one-year nonrenewable administrator exchange license may be issued to an individual who completes the requirements in paragraphs 18.4(2) "a" through "*f*" and satisfies the following:

- a.* Has completed a state-approved, regionally accredited administrator preparation program in a college or university approved by the state board of education or the state licensing agency in the individual's preparation state; and
- b.* Has the recommendation for the specific license and endorsement(s) from the designated recommending official at the recognized non-Iowa institution where the preparation was completed; and
- c.* Holds and submits a copy of a valid regular administrator certificate or license in the state in which the preparation was completed, exclusive of a temporary, emergency or substitute license or certificate; and
- d.* Meets the experience requirements for the administrator endorsement(s). Verified successful completion of three years of full-time teaching experience in other states, on a valid license, shall be considered equivalent experience necessary for the principal endorsement. Verified successful completion of six years of full-time teaching and administrative experience in other states, on a valid license, shall be considered equivalent experience for the superintendent endorsement provided that at least three years were as a teacher and at least three years were as a building principal or other PK-12 districtwide administrator;

Rationale:

Ms. Hillman has served 12 years in K-12 private school administration in South Carolina. She has 15 years of collegiate administrative experience.

Hardship: Ms. Hillman is currently serving as an administrator at Iowa Christian Academy and if the waiver is not granted, her employment would be at risk.

Prejudice to others:

No

Safety and welfare of others:

Ms. Hillman would be able to continue her service to the constituents of Iowa Christian Academy.

Recommendation: Deny the waiver.

Ms. Hillman has submitted an incomplete application for licensure on October 4, 2011. She completed a master's degree in physical education from Georgia Southern University and a post graduate course work at Argosy University in Florida in Educational Leadership. She does not hold an out of state teaching or administrative license. The license was not required to serve as an administrator in a private school.

Hardship: Ms. Hillman would have to complete one additional year of teaching experience in order to be eligible to serve as an administrator in Iowa.

Prejudice to others:

Other waivers regarding teaching experience for administrative licensure:

01-03 William Smith-denied- only 1 year teaching experience

02-26 Chad Steimle-approved-had experience teaching religion in schools which didn't require licensure

02-27 Edwin Termerende-denied-no experience

04-03 Gregory Davis-denied-substitute experience only

05-01 Sandra LaRue-denied- no experience

10-08 Shereen Bender-denied- 2 years teaching experience

Safety and welfare of others:

There would be no effect on public health, safety and welfare if the waiver is approved or denied. Ms. Hillman has passed the background check.

Petition for Waiver

Name: Patrick Beyer

Folder: 997103

Holds a teacher intern license for all social science. Holds a substitute authorization.

Reason for Waiver: Mr. Beyer has not been able to obtain an internship which is part of the Morningside College teacher intern program. Mr. Beyer would like to request the option to fulfill the requirements for the internship through substitute teaching and co-teaching.

Rule Citation for teacher intern license:

282-13.9(5) Local school district requirements. The local school district shall:

- a. Provide an offer of employment to an individual who has been evaluated by a college or university for eligibility or acceptance in the teacher intern program.
- b. Participate in a mentoring and induction program.
- c. Provide a district mentor for the teacher intern.
- d. Provide other support and supervision, as needed, to maximize the opportunity for the teacher intern to succeed.
- e. Not overload the teacher intern with extracurricular duties not directly related to the teacher intern's teaching assignment.
- f. Provide evidence to the board from a licensed evaluator that the teacher intern is participating in a mentoring and induction program.
- g. At the board's request, provide information including, but not limited to, the teacher intern selection and preparation program, institutional support, local school district mentor, and local school district support

Rule Citation for substitute authorization:

282—22.2(272) Substitute authorization. A substitute authorization allows an individual to substitute in a middle school, junior high school, or high school for no more than five consecutive days in one job assignment.

Option for alternative to internship year.

- 40 days of paid substitute teaching
- Regular meetings with college supervisor
- 40 consecutive days of co-teaching with master teacher
- 4 hour seminar
- Summative recommendation
- Postpone mentoring until holds initial license

Hardship: Mr. Beyer would have to wait a year if he does not have a paid internship possibility since Morningside works with cohorts. He would lose the

connection with the other cohort members. This would be a break in the continued learning and utilization of the learning. The program would take much longer than two years. He would have to begin repaying his student loan and he would have a loss of income.

Prejudice to others:

No

Safety and welfare of others:

All of the safeguards for student teaching would be in place for this option to the internship. Mr. Beyer has already completed a background check. He would be evaluated by the college supervisor.

Recommendation: Approve the waiver.

The Board has filed for notice rules that will allow the option of substitute teaching and co-teaching for individuals who are not able to find an internship through the teacher intern program. The hearing was held and the Board will move for adoption of the rules in November. Approving the waiver will just provide the same option that will be in effect once the rules are adopted.

Hardship: Mr. Beyer's degree is in social studies which is not a shortage area so it is difficult to find an internship possibility in this endorsement area.

Prejudice to others:

No. Other waiver requests have been granted.

Safety and welfare of others:

Mr. Beyer holds a substitute authorization so he has completed the background check. The college supervisor and co-teacher will provide for the public health, safety and welfare of others.

MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: Reports and Approvals – Legislative Report Pre-filed Bills

Please review the attached bills and I recommend approval for submission as a pre-filed bill for the agency.

Program Approval

1 Sec. 1. Section 272.25, is amended to read as follows:

2 Sec. 2. No later than January 1, ~~1991, the state board of education,~~ 2013 the board of
3 educational

4 examiners shall adopt rules pursuant to chapter 17A to implement the following for approved
5 practitioner preparation programs:

6 1. A requirement that each student admitted to an approved practitioner preparation
7 program must 6 participate in field experiences that include both observation and participation in
8 teaching activities in a 7 variety of school settings. These field experiences shall comprise a total
9 of at least fifty hours in

10 duration, at least ten hours of which shall occur prior to a student's acceptance in an approved
11 practitioner preparation program. The student teaching experience shall be a minimum of
12 twelve weeks 10 in duration during the student's final year of the practitioner preparation
13 program.

14 2. A requirement that faculty members in professional education maintain an ongoing
15 involvement in activities in elementary, middle, or secondary schools. The activities shall
16 include at 13 least forty hours of team teaching during a period not exceeding five years in
17 duration at the

18 elementary, middle, or secondary level.

19 3. A requirement that the program include instruction in skills and strategies to be used in
20 classroom management of individuals, and of small and large groups, under varying
21 conditions; skills 17 for communicating and working constructively with pupils, teachers,
22 administrators, and parents; and 18 skills for understanding the role of the board of education
23 and the functions of other education

24 agencies in the state. The requirement shall be based upon recommendations of the
25 department of

26 education after consultation with teacher education faculty members in colleges and
27 universities.

28 4. A requirement that prescribes minimum experiences and responsibilities to be
29 accomplished

30 during the student teaching experience by the student teacher and by the cooperating teacher
31 based

32 upon recommendations of the department of education after consultation with teacher
33 education

34 faculty members in colleges and universities. The student teaching experience shall include
35 opportunities for the student teacher to become knowledgeable about the Iowa teaching
36 standards,

37 including a mock evaluation performed by the cooperating teacher. The mock evaluation
38 shall not be 27 used as an assessment tool by the practitioner preparation program. The student
39 teaching experience 28 shall consist of interactive experiences involving the college or
40 university personnel, the student

41 teacher, the cooperating teacher, and administrative personnel from the cooperating teacher's
42 school

43 district.

44 5. A requirement that each approved practitioner preparation or professional development
45 institution annually offer a workshop of at least one day in duration for prospective
46 cooperating

47 teachers. The workshop shall define the objectives of the student teaching experience, review
48 the

34 responsibilities of the cooperating teacher, and provide the cooperating teacher other
information and 35 assistance the institution deems necessary.

S.F./H.F. ____ pg 2

1 6. A requirement that practitioner preparation students receive instruction in the use of
2 electronic technology for classroom and instructional purposes.

3 7. A requirement that approved practitioner preparation institutions annually solicit the
views of

4 the education community regarding the institution's practitioner preparation programs.

5 8. A requirement that an approved practitioner preparation institution submit evidence
that the

6 college or department of education is communicating with other colleges or departments in the
7 institution so that practitioner preparation students may integrate teaching methodology with
subject

8 matter areas of specialization.

9 9. A requirement that an approved practitioner preparation program submit evidence that
the

10 evaluation of the performance of a student teacher is a cooperative process that involves both
the

11 faculty member supervising the student teacher and the cooperating teacher. The rules shall
require 12 that each institution develop a written evaluation procedure for use by the cooperating
teacher and a 13 form for evaluating student teachers, and require that a copy of the completed
form be included in the 14 student teacher's permanent record.

15 Sec. 2. Section 256.7, subsection 3, is amended by striking the subparagraph and
renumbering as

16 necessary.

17 Sec. 3. Section 256.7, subsection 22, is amended by striking the subparagraph and
renumbering as

18 necessary.

19 Sec. 4. Section 256.7, subsection 27, is amended by striking the subparagraph and
renumbering as

20 necessary

21 Sec. 5. Section 272.2 is amended by adding the following new subparagraphs:

22 NEW SUBPARAGRAPH. (19) Adopt rules and procedures for the approval and
disapproval

23 of practitioner preparation programs and professional development programs offered in this
state by

24 practitioner preparation institutions located within or outside this state and by area education
25 agencies. Procedures provided for approval of programs shall include procedures for
enforcement of 26 the board adopted standards and shall not include a procedure for the waiving
of any of the standards. 27 The board may establish by rule and collect from practitioner
preparation institutions located outside
28 this state an amount equivalent to the board's necessary travel and actual expenses incurred
while
29 engaged in the program approval process for the institution located outside this state.

Amounts

30 collected under this subsection shall be deposited with the executive director of the board.

31 NEW SUBPARAGRAPH. (20) Adopt rules and a procedure for the approval of para-
educator 32 preparation programs offered by a public school district, area education agency,
community college, 33 institution of higher education under the state board of regents, or an
accredited private institution as

34 defined in section 261.9, subsection 1. The programs shall train and recommend individuals
for para-35 educator certification under section 272.12.

1 NEW SUBPARAGRAPH. (21) Adopt by rule the Iowa standards for school
administrators

2 including, but not limited to, knowledge and skill criteria, and administration preparation
programs.

3 Sec. 5. Section 256.16 is amended by striking the paragraph.

4 Sec. 6. NEW SECTION. 272.26 Specific criteria for teacher preparation.

5 1. The board shall adopt, under Iowa Code section 17A rules requiring all higher
education

6 institutions providing approved practitioner preparation programs to do the following:

7 a. Administer a basic skills test to practitioner preparation program admission
candidates. Rules 8 adopted shall require institutions to deny admission to the program to any
candidate who does not

9 successfully pass the test.

10 b. Include preparation in reading programs, including reading recovery, and integrate
reading

11 strategies into content area methods coursework.

12 c. Include in the professional education program, preparation that contributes to the
education of 13 students with disabilities and students who are gifted and talented, and
preparation in classroom

14 management addressing high-risk behaviors including, but not limited to, behaviors related to
15 substance abuse. Preparation required under this paragraph must be successfully completed
before 16 graduation from the practitioner preparation program.

17 2. A person initially applying for a license shall successfully complete a professional
education

18 program containing the subject matter in this section, before the initial licensure action by the
board 19 of educational examiners takes place.

20 Sec. 7. Section 256.33, subsection 2, paragraph e, is amended by striking the paragraph.

21 Sec. 8. Section 256.9, subsection 51 is amended to read as follows:

22 Develop Iowa standards for school administrators, including knowledge and skill criteria, and
23 develop, based on the Iowa standards for administrators, mentoring and induction, evaluation

24 processes, and professional development plans pursuant to chapter 284A. ~~The criteria shall~~
~~further~~ 25 ~~define the characteristics of quality administrators as established by the Iowa~~
~~standards for school~~
26 ~~administrators.~~

Iowa is the only state in the nation that two separate agencies approve educator preparation requirements. In Iowa the Department of Education approves educator programs and the Board of Educational Examiners sets the licensure standards. This has led to inconsistencies and conflict. More than twenty years ago when the Board was created approval of preparation programs was to be by the Board, however it is believed that there was a compromise that gave us our current structure. In fact within the Board's section, specifically 272.25, there is language governing preparation programs. The Board could have a greater impact during the current change initiatives. Making these changes would solidify the education community and increase communication between all entities. As part of this change one to two members from higher education could be added to the Board to provide representation to the Board.

Senior Year Plus

1 Sec. 1. Section 261E.3, subsection 2, paragraph a, subparagraph 1, is amended to read as follows:

2 1. The teacher or post secondary instructor of a class including Senior Year Plus students shall be

3 appropriately licensed by the board of educational examiners to teach the subject the institution is employing 4 the teacher to teach and shall met the standards and requirements set forth which other full-time instructors

5 teaching within the academic department are required to meet and which are approved by the appropriate

6 postsecondary administration, if the teacher or instructor is teaching in the following Senior Year Plus Programs or 28E agreement classes:

7 a. Advanced placement courses taught at a public school facility or in collaboration with another public

8 school district

9 b. Concurrent community college enrollment classes

10 c. Regional Academy classes

11 Sec. 2. Section 261E.3, subsection 2, paragraph a, subparagraph 6, is amended to read as follows:

12 For persons which require BOEE licensure to teach in the Senior Year Plus program under

13 261E.3(2)(a)(1)(a-b), or for any instructor not required to be licensed but are teaching in a Senior Year Plus

14 program in a school district facility or neutral location, shall have successfully passed a background

15 investigation conducted under 272.2(17) prior to providing instruction. For purposes of this section,

16 *“neutral site”* means a facility that is not owned or operated by an institution.

This proposal seeks to tighten up requirements for instructors in the various Senior Year Plus program. This clarifies that a person teaching under these options should hold a license from the Board of Educational Examiners and that they should complete a background check.

Educator Misconduct

1 Sec. 1. Section 272.15, subsection 1, paragraph a, 2011 Code, is amended to read as follows:

2 1. *a.* The following actions shall be reported to the board:

3 i. The board of directors of a school district or area education agency, the superintendent or

4 administrator of a school district, the chief administrator of an area education agency, and the authorities in

5 charge of an accredited non-public school shall report to the board any instances of disciplinary action taken 6 against a licensed school employee by the board of directors of the school district or area education agency, 7 the superintendent of the school district or chief administrator of the area education agency, or the authorities 8 in charge of the nonpublic school district.

9 ii The board of directors of a school district or area education agency, the superintendent of a school 10 district or the chief administrator of an area education agency, and the authorities in charge of a nonpublic 11 school shall report to the board the nonrenewal or termination, for reasons of alleged or actual misconduct, 12 of a person's contract executed under sections 279.12 , 279.13 , 279.15 through 279.21 , 279.23 , and

13 279.24 , and the resignation of a person who holds a license, certificate, or authorization issued by the

14 board as a result of or following an incident or allegation of misconduct that, if proven, would constitute a 15 violation of the rules adopted by the board ~~to implement section 272.2, subsection 14, paragraph "b",~~

16 ~~subparagraph (1), in 282 IAC chapter 25,~~ when the board or reporting official has a good faith belief that

17 the incident occurred or the allegation is true. The board may deny a license or revoke the license of an

18 administrator if the board finds by a preponderance of the evidence that the administrator failed to report

19 the termination or resignation of a school employee holding a license, certificate, statement of professional

20 recognition, or coaching authorization, for reasons of alleged or actual misconduct, as defined by this

21 section.

21 *b.* Information reported to the board in accordance with this section is privileged and confidential, and

22 except as provided in section 272.13, is not subject to discovery, subpoena, or other means of legal

23 compulsion for its release to a person other than the respondent and the board and its employees and agents 24 involved in licensee discipline, and is not admissible in

evidence in a judicial or administrative proceeding 25 other than the proceeding involving licensee discipline. The board shall review the information reported to 26 determine whether a complaint should be initiated. In making that determination, the board shall consider 27 the factors enumerated in section 272.2, subsection 14, paragraph "a".

28 c. For purposes of this section, unless the context otherwise requires, "misconduct" means an action

29 disqualifying an applicant for a license or causing the license of a person to be revoked or suspended in

30 accordance with the rules adopted by the board to implement section 272.2, subsection 14, paragraph "b", 31 subparagraph (1), in IAC 282 chapter 25.

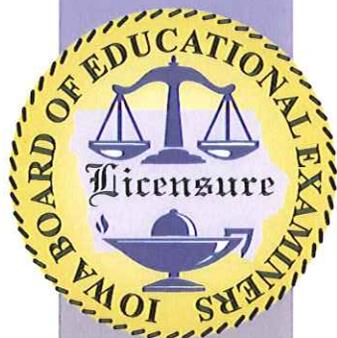
This legislative proposal incorporates several ideas that have been around for a few years. Literally the ideas are taken from legislation previously introduced. The first suggestion would require school districts to report to the Board when there has been disciplinary action at the local level. The second action changes the definition of misconduct from a list of sex crimes and forcible felonies to the Code of Professional Conduct and Ethics.

Staff Hiring

Sec. 1 Section 272.2 is amended to read as follows:

7a. Appointments to the professional staff of the board shall be without reference to political party affiliation, religious affiliation, sex, or marital status, but shall be based solely upon fitness, ability, and proper qualifications for the particular position. The professional staff shall serve at the discretion of the executive director. ~~A member of the~~ Professional staff of the board shall be exempt from the merit system provisions of ~~Chapter 8A, subchapter IV.~~ 412.

This language was given to the Executive Director from someone at the Department of Administrative Services.

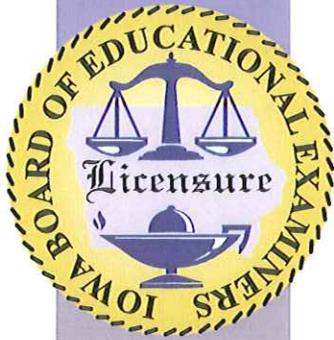


IOWA BOARD OF EDUCATIONAL EXAMINERS

Code of Iowa 272.29 Annual Administrative Rules Review Report

The executive director shall annually review the administrative rules adopted pursuant to this chapter and related state laws. The executive director shall submit the executive director's findings and recommendations in a report every three years to the board and the chairpersons and ranking members of the senate and house standing committees on education and the joint appropriations subcommittee on education by January 15.

January 15, 2012



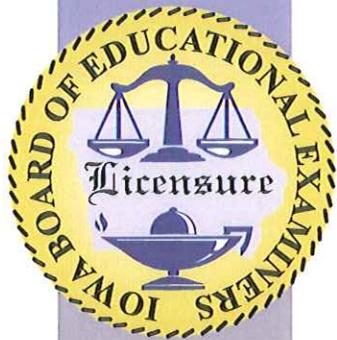
State of Iowa
BOARD OF EDUCATIONAL EXAMINERS
Grimes State Office Building
Des Moines, Iowa
50319-0147

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It is the policy of the Iowa Board of Educational Examiners not to discriminate on the basis of race, color, religion, age, sex, sexual orientation, gender identity, disability, marital status or national origin in its programs or employment practices. If you have questions or grievances related to this policy, please contact the Executive Director, Board of Educational Examiners, Grimes State Office Building, Des Moines, Iowa 50319-0147, Telephone: 515.281.5849.



Mission

The mission of the Iowa Board of Educational Examiners is to establish and enforce rigorous standards for Iowa educational practitioners to effectively address the needs of students.

Beliefs Statements

We Believe:

- that an effective licensure system is efficient, innovative, and responsive to needs of students and educators.
- in collaboration with other organizations to improve professional development and preparation programs.
- that education is a profession.
- that establishing ethical standards protects students and practitioners.

Adopted: June 2001
Reviewed: June 11, 2009
Revised: August 13, 2010

Introduction

In 1989, the Iowa Board of Educational Examiners became an autonomous body. The Iowa Board of Educational Examiners is charged with the overall responsibility of regulating the licensure standards for teachers, administrators, paraeducators, and coaches. The Board consists of twelve members appointed by the Governor, and confirmed by the Iowa Senate, to four-year terms. Five members are licensed teachers, four members are licensed administrators, two public members and the director from the department of education.

The board sets standards for the issuance of licenses, certificates, and authorizations to practitioners, sets standards for license renewal, investigates complaints that meet jurisdictional requirements that are filed with the board, conducts disciplinary hearings, and monitors compliance of licensees with orders issued by the board. In the last fourteen (14) years, the fewest number of licenses issued was 19,856 and the highest number was 28,630. The Board also maintains a code of professional conduct and ethics, as well as a code of educator rights and responsibilities. The Board considers approximately 80-120 educator discipline cases each year.

To carry out its mission, the board adopts rules and establishes standards for practitioners pursuant to the authority under Iowa Code section 272. The board makes recommendations for rules regarding the practice, discipline, education, and licensure of educational practitioners pursuant to Iowa Code section 272. The licensure rules are in Chapters 13-27 of the Iowa Administrative Code Section 282. The code of professional conduct and ethics and the code of rights and responsibilities rules are in Chapter 25 and Chapter 26 of the Iowa Administrative Code. The following report of the executive director's findings and recommendations is compiled pursuant to Iowa Code section 272.29.

Criteria for Review

All rules subject to regulatory review have been evaluated according to the following criteria.

A. Need

- (1) What is the objective of the rule for the board and the public?
- (2) Is the rule effective in meeting its objective?
- (3) Is the rule broader than necessary to accomplish its objective?
- (4) Is the rule necessary to protect the public health, safety, or welfare?
- (5) Is the rule outdated?
- (6) Is the rule duplicative?
- (7) Have laws or other circumstances changed to the extent the rule should be amended or repealed?
- (8) Have complaints about the rule been received?
- (9) Does the rule create barriers for some applicants?

B. Clarity

- (1) Is the rule clear and concise?
- (2) Do the board, licensees, and the public readily understand the rule?
- (3) Does the rule conflict with the authority or rules of another agency?

C. Intent and Statutory Authority

- (1) What is the statutory authority for the rule?
- (2) Is the rule necessary to comply with the statute that authorizes it?
- (3) Is the rule consistent with the legislative intent of the statute?
- (4) Is there a need to develop additional legislative authorization in order to protect the public health, safety, and welfare?

D. Cost

- (1) Are there quantifiable costs and benefits to the rule?
- (2) Are there qualitative costs and benefits to the rule?
- (3) Does the benefit of the rule exceed the costs of the rule?
- (4) Is there a less burdensome way to achieve the positive result of the rule?

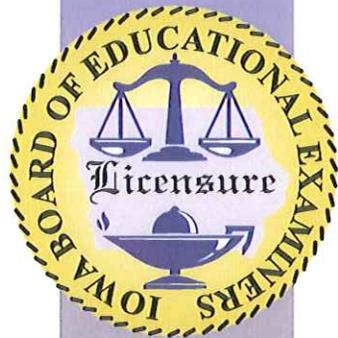
E. Fairness

- (1) Is the rule applied consistently and predictably?
- (2) Is the rule fair in its application?
- (3) Are additional protections needed?
- (4) Should it be modified to eliminate or minimize any disproportionate impacts on the regulated community?
- (5) Should it be possible to waive compliance with the rule under certain circumstances?

**Board of Educational Examiners [272]
Iowa Administrative Code 282
Rule Amendment: FY 2010**

Chapter	Rule	Date of Board Adoption	Amendment
13.10	Specific requirements for a Class A license	6/18/10	When applying for a Class A because of not meeting renewal requirements an applicant must have the signature of their superintendent.
18.4	General requirements for an administrator license	6/18/10	Allows a person who has completed a non-teaching program to become an administrator.
27.6	Specific requirements for a Class B license	6/18/10	Allows an individual who has a Professional Service license to apply for a Class B license.
13.28(26)	Elementary counselor	8/13/10	When the counseling rules were moved to the Professional Service license, all the counseling rules were inadvertently rescinded. This reestablishes the elementary counselor endorsement requirements.
13.28(27)	Secondary counselor	8/13/10	When the counseling rules were moved to the Professional Service license, all the counseling rules were inadvertently rescinded. This reestablishes the secondary counselor endorsement requirements.
13.17	Specific requirements for exchange licenses	8/13/10	Requires out of state applicants to get a license from where they were prepared or where they currently teach and they must complete 75% of the endorsement.
15.5	Supervisor of special education-instructional	8/13/10	Adds course work in school law/special education law to bring the requirements for supervisor of special education closer to requirements for the PK-12 principal.
27.3(5)	Professional Service Administrator	8/13/10	Adds course work in school law/special education law to bring the requirements for supervisor of special education closer to requirements for the PK-12 principal.
18.11	Director of special education of an area education agency	8/13/10	Updates language in the requirements for director of special education and delete the word "teaching" from the support option in order to allow professional service experience.
27.3(6)	Director of special education of an area education agency	8/13/10	Updates language in the requirements for director of special education (AEA) and delete the word "teaching" from the support option in order to allow professional service experience.
24.4(7)	Vision impairments-PK through grade 12	10/1/10	Adds a possible area of concentration to the paraeducator certificate.
13.16	Specific requirements for a substitute teacher's license	10/1/10	Applicant must have a degree before the applicant can apply for the substitute license.
13.28(21)	Elementary school teacher librarian	10/1/10	Updates the librarian endorsement to better reflect the skills needed by today's school library services.
13.28(22)	Secondary school teacher librarian	10/1/10	Updates the librarian endorsement to better reflect the skills needed by today's school library services.

13.28(23)	School teacher librarian K-12	10/1/10	Updates the librarian endorsement to better reflect the skills needed by today's school library services.
13.16(3)	Specific requirements for a substitute teacher's license	10/1/10	Limits who may substitute in a driver's education classroom for liability issues.
13.11(1)	Specific requirements for a Class B license	10/1/10	A Class B cannot be issued for the driver's education endorsement.
25.3(1)2	Standard I-conviction of crimes, sexual or other immoral conduct with or toward a student, and child and dependent adult abuse	10/1/10	2010 Iowa Acts, House File 2286 removed language regarding detention in a brothel from Iowa Code section 272.2, this amendment does the same in the rules.
11.35(2)	Conviction of a crime and founded child abuse	10/1/10	2010 Iowa Acts, House File 2286 removed language regarding detention in a brothel from Iowa Code section 272.2, this amendment does the same in the rules.
18.6	Specific requirements for an administrator prepared out-of-state	1/20/11	Updates and removes obsolete language. The board no longer offers an exchange license.
18.7	Specific requirements for a Class A license	1/20/11	Updates and removes obsolete language. The board no longer offers an exchange license. Rules stricken because do not pertain to administrator preparation.
18.8	Specific requirements for a Class B license	1/20/11	Removes obsolete language. The applicant will be required to go through the waiver process.
12.9	Retention of incomplete applications	1/20/11	Informs applicants that their application will be closed if not completed in 45 days.
20.14	Timely renewal	3/11/11	Formalizes board policy. A license may only be renewed less than one year before it expires.
27.7	Timely renewal	3/11/11	Formalizes board policy. A license may only be renewed less than one year before it expires.
18.7(5)	Specific requirements for a Class A license	3/11/11	Formalizes board policy. A license may only be renewed less than one year before it expires.
22.3	School Business Official Authorization	5/6/11	2010 Iowa Acts, House file 2461 created a new authorization for school business officials.
13.11	Specific requirements for a Class B license	5/6/11	Clarifies what constitutes a valid license for a Class B license.
11.39	Denial of application during a pending professional practices case	6/24/11	Gives the Executive Director discretion in approval of an application when an applicant is under investigation and probable cause has been determined by the Board.

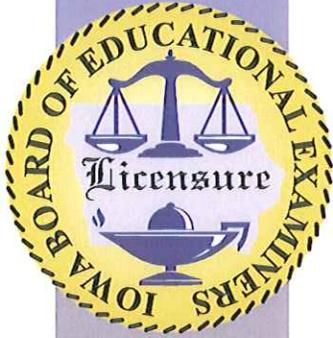


BOARD OF EDUCATIONAL EXAMINERS

Code of Iowa Chapter 272.10 Fees

4. The Board shall submit a detailed annual financial report by January 1 to the chairpersons and ranking members of the joint appropriations subcommittee on education and the legislative services agency.

January 1, 2012



Board of Educational Examiners

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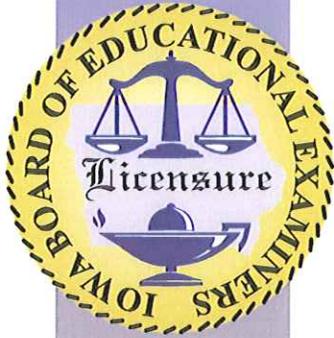
State of Iowa
BOARD OF EDUCATIONAL EXAMINERS
Grimes State Office Building
Des Moines, Iowa
50319-0147

Members of the Board

Dr. Beverly A. Smith, Chair, Waterloo, Associate Superintendent
Laura A. Stevens, Vice Chair, Okoboji, Teacher
Julio Almanza, Davenport, Retired Administrator
Tammy S. Duehr, Dubuque, Teacher
Dr. Jason Glass, Department of Education, Director
Dr. Larry Hill, Thompson, Retired Administrator
Merle O. Johnson, Ankeny, Public Member
Dr. Marianne Mickelson, West Des Moines, Public Member
Oscar J. Ortiz, Chariton, Teacher
Elizabeth M. Sheka, Linn-Mar, Teacher
Carol S. Trueg, Dubuque-Holy Family Catholic Schools, Chief Administrator
Richard E. Wortmann, Ottumwa, Teacher

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It is the policy of the Iowa Board of Educational Examiners not to discriminate on the basis of race, color, religion, age, sex, sexual orientation, gender identity, disability, marital status or national origin in its programs or employment practices. If you have questions or grievances related to this policy, please contact the Executive Director, Board of Educational Examiners, Grimes State Office Building, Des Moines, Iowa 50319-0147, Telephone: 515.281.5849.



Mission

The mission of the Iowa Board of Educational Examiners is to establish and enforce rigorous standards for Iowa educational practitioners to effectively address the needs of students.

Beliefs Statements

We Believe:

- that an effective licensure system is efficient, innovative, and responsive to needs of students and educators.
- in collaboration with other organizations to improve professional development and preparation programs.
- that education is a profession.
- that establishing ethical standards protects students and practitioners.

Adopted: June 2001
Reviewed: June 11, 2009
Revised: August 13, 2010

Principles for the Board of Educational Examiners Budgeting Process

Identify a vision and knowledge of the service needs:

1. Identify the vision of what the BoEE should be.
2. Identify the service and the capital needs of the BoEE.

Policies, Goals, Priorities, and Resource Utilizations plans:

3. Identify fiscal and economic policy and goals to meet the vision and needs of the BoEE.
4. Identify the service and capital policy and goals to meet the vision and needs of the BoEE.
5. Identify strategies for managing the BoEE's fiscal process.

Prepare and adopt a fiscal budget that integrates vision, policy, and goals with strategies that are consistent with the current fee structure.

6. Develop and implement a process that prepares a revenue and expenditure plan that is based on the vision, policy and goals of the Board.
7. Establish a plan for forecasting anticipated revenues on a yearly and multiple year basis.

Monitor and control the utilization of resources in meeting the Board's goals.

8. Monitor and control the utilization of resources (expenditures) monthly and make budget adjustments quarterly.
9. When possible identify external factors that may impact the utilization of resources.
10. Make adjustments to the goals if budget adjustments cannot meet the anticipated revenues.

Assumptions

The Board of Educational Examiners' budget was built on the following assumptions since the Board does not receive an appropriation from the Legislature:

1. **The budget was built on the assumption that approximately \$500,000 would be deposited to the General Fund.**
2. The budget was built on the assumption that 2400 applications would be processed during FY 2011.
3. 2004 and 2005 legislation changed the revenue stream for the Board. Since that legislation, the Board has taken a conservative position in estimating revenues since prior to 2004 expenditures exceeded revenues.
4. The budget would also include the assessment of \$20,000 in late fees.
5. The Board would **not** have to increase licensing fees to educators for at least 4 to 6 years from FY 2006.
6. Since the Board **does not receive an appropriation**, the Board needs a cash carryover to pay its bills at the start of a new fiscal year and end the current fiscal year.
7. Since the Board is fee based, the Board needs \$250,000 to end one fiscal year and needs \$250,000 to start the next fiscal year.
8. Since the Board **does not receive an appropriation**, a carryover (cash balance) of at least \$500,000 is needed to ensure that the operations of the Board are not jeopardized should a catastrophic reduction in license applications occur.
9. By having a carryover balance of at least \$500,000, the Board has ample time to anticipate the best course of action when faced with unexpected changes in the licensure budgeting process.

10. Technology has increased the effective and efficient use of resources; however, continued development of the application / processing system needs continued funding.

FINDINGS

1. **The General Fund received a deposit of \$562,760 from the Board of Educational Examiners. (Exhibit 6)**
2. Enhancements in the technology infrastructure have allowed the application processing time to be significantly reduced.
 - a. New graduates from Iowa teacher preparation institutions will receive their license within one week of being recommended by the teacher preparation institution if there is no “hit” at the DCI for the criminal background check or the following registries: child abuse registry, dependent adult abuse registry, or the sex abuse registry.
 - b. An online renewal application is completed and the license is received by the teacher and administrator within one week of submission, if there is no “hit” on the child abuse registry, dependent adult abuse registry, or the sex abuse registry and if no audit is required.
 - c. The above activities account for approximately 25% of the Board’s processing activity.
3. During FY 2011, the Board processed over 3,000 applications above the budget projection. This is the third year in a row that the numbers of applications processed have exceeded the projected budget number. The additional 3,000 licenses generated approximately \$255,000 over the anticipated revenue.
4. Late Fees were approximately \$45,000 above the projection.
5. During the FY 2006 legislative session, legislation was passed requiring the Board to check the sex abuse registry, child abuse registry, and the dependent adult abuse registry when renewing a license. The cost for accessing those files with the DCI was absorbed by the Board.
6. Approximately 3,000 renewals were completed online and 350 duplicate licenses were issued online.
7. The addition of the live scan finger print equipment has reduced the turnaround time from 4 to 16 weeks to less than one week.

8. The Board has taken the appropriate action to backup all documents under its jurisdiction.
9. The Board revised its retention schedule with the State Archivist and developed model policy in the processing of paper documents.
10. Exhibit 8 is the budget for FY 2011.
11. Exhibit 9 is the budget for FY 2012.

RECOMMENDATIONS

1. Maintaining an adequate carryover is essential to the financial stability of the agency. Without an adequate carryover, the Board would not be able to pay its bills at the beginning of the new fiscal year; and, if the projected revenue falls below expectations, the Board would not be able to carry out its responsibilities at the end of the fiscal year.
2. The Board needs continued flexibility in meeting national trends in alternative and non-traditional preparation programs. An example of this flexibility is the Board has initiated a portfolio assessment process that required employing two additional staff to meet this need. Without the additional staff and the assessment process, the Board would not have been able to provide the services necessary to meet the increased demand from non-traditional applicants and therefore out-of-state applicants would not have been able to use the non-traditional preparation or experience in seeking an Iowa license.
3. This is the sixth year the Board of Educational Examiners has not received an appropriation and the data collected during those years is not adequate to determine a long-term trend for predicting resources; therefore, any short-term changes may adversely impact the ability of the agency to perform its essential function. A minimum of ten years of data would be needed to adequately establish a trend for this agency. The agency has seen the number of applications processed in a year as low as 19,856 and as high as 28,630. This would represent a variance of approximately 8,774 licenses issued in a fiscal year which would represent a change in revenue of approximately \$700,000
4. Continue updating current technology to be more responsive to customer needs and strengthen the system as a communication tool in processing licenses.
5. **An added benefit** from the revenue of the additional licenses processed during FY 2011 permits the Board to continue with the same fee, without an increase, for an additional year or more.
6. Develop an orientation and a class for teachers and administrators that will address ethics and licensure issues.

7. Update the Board's website to be more user friendly is in progress.
8. The Board's current financial status will permit the Board to take on additional responsibility; such as, but not limited to, the development of other courses to be used as a remediation tool in administering professional practice decisions.

APPENDICES

- Exhibit 1: History - Number of Licenses Issued by Type
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History - Number of Licenses Issued by Type

Lic. code	Type of License	FY98	FY99	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
10	Initial	4,124	4,353	5,831	4,858	4,059	4,135	4,173	4,508	4,014	3,918	3841	3,965	3,514	3,774	
	Extended Initial Teacher Lic												221	198	220	
15	Standard	7,460	7,835	6,738	6,624	6,656	7,857	7,157	6,717	5,539	7,238	7871	6,959	6,504	6,081	
20	Master Educator	1,239	1,431	1,281	1,437	1,775	1,959	2,690	1,912	1,886	2,208	2203	3,285	2,647	2,910	
40	Substitute	2,318	1,787	1,513	1,345	1,299	1,126	1,540	1,310	1,048	1,253	1361	1,506	1,400	1,414	
60/70	Post-Secondary	146	276	208	182	134	95	34	5	-	15	0	21	10	19	
	Provisional Occup									23	5	15	-	-	-	
	Occupational Sec.									8		3	-	-	-	
80's	SPR	117	74	100	65	58	41	30	36	47	285	193	98	152	196	
25	Administrator	585	585	559	597	708	1,280	1,008	593	460	396	728	1,266	955	802	
	Initial Adm Lic												72	104	63	
	Extended Initial Adm Lic												13	2	1	
45	AEA Administrator	4	7	2	8	9	5	8	2	-	-	-	-	-	-	
44	Evaluator	133	110	140	575	250	1,345	918	973	244	219	195	40	27	14	
38	Exchange License T or A	390	344	295	319	221	107	115	109	935	934	857	911	885	976	
	Out-of-Country												26	26	29	
30	Class A License	579	681	576	840	680	723	678	598	322	195	176	180	592	532	
35	Class B License	620	703	629	967	963	717	743	673	718	650	1054	983	955	1,172	
39	Class C License	115	138	297	163	99	59	32	47	455	449	544	538	233	-	
61	Class D License	0	0	1	1	1	0	0	1	4	14	6	-	1	-	
36	Class E License	236	271	266	200	193	207	273	238	267	239	252	275	337	383	
33	Class G License										12	12	13	19	19	
90	Coaching Authorization	1,920	1,847	2,185	1,918	2,274	2,218	2,166	2,348	2,332	2,670	2480	2,715	2,840	3,151	
91	Coaching Authorization Ext.	0	4	98	226	195	266	289	260	183	169	155	185	173	156	
	Evaluation Fee						107	0	-	1,034	975	954	1,090	1,107	1,434	
	Duplicate License						532	612	545	377	632	575	626	592	563	
	Endorsements						1,628	3,440	1,916	1,689	1,734	2060	1,820	2,228	2,121	
	Teacher Intern								-	10	9	15	17	14	13	
94	Substitute Authorization	0	0	0	0	0	377	644	722	751	1,665	981	601	936	748	
93	Paraeducator	0	0	1	48	206	558	1195	808	638	601	599	894	986	754	
	Para adding areas con									72	171	100	174	226	152	
92	BTW Authorization	0	0	1	36	76	92	93	93	87	92	114	130	134	142	
	Orientation & Mobility												6	2	-	
	Initial Prof Service													15	39	
	Professional Service													53	81	
	PSL _ Class A													1	5	
	IPREP - Portfolio Review													3	4	
	Background Checks						6,368	7,046	6,244	5,948	5,961	5420	6,016	5,681	5,937	
	TOTAL	19,986	20,446	20,721	20,409	19,856	25,434	27,838	24,414	23,143	26,747	27,344	28,630	27,871	27,968	0

FY 2011 Actual Number of Licenses Issued per Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Background	420	424	521	585	427	638	332	574	581	443	573	419	5,937
Initial Teacher lic	170	151	315	371	257	533	210	465	396	256	438	212	3,774
Extended initial	22	20	14	20	17	19	28	24	23	7	9	17	220
Standard License	420	390	280	235	192	211	281	244	321	364	389	637	3,964
Standard Lic - Online	199	211	139	142	136	136	213	140	182	171	159	289	2,117
Master Ed	208	156	152	138	118	124	155	143	172	139	124	258	1,887
Master Ed - Online	88	97	76	51	67	67	112	80	82	86	68	149	1,023
Professional Adm	49	51	77	46	41	36	64	39	66	58	89	63	679
Prof Adm - Online	14	13	10	11	11	11	12	8	11	5	5	12	123
Coach Authorization	287	378	247	274	290	210	192	216	316	243	211	287	3,151
Substitute License	134	214	133	124	101	77	112	100	118	88	75	138	1,414
Substitute Auth	50	59	80	136	65	67	66	51	51	63	35	25	748
Endorsement	297	293	183	121	115	139	129	132	122	141	132	317	2,121
Duplicate Lic	30	26	13	16	13	6	16	15	21	17	11	17	201
Duplicate Lic - Online	20	44	34	21	25	25	32	47	36	18	28	32	362
Tx Evaluation	194	154	102	73	57	83	107	91	128	121	105	219	1,434
Late Payment	127	216	234	318	445	311	112	111	137	108	90	95	2,304
Late Payment - online	17	27	16	5	9	9	14	13	6	12	6	10	144
Out-of-state T or A	139	115	79	56	48	55	65	62	80	75	68	134	976
Out-of-country	2	1	3	7	0	5	4	3	0	0	2	2	29
BTW Driving Instr	4	5	1	2	12	32	15	15	16	9	21	10	142
Class A	40	60	45	47	41	35	41	51	43	33	51	45	532
Class B	179	233	139	119	125	56	28	21	29	34	59	150	1,172
Calss E	32	40	38	42	34	31	22	31	17	24	15	57	383
Class G	10	4	1	0	0	1	1	0	1	0	0	1	19
Coach Auth Extend	10	24	11	15	17	13	7	8	12	13	16	10	156
Evaluator (New)	3	2	0	0	1	3	1	1	1	0	0	2	14
Initial Admn Lic	3	17	3	2	2	4	10	5	2	5	3	7	63
Extended initial Adm	0	0	0	1	0	0	0	0	0	0	0	0	1
Career & Tech	4	1	2	2	1	1	0	1	5	0	0	2	19
Paraeducator	127	112	67	44	35	28	40	26	26	63	52	134	754
Para Add Con	35	18	9	3	10	12	15	8	6	4	7	25	152
Orientation & Mobility	0	0	0	0	0	0	0	0	0	0	0	0	0
SPR	27	20	18	20	18	23	10	12	8	7	10	23	196
Teacher Intern Lic	3	0	3	0	0	1	1	1	0	2	1	1	13
Initial Prof Service	1	4	12	6	4	0	0	2	4	2	1	3	39
Professional Service	8	10	7	4	2	7	6	7	4	7	5	14	81
PSL- Class A	3	0	1	0	0	0	0	0	0		0	1	5
PSL- Class B	0	0	0	0	0	0	0	0	0		0	0	0
IPREP-Portfolio Review	0	0	0	0	2	0	1	1	0	0	0	0	4
Over Payment	16	10	5	7	8	4	5	5	9	7	9	7	92
Total # Licenses Issued	2812	2,923	2,294	2,149	1,857	2,051	1,996	2,050	2,299	2,055	2,189	3,293	27,968

Number of Licenses Issued by Month

	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
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
<i>Running Total</i>	4,142	7,009	9,302	11,466	12,909	14,450	16,275	17,875	20,781	22,863	25,004	27,838	
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
<i>Running Total</i>	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 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
<i>Running Total</i>	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 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
<i>Running Total</i>	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 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	*27344
<i>Running Total</i>	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 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
<i>Running Total</i>	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 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
<i>Running Total</i>	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 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
<i>Running Total</i>	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 11 Balance Sheet / Cashflow Chart

	July	August	Sept.	October	Nov.	Dec.	Jan.	Feb.	March	April	May	June	Total
Resources:													
Balance Forward from 10	\$ 300,000	\$ -	\$ 395,116										\$ 695,116
Carry FWD FY 12												(923,038)	\$ (923,038)
401 Fees, Lic. & Permits	\$ 163,194	\$ 175,259	\$ 141,365	\$ 135,623	\$ 120,567	\$ 125,028	\$ 120,314	\$ 125,375	\$ 139,967	\$ 124,658	\$ 132,962	\$ 194,438	\$ 1,698,750
704 Other	\$ 26,010	\$ 26,535	\$ 32,864	\$ 36,673	\$ 26,962	\$ 40,712	\$ 20,319	\$ 36,676	\$ 36,932	\$ 27,906	\$ 36,543	\$ 25,610	\$ 373,742
BoEE Total Resources:	\$ 489,204	\$ 201,794	\$ 569,345	\$ 172,296	\$ 147,529	\$ 165,740	\$ 140,633	\$ 162,051	\$ 176,899	\$ 152,564	\$ 169,505	\$ (702,991)	\$ 1,844,569
401 GenFund	\$ 54,104	\$ 58,060	\$ 46,886	\$ 44,995	\$ 39,959	\$ 41,486	\$ 39,749	\$ 41,522	\$ 46,357	\$ 41,251	\$ 44,041	\$ 64,353	\$ 562,760
Expenditures:													
101 Personal Services	\$ 64,195	\$ 95,725	\$ 107,691	\$ 98,849	\$ 158,903	\$ 85,932	\$ 104,744	\$ 100,764	\$ 105,677	\$ 103,569	\$ 161,732	\$ 127,627	\$ 1,315,408
202 In-State Travel		\$ 265	\$ 809	\$ 1,803	\$ 383	\$ 1,192	\$ 1,274	\$ 883	\$ 1,982	\$ 797	\$ 2,617	\$ 1,883	\$ 13,888
203 Assigned Vehicle		\$ 108	\$ 316	\$ 250	\$ 173	\$ 174	\$ 118	\$ 306	\$ 172	\$ 324	\$ 187	\$ 343	\$ 2,470
204 Vehicle Depreciation			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
205 Out-of-State Travel			\$ 2,905	\$ 4,067	\$ -	\$ 181	\$ -	\$ 127	\$ 437	\$ -	\$ 3,491	\$ 3,043	\$ 14,251
301 Office supplies	\$ 4,000	\$ 774	\$ 239	\$ 94	\$ 352	\$ 181	\$ 659	\$ 177	\$ 168	\$ 1,175	\$ 206	\$ 69	\$ 8,096
304 Professional Supplies		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
309 Printing & Binding		\$ 1,419	\$ 116	\$ 65	\$ -	\$ 4,430	\$ 1,856	\$ 63	\$ 6,419	\$ 1,366	\$ 5,070	\$ -	\$ 20,804
313 Postage		\$ 2,248	\$ 2,603	\$ 2,222	\$ 1,616	\$ 1,979	\$ 1,891	\$ 1,821	\$ 1,417	\$ 1,920	\$ 1,795	\$ 5,280	\$ 24,791
401 ICN/Communications	\$ 371	\$ 946	\$ 886	\$ 916	\$ 950	\$ 897	\$ 889	\$ 920	\$ 1,299	\$ 911	\$ 892	\$ 1,479	\$ 11,356
402 Rentals	\$ 1,395	\$ 70	\$ 495	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,960
405 Professional Services		\$ 100	\$ 36	\$ 363	\$ -	\$ 300	\$ 500	\$ 504	\$ 608	\$ 102	\$ 492	\$ 1,336	\$ 4,340
406 Outside Services		\$ 23	\$ 43,156	\$ 23,971	\$ 28,040	\$ 23,809	\$ 31,803	\$ 17,767	\$ 23,681	\$ 32,150	\$ 23,494	\$ 46,570	\$ 294,463
407 Trans to Other agency		\$ -	\$ -	\$ -	\$ 2,603	\$ -	\$ 6,545	\$ -	\$ -	\$ 872	\$ -	\$ 6,220	\$ 16,240
408 Advertising		\$ 331	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 331
409 Outside Repairs/Ser	\$ 75	\$ 328	\$ -	\$ -	\$ 319	\$ -	\$ -	\$ 604	\$ 595	\$ 90	\$ 478	\$ -	\$ 2,489
411 Atty General Reimb			\$ 5,003	\$ 3,459	\$ 3,143	\$ 3,166	\$ 2,583	\$ 2,500	\$ 2,510	\$ 2,526	\$ 2,530	\$ 5,037	\$ 32,457
412 Aditor of State Reimb			\$ -	\$ -	\$ -	\$ 89	\$ -	\$ 342	\$ -	\$ 151	\$ -	\$ 403	\$ 985
414 Other Agency Reimb		\$ 248	\$ 1,863	\$ 273	\$ 349	\$ 1,067	\$ 292	\$ 176	\$ 1,080	\$ 297	\$ 297	\$ 1,527	\$ 7,469
416 ITE Reimbursement		\$ 1,086	\$ 958	\$ 984	\$ 1,697	\$ 3,368	\$ 2,342	\$ 917	\$ 1,276	\$ 1,470	\$ 1,569	\$ 4,596	\$ 20,262
417 Workers Comp		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
418 IT Contracted services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
502 Equipment Inventory		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
503 Equipment Non-Inven		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
505 DP Non-Inventory		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 590	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 590
510 IT Equipment	\$ -	\$ 939	\$ -	\$ -	\$ 9,784	\$ 370	\$ 10,605	\$ 3,356	\$ 2,196	\$ 5,202	\$ -	\$ 811	\$ 33,263
602 SWICAP			\$ 443	\$ 806	\$ 14,214	\$ -	\$ 588	\$ -	\$ 852	\$ -	\$ 374	\$ 1,380	\$ 18,657
705 Refunds													\$ -
Expenditure Subtotal	\$ 70,036	\$ 104,608	\$ 167,521	\$ 138,123	\$ 222,526	\$ 127,133	\$ 167,280	\$ 131,227	\$ 150,368	\$ 152,922	\$ 205,224	\$ 207,600	\$ 1,844,569
Excess (Deficiency) of Rev over Expend	\$ 119,168	\$ 97,186	\$ 401,824	\$ 34,173	\$ (74,997)	\$ 38,607	\$ (26,647)	\$ 30,822	\$ 26,532	\$ (358)	\$ (35,720)	\$ (910,591)	
Beginning Cash Balance	\$ 300,000	\$ 419,169	\$ 516,355	\$ 918,179	\$ 952,352	\$ 877,354	\$ 915,961	\$ 889,315	\$ 920,137	\$ 946,668	\$ 946,310	\$ 910,591	
Ending Cash Balance	\$ 419,168	\$ 516,355	\$ 918,179	\$ 952,352	\$ 877,354	\$ 915,961	\$ 889,315	\$ 920,137	\$ 946,668	\$ 946,310	\$ 910,591	\$ (0)	

Obligations vs. Budget Report

Budget Fiscal Year: 2010

	Total Obligations FY-To-Date	Current Annual Budget	Budget Balance	Percent of Budget Spent
Resources:				
Balance Forward	\$ 695,116	\$ 650,000		
Receipts				
Salary adj				
401 Fees, Lic. & Permits	\$ 1,698,749.99	\$ 1,307,000		
704 Other	\$ 373,741.95	\$ 300,000		
Total Resources:	\$ 2,767,607.74	\$ 2,257,000.00	\$ (510,607.74)	122.62%
Expenditures:				
101 Personal Services	\$ 1,315,407.73	\$ 1,317,300	\$ 1,892	99.86%
202 In-State Travel	\$ 13,888.03	\$ 25,000	\$ 11,112	55.55%
203 Assigned Vehicle	\$ 2,470.15	\$ 4,000	\$ 1,530	61.75%
204 Vehicle Depreciation	\$ -	\$ 3,000	\$ 3,000	0.00%
205 Out-of-State Travel	\$ 14,250.59	\$ 20,000	\$ 5,749	71.25%
301 Office supplies	\$ 8,095.93	\$ 20,000	\$ 11,904	40.48%
304 Professional Supplies	\$ -	\$ 10,000	\$ 10,000	0.00%
309 Printing & Binding	\$ 20,804.21	\$ 17,000	\$ (3,804)	122.38%
313 Postage	\$ 24,790.99	\$ 40,000	\$ 15,209	61.98%
401 ICN/Communications	\$ 11,355.91	\$ 18,000	\$ 6,644	63.09%
402 Rentals	\$ 1,960.32	\$ 2,500	\$ 540	78.41%
405 Professional Services	\$ 4,340.47	\$ 20,000	\$ 15,660	21.70%
406 Outside Services	\$ 294,463.12	\$ 285,000	\$ (9,463)	103.32%
407 Trans to Other agency	\$ 16,240.18	\$ 8,500	\$ (7,740)	191.06%
408 Advertising	\$ 331.04	\$ 2,000	\$ 1,669	16.55%
409 Outside Repairs/Ser	\$ 2,488.80	\$ 4,500	\$ 2,011	55.31%
411 Atty General Reimb	\$ 32,457.02	\$ 28,000	\$ (4,457)	115.92%
412 Aditor of State Reimb	\$ 985.34	\$ 7,500	\$ 6,515	13.14%
414 Other Agency Reimb	\$ 7,468.89	\$ 17,000	\$ 9,531	43.93%
416 ITE Reimbursement	\$ 20,262.09	\$ 30,000	\$ 9,738	67.54%
417 Workers Comp	\$ -	\$ -	\$ -	#DIV/0!
418 IT Contracted services	\$ -	\$ 20,000	\$ 20,000	0.00%
502 Equipment Inventory	\$ -	\$ 5,000	\$ 5,000	0.00%
503 Equipment Non-Inven	\$ 590.00	\$ 5,000	\$ 4,410	11.80%
505 DP Non-Inventory	\$ -	\$ -	\$ -	#DIV/0!
510 IT Equipment	\$ 33,261.60	\$ 40,000	\$ 6,738	83.15%
602 SWICAP	\$ 18,656.99	\$ 30,000	\$ 11,343	62.19%
705 Refunds				
Carryover		\$ 277,700		
Expenditure Subtotal	\$ 1,844,569.40	\$ 1,979,300	\$ 134,731	93.19%

Projected Revenue and Expenditures

	Actual FY 2006	Actual FY 2007	Actual FY 2008	Actual FY 2009	Actual FY 2010	Actual FY 2011	Projected FY 2012	Projected FY 2013
Resources:								
Balance Forward	\$ 6,533	\$ 186,971	\$ 751,218	\$ 999,099	\$ 465,147	\$ 695,116	\$ 923,038	\$ 414,041
Appropriations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Receipts								
Salary adj		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees, Lic. & Permits*	\$ 1,869,711	\$ 2,095,686	\$ 2,185,116	\$ 2,330,805	\$ 2,219,966	\$ 2,261,510	\$ 1,933,333	\$ 2,005,150
Other	\$ 304,913	\$ 308,963	\$ 278,178	\$ 315,462	\$ 359,189	\$ 373,742	\$ 360,000	\$ 360,000
Total Resources:	\$ 2,174,624	\$ 2,591,620	\$ 3,214,512	\$ 3,645,367	\$ 3,044,303	\$ 3,330,368	\$ 3,216,371	\$ 2,779,191
Expenditures:								
General Office**	\$ 1,204,206	\$ 1,103,643	\$ 1,457,624	\$ 1,598,423	\$ 1,518,807	\$ 1,550,106	\$ 1,998,997	\$ 2,098,947
DCI/FBI Bkgd checks	\$ 213,726	\$ 214,339	\$ 213,824	\$ 247,658	\$ 277,854	\$ 294,463	\$ 320,000	\$ 320,000
Inter State Transfers				\$ 754,000				
General Fund 25%	\$ 502,194	\$ 522,420	\$ 543,965	\$ 580,139	\$ 552,526	\$ 562,760	\$ 483,333	\$ 501,288
Expenditure Subtotal	\$ 1,920,126	\$ 1,840,402	\$ 2,215,413	\$ 3,180,220	\$ 2,349,187	\$ 2,407,329	\$ 2,802,330	\$ 2,920,234
Revenue minus Expenditures	\$ 254,498	\$ 751,218	\$ 999,099	\$ 465,145	\$ 695,116	\$ 923,038	\$ 414,041	\$ -141,043
Carryover Unlimited	186,971	\$ 751,218	\$ 999,099	\$ 465,145	\$ 695,116	\$ 923,038	\$ 414,041	\$ -141,043
Balance to General Fund	67,527							
Total to General Fund	569,721	522,420	543,965	580,139	552,526	562,760	483,333	501,288

** Assumes 5.0% annual increase in General Office expenditures

Assumes the number of licenses issued each year at 23, 590

Based on an \$85 application fee.

Projected Agency Revenue and Expenditures Forecast without General Fund Dollars

	Actual FY 2001-02	Actual FY 2002-03	Actual FY 2003-04	Actual FY 2004-05	Actual FY 2005-06	Actual FY 2006-07	Actual FY 2007-08	Actual FY 2008-09	Actual FY 2009-10
Resources:									
Balance Forward	\$ 93,336	\$ 50,273	\$ 34,116	\$ 0	\$ 6,533	\$ 186,971	\$ 751,218	\$ 999,099	\$ 465,148
Appropriations	\$ 42,975	\$ 41,688	\$ 40,974	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Receipts									
Salary adj		\$ 1,014	\$ -	\$ -					
Fees, Lic. & Permits	\$ 521,239	\$ 567,778	\$ 594,865	\$ 606,630	\$ 1,367,517	\$ 1,573,266	\$ 1,641,152	\$ 1,750,666	\$ 1,667,440
Other	\$ 218,718	\$ 230,206	\$ 251,694	\$ 254,944	\$ 304,913	\$ 308,963	\$ 278,178	\$ 315,462	\$ 359,189
Total Resources:	\$ 782,932	\$ 840,686	\$ 887,533	\$ 861,574	\$ 1,672,430	\$ 2,069,200	\$ 2,670,547	\$ 3,065,228	\$ 2,491,777
Expenditures:									
General Office	\$ 556,843	\$ 581,434	\$ 648,004	\$ 616,220	\$ 1,204,206	\$ 1,103,643	\$ 1,457,624	\$ 2,352,423	\$ 1,518,807
DCI/FBI Bkgd checks	\$ 269,152	\$ 275,409	\$ 273,644	\$ 238,821	\$ 213,726	\$ 214,339	\$ 213,814	\$ 247,658	\$ 277,854
Expenditure Subtotal	\$ 825,995	\$ 856,843	\$ 921,648	\$ 855,041	\$ 1,417,932	\$ 1,317,982	\$ 1,671,438	\$ 2,600,081	\$ 1,796,661
Resources minus Expenditures =	\$ (43,063)	\$ (16,157)	\$ (34,115)	\$ 6,533	\$ 254,498	\$ 751,218	\$ 999,099	\$ 465,165	\$ 695,116
Carry Forward	\$ 50,273	\$ 34,116	\$ 0	\$ 6,533	\$ 186,971	\$ 751,218	\$ 999,099	\$ 465,165	\$ 695,116

FTE Positions

FTE Budgeted	9.00	7.00	7.00	7.00	12.00	12.00	14.00	18.00	16.00
FTE Used	6.36	6.53	6.73	6.73	12.00	12.00	15.00	17.00	15.00

The number of FTE's does not include the number of part time or contracted employees for the Live Scan (fingerprint) program.

**Actual
FY 2010-11**

Resources:	
Balance Forward	\$ 695,116
Appropriations	\$ -
Receipts	
Salary adj	
Fees, Lic. & Permits	\$ 1,698,750
Other	\$ 373,742
Total Resources:	\$ 2,767,608

Expenditures:	
General Office	\$ 1,550,106
DCI/FBI Bkgd checks	\$ 294,463

Expenditure Subtotal \$ 1,844,569

**Resources minus
Expenditures =** \$ 923,038

Carry Forward \$ 923,038

FTE Positions	
FTE Budgeted	16.00
FTE Used	15.00

The number of FTE's does r

Board of Educational Examiners SFY 11 Budget

SFY 11 Spending Plan Board of Education Examiners Appropriation Unit #0154		Licensure Fee % Increase 0001-9397
Revenue		
Appropriation		-
Brought Fwd 10		650,000
401 Licensure Fees		1,307,000
704 DCI Check		300,000
Total Funds Available		2,257,000
Expenditures		
	FTE's	15
101 Personal Services		1,317,300
202 In-State Travel		25,000
203 Assigned Vehicle Operation		4,000
204 Vehicle Depreciation		3,000
205 Out-of-State Travel		20,000
301 Office Supplies		20,000
304 Workshop Materials		10,000
309 Printing & Binding		17,000
313 Postage		40,000
401 Communications/ ICN		18,000
402 Rentals		2,500
405 Professional Services		20,000
406 Outside Services		285,000
407 Intra State Transfer		8,500
408 Advertising		2,000
409 Outside Repairs/Services		4,500
411 Atty General Reimb		28,000
412 Auditor of state Reimbursemen		7,500
414 Other Agency Reimb		17,000
416 ITE Reimbursement		30,000
418 IT Contracted Services		20,000
502 Office Equipment		5,000
503 Equipment Non-Inventory		5,000
510 Data Processing		40,000
602 IDC/SWICAP/Other Expense		30,000
801 State Aid (Pass Through)		-
Total Expenditures		1,979,300
Estimated Carry Forward 12 (E8-E38)		277,700

Do not use budget in shaded areas
Calculations in cells highlighted

Board of Educational Examiners SFY 12 Budget

SFY 12 Spending Plan Board of Education Examiners - after Layoff plan app Appropriation Unit # 0154		Licensure Fees Total 0001-9397
Revenue		
	Appropriation	-
	Brought FWD 11	900,000
	501 Fees	1,450,000
	704 Misc Receipts	360,000
	Total Funds Available	2,710,000
Expenditures		
	FTE's	18
	101 Personal Services	1,450,000
	101 SERIP	40,830
	202 In-State Travel	25,000
	203 Assigned Vehicle Operation	4,000
	204 Vehicle Depreciation	3,000
	205 Out-of-State Travel	20,000
	301 Office Supplies	10,000
	309 Printing & Binding	17,000
	313 Postage	40,000
	401 Communications/ ICN	15,000
	402 Rentals	3,500
	405 Professional Services	20,000
	406 Outside Services	320,000
	407 Intra State Transfer	-
	408 Advertising	3,000
	409 Outside Repairs/Services	8,000
	414 Other Agency Reimb	15,000
	416 ITE Reimbursement	35,000
	417 Workers Compensation	-
	418 IT Contracted Services	20,000
	432 Gov Transfer to Att General	35,000
	433 Gov Transfer to Auditor of State	10,000
	434 Gov Transfer to Other Agencies	290,000
	502 Office Equipment	5,000
	503 Equipmment Non-Inventory	3,000
	510 Data Processing	60,000
	602 IDC/SWICAP/Other Expense	30,000
	801 State Aid (Pass Through)	-
	Total Expenditures	2,482,330
	Estimated Carry Forward 13 (E8-E38)	227,670

Do not use budget in shaded areas
Calculations in cells highlighted

MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: Reports and Approvals – Legislative Reception Update

The legislative reception is scheduled for Thursday, January 19, 2012, 7-9 a.m., in the Capitol 1st floor rotunda (east wing) with the board meeting to follow at 9:30 a.m. in the State Board Room at the Grimes Building. The Board will have a dinner meeting (location TBD) at 7 p.m. on Wednesday, January 18, to review the agenda/talking points for the legislative reception. The Professional Practices Committee will meet at 5 p.m. on Wednesday prior to the dinner meeting.

MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: Reports and Approvals – NASDTEC Professional Practices Institute Report

Beth Myers will report on the NASDTEC Professional Practices Institute (The Jagged Line) which she attended on October 19-21, 2011, in Little Rock, Arkansas. Board member Dr. Marianne Mickelson also attended the conference.

MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: Reports and Approvals – Technology Update

Please review the following recommendations for using carryover monies to improve the efficiency and effectiveness of the agency.

Short term priorities

- +IPADs for consultants
 - Needed for supt meetings & other conferences
 - Needed when present info at Board mtgs
- +College recommend online to add endorsements
- +College/AEA recommend online for coach, para, sub auth
- +Renew sub auth online

This fiscal year priorities

- +Use credit card in office for any transaction
 - Have separate terminal available in fingerprint area
 - Staff key in fee amount needed for what license or action
 - Applicant inputs on computer the credit card transaction
- +Use credit card or e-check online for any transaction
 - Staff authorize amount needed and send web link to applicant
 - Applicant inputs on computer for credit card transaction
 - Submit other materials separately

Long term priorities

- +Integrate BLIP and VI into new format
 - IT has licensure system for medical and dental boards
 - Can we utilize & adapt program that is already designed
- +New format should be leading toward paperless environment
 - Load documents into program
 - Research IL, OR, CA online application process
 - Determine what signatures are really needed
 - Need Section II signed by college official?
 - Need admin signature for experience?
 - Need admin signature for extensions?
 - Need AD verify coach auth renewal?
- +New format should indicate status of application
 - User friendly

MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: Reports and Approvals – ISEA Presentation

Wayne Bauman and Bob Brown, UniServ Directors from ISEA, will provide an update and status report on the ISEA's Ethics for Educators class.

MEMO

Date: November 18, 2011

To: Board Members

From: George J. Maurer, Ed.D., Executive Director

RE: Reports and Approvals – Reflections on Dr. Hutchings Presentation

Please review staff recommendations for developing a skeletal framework as a guide for developing a continuum for ethics and license programs for pre-service to in-service for teachers and administrators.

Pre-service for teachers and administrators

BOEE develop competencies

develop curriculum

College may submit syllabus for BOEE approval

1-3 semester hour course

In preparation programs:

Teacher prep, admin prep and professional service prep programs

For renewal of teaching, admin and PSL licenses

In addition to 6 renewal credits

Options

ISEA course

AEA develop course

Doesn't have to be 15 contact hours

Could be revision of current program on web

Online courses, i.e. Northern Arizona University

Train the trainers

Every 3 years review and update the material covered

For approval of programs

What is generic enough in area of ethics

What Iowa components are needed

How are licensure updates included