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STATE OF IOWA
BOARD OF EDUCATIONAL EXAMINERS
701 E. Court Ave., Suite A
Des Moines, Iowa 50309

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Minutes
April 19, 2024

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The Board of Educational Examiners (Board or BoEE) held a meeting on April 19, 2024. Chad Janzen, Board Chair, called the meeting to order at 8:46 a.m. due to internet connectivity issues. Members attending were Kathy Behrens, Pam Bleam, Davis Eidahl, Kristen Rickey, Eric St Clair, Ryan Weldon, Michael Lock, Daniel Zylstra and Miranda Brus. Also in attendance was Mike Cavin, Executive Director, Beth Myers, Attorney/Investigator, Diane Dennis, Greg Horstmann, and Lori Lavorato, Investigators, Tyler Eason, Assistant Attorney General. Tim Bower was unable to attend.

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Director Cavin introduced new Board Member, Miranda Brus.

Eric St Clair moved, with a second by Kristen Rickey, to approve the agenda.

MOTION CARRIED UNANIMOUSLY

Kristen Rickey, with a second by Eric St Clair to approve the consent agenda (minutes for March 22, 2024). **MOTION CARRIED UNANIMOUSLY.**

Kathy Behrens moved, with a second by Kristen Rickey, that the Board go into closed session for the purpose of discussing closed session minutes whether to initiate licensee disciplinary proceedings, the decision to be rendered in a contested case, confidential health information, and mental health information, pursuant to Iowa Code sections 21.5(1)(a), (d), and (f). Roll call vote: Behrens – yes; Bleam – yes; Eidahl – yes; Janzen – yes; Rickey – yes; St Clair – yes; Weldon – yes; Zylstra – yes; Lock – yes; Brus - yes **MOTION CARRIED UNANIMOUSLY**

1 The Board returned to open session at 1:48 p.m.

2

3 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-26**,
4 the Board find that the evidence gathered in the investigations, including witness
5 statements and the documentary evidence, does not substantiate the allegations in the
6 complaints, and that the Board therefore lacks probable cause to proceed with this
7 matter. **MOTION CARRIED UNANIMOUSLY**

8

9 Eric St Clair moved, with a second by Kristen Rickey, that in **case number 24-27**, the
10 Board finds that the evidence gathered in the investigation, including witness
11 statements and the documentary evidence, does not substantiate the allegations in the
12 complaint, and that the Board therefore lacks probable cause to proceed with this
13 matter. **MOTION CARRIED UNANIMOUSLY**

14

15 Pam Blead moved, with a second by Kathy Behrens, that in **case number 23-153**, the
16 Board finds that the evidence gathered in the investigation, including witness
17 statements and the documentary evidence, does not substantiate the allegations in the
18 complaint, and that the Board therefore lacks probable cause to proceed with this
19 matter. **MOTION CARRIED UNANIMOUSLY**

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21 Pam Blead moved, with a second by Kristen Rickey, that in **case number 23-154**, the
22 Board finds that the evidence gathered in the investigation, including witness
23 statements and the documentary evidence, does not substantiate the allegations in the
24 complaint, and that the Board therefore lacks probable cause to proceed with this
25 matter. **MOTION CARRIED UNANIMOUSLY**

26

27 Pam Blead moved, with a second by Kathy Behrens, that in **case number 23-155**, the
28 Board finds that the evidence gathered in the investigation, including witness
29 statements and the documentary evidence, does not substantiate the allegations in the
30 complaint, and that the Board therefore lacks probable cause to proceed with this
31 matter. **MOTION CARRIED UNANIMOUSLY**

32

1 Kathy Behrens moved, with a second by Eric St Clair, that in **case number 24-36** the
2 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 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-40**,
8 the Board find probable cause to establish a violation of the Code of Professional
9 Conduct and Ethics, 282 IAC rule 25.3(3)e, and order this case set for hearing.

10 **MOTION CARRIED UNANIMOUSLY**

11
12 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-35**,
13 the Board find probable cause to establish a violation of the Code of Professional
14 Conduct and Ethics, 282 IAC rule 25.3(1)e(4) and order this case set for hearing.

15 **MOTION CARRIED UNANIMOUSLY**

16
17 Eric St Clair moved, with a second by Pam Blead, that in **case number 23-139**, the
18 Board find probable cause to establish a violation of the Code of Professional Conduct
19 and Ethics, 282 IAC rule 25.3(3)e, 25.3(6)m, 25.3(8)a & b, and order this case set for
20 hearing. **MOTION CARRIED UNANIMOUSLY**

21
22 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-38**,
23 the Board find probable cause to establish a violation of the Code of Professional
24 Conduct and Ethics, 282 IAC rule 25.3(2)b, and order this case set for hearing.

25 **MOTION CARRIED UNANIMOUSLY**

26
27 Kathy Behrens moved, with a second by Eric St Clair, that in **case number 24-41**, the
28 Board find probable cause to establish a violation of the Code of Professional Conduct
29 and Ethics, 282 IAC rule 25.3(2)b, and order this case set for hearing. **MOTION**

30 **CARRIED UNANIMOUSLY**

31
32 Pam Blead moved, with a second by Kathy Behrens, that in **case number 24-46**, the
33 Board find probable cause to establish a violation of the Code of Professional Conduct

1 and Ethics, 282 IAC rule 25.3(5)a(2), and order this case set for hearing. **MOTION**
2 **CARRIED UNANIMOUSLY**

3
4 Eric St Clair moved, with a second by Kathy Behrens, that in **case numbers 24-52,**
5 **24-53, 24-54,** the Board find that the evidence gathered in the investigation,
6 including witness statements and the documentary evidence, does not substantiate
7 the allegations in the complaint, and that the Board therefore lacks probable cause to
8 proceed with this matter. **MOTION CARRIED UNANIMOUSLY**

9
10 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 23-175,**
11 the board deny the Respondent's motion to dismiss, and find probable cause to
12 establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule
13 25.3(3)e, and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY**

14
15 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 23-181,**
16 the Board finds that the evidence gathered in the investigation, including witness
17 statements and the documentary evidence, does not substantiate the allegations in the
18 complaint, and that the Board therefore lacks probable cause to proceed with this
19 matter. Roll call vote: Behrens – yes; Bleam – no; Eidahl – yes; Janzen – yes; Rickey –
20 yes; St Clair – yes; Weldon – yes; Zylstra – yes; Lock – yes; Brus – yes. **MOTION**
21 **CARRIED**

22
23 Kathy Behrens moved, with a second by Pam Bleam, that in **case number 23-186,** the
24 Board finds that the evidence gathered in the investigation, including witness
25 statements and the documentary evidence, does not substantiate the allegations in the
26 complaint, and that the Board therefore lacks probable cause to proceed with this
27 matter. **MOTION CARRIED UNANIMOUSLY**

28
29 Eric St Clair moved, with a second by Kristen Rickey, that in **case number 23-57,** the
30 Board find probable cause to establish a violation of the Code of Professional Conduct
31 and Ethics, 282 IAC rule 25.3(6)c & d and 25.3(4)e, and order this case set for
32 hearing. Roll call vote: Behrens -yes; Bleam – yes; Eidahl – yes; Janzen – yes; Rickey -

1 yes; St Clair – yes; Weldon – yes; Zylstra – recused; Lock – yes; Brus – yes. **MOTION**
2 **CARRIED**

3

4 Pam Bleam moved, with a second by Kathy Behrens, that in **case number 24-33**, the
5 Board find probable cause to establish a violation of the Code of Professional Conduct
6 and Ethics, 282 IAC rule 25.3(5)a(2), and order this case set for hearing. **MOTION**
7 **CARRIED UNANIMOUSLY**

8

9 Eric St Clair moved, with a second by Pam Bleam, that in **case number 24-29**, the
10 Board find probable cause to establish a violation of the Code of Professional Conduct
11 and Ethics, 282 IAC rule 25.3(6)c & d, 25.3(8)a & b, and order this case set for
12 hearing. **MOTION CARRIED UNANIMOUSLY**

13

14 Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-222**,
15 the Board return the complaint and investigative report to the investigator to gather
16 further information, and return the case to the Board for further consideration.
17 **MOTION CARRIED UNANIMOUSLY**

18

19 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 23-146**,
20 the Board return the complaint and investigative report to the investigator to gather
21 further information, and return the case to the Board for further consideration.
22 **MOTION CARRIED UNANIMOUSLY**

23

24 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 23-129** the
25 Board return the complaint and investigative report to the investigator to gather
26 further information, and return the case to the Board for further consideration.
27 **MOTION CARRIED UNANIMOUSLY**

28

29 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 23-137** the
30 Board return the complaint and investigative report to the investigator to gather
31 further information, and return the case to the Board for further consideration.
32 **MOTION CARRIED UNANIMOUSLY**

33

1 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 23-141** the
2 Board return the complaint and investigative report to the investigator to gather
3 further information, and return the case to the Board for further consideration.

4 **MOTION CARRIED UNANIMOUSLY**

5

6 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 23-142** the
7 Board return the complaint and investigative report to the investigator to gather
8 further information, and return the case to the Board for further consideration.

9 **MOTION CARRIED UNANIMOUSLY**

10

11 Pam Bleam moved, with a second by Kathy Behrens, that in **case number 23-184**, the
12 Board find probable cause to establish a violation of the Code of Professional Conduct
13 and Ethics, 282 IAC rule 25.3(5)a(2), and order this case set for hearing. **MOTION**

14 **CARRIED UNANIMOUSLY**

15

16 Kathy Behrens moved, with a second by Pam Bleam, that the Board accept the
17 respondent's waiver of hearing and voluntary surrender in **case number 24-68** and
18 that the Board issue an order permanently revoking the license with no possibility of
19 reinstatement. **MOTION CARRIED UNANIMOUSLY**

20

21 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 23-66**
22 the Board accept the agreement submitted by the parties, and issue an Order
23 incorporating the agreement and imposing the agreed upon sanction. **MOTION**

24 **CARRIED UNANIMOUSLY**

25

26 Eric St Clair moved, with a second by Pam Bleam, that in **case number 23-115** the
27 Board accept the agreement submitted by the parties, and issue an Order
28 incorporating the agreement and imposing the agreed upon sanction. **MOTION**

29 **CARRIED UNANIMOUSLY**

30

31 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 22-174** the
32 Board accept the agreement submitted by the parties, and issue an Order

1 incorporating the agreement and imposing the agreed upon sanction. **MOTION**
2 **CARRIED UNANIMOUSLY**

3
4 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 23-195**
5 the Board accept the agreement submitted by the parties, and issue an Order
6 incorporating the agreement and imposing the agreed upon sanction. **MOTION**
7 **CARRIED UNANIMOUSLY**

8
9 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 21-158** the
10 Board accept the agreement submitted by the parties, and issue an order permanently
11 revoking the license with no possibility of reinstatement. **MOTION CARRIED**
12 **UNANIMOUSLY**

13
14 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 21-150**
15 the Board reject the agreement submitted by the parties, and return the case for
16 further proceedings consistent with this decision. **MOTION CARRIED**
17 **UNANIMOUSLY**

18
19 Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-118**
20 the Board accept the agreement submitted by the parties, and issue an Order
21 incorporating the agreement and imposing the agreed upon sanction. **MOTION**
22 **CARRIED UNANIMOUSLY**

23
24 Pam Blean moved, with a second by Kristen Rickey, that in **case number 23-95** the
25 Board accept the agreement submitted by the parties, and issue an Order
26 incorporating the agreement and imposing the agreed upon sanction. **MOTION**
27 **CARRIED UNANIMOUSLY**

28
29 Eric St Clair moved, with a second by Kathy Behrens, to accept the signed consents to
30 waive the deadline in **case numbers 23-211 and 23-206**, and issue an order
31 extending the deadline. **MOTION CARRIED UNANIMOUSLY**

32

1 Kathy Behrens moved, with a second by Pam Bleam, to extend the 180-day deadline
2 for issuance of the final decision in case number 23-191 based upon the amount of
3 time needed to complete the investigation and conclude the contested case process
4 and allowing more time for resolution of the complaint assures due process for the
5 Respondent. **MOTION CARRIED UNANIMOUSLY**

6
7 Kristen Rickey moved, with a second by Pam Bleam to extend the 180-day deadline for
8 issuance of the final decision in case number 23-192 based upon the amount of time
9 needed to complete the investigation and conclude the contested case process and
10 respondent did not file an objection to the extension even though given an opportunity
11 to object. **MOTION CARRIED UNANIMOUSLY**

12
13 Eric St Clair moved, with a second by Kathy Behrens, to extend the 180-day deadline
14 for issuance of the final decision in case number 23-193 based upon the amount of
15 time needed to complete the investigation and conclude the contested case process
16 and respondent did not file an objection to the extension even though given an
17 opportunity to object. **MOTION CARRIED UNANIMOUSLY**

18
19 Kathy Behrens moved, with a second by Pam Bleam, to extend the 180-day deadline
20 for issuance of the final decision in case number 23-194 based upon the amount of
21 time needed to complete the investigation and conclude the contested case process
22 and respondent did not file an objection to the extension even though given an
23 opportunity to object. **MOTION CARRIED UNANIMOUSLY**

24
25 Kristen Rickey moved, with a second by Eric St Clair to extend the 180-day deadline
26 for issuance of the final decision in case number 23-199 based upon the amount of
27 time needed to complete the investigation and conclude the contested case process
28 and respondent does not object to the extension. **MOTION CARRIED UNANIMOUSLY**

29
30 Eric St Clair moved, with a second by Pam Bleam, to extend the 180-day deadline for
31 issuance of the final decision in case number 23-200 based upon the amount of time
32 needed to complete the investigation and conclude the contested case process and
33 respondent does not object to the extension. **MOTION CARRIED UNANIMOUSLY**

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Kathy Behrens moved, with a second by Kristen Rickey, to extend the 180-day deadline for issuance of the final decision in **case number 23-201** based upon the amount of time needed to complete the investigation and conclude the contested case process and respondent does not object to the extension. **MOTION CARRIED UNANIMOUSLY**

Pam Bleam moved, with a second by Kathy Behrens, to extend the 180-day deadline for issuance of the final decision in **case number 23-202** based upon the amount of time needed to complete the investigation and conclude the contested case process and respondent does not object to the extension. **MOTION CARRIED UNANIMOUSLY**

Kristen Rickey moved, with a second by Eric St Clair, to extend the 180-day deadline for issuance of the final decision in **case number 23-203** based upon the amount of time needed to complete the investigation and conclude the contested case process and respondent does not object to the extension. **MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Kristen Rickey, to extend the 180-day deadline for issuance of the final decision in **case number 23-204** based upon the amount of time needed to complete the investigation and conclude the contested case process and respondent did not file an objection to the extension even though given an opportunity to object. **MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Pam Bleam, to extend the 180-day deadline for issuance of the final decision in **case number 23-205** based upon the amount of time needed to complete the investigation and conclude the contested case process and respondent does not object to the extension. **MOTION CARRIED UNANIMOUSLY**

Tyler Eason recused during the closed session discussion of the following 180-day cases:

1 Kathy Behrens moved, with a second by Pam Bleam to extend the 180-day deadline
2 for issuance of the final decision in case number 23-197 based upon the need to
3 schedule the hearing and conclude the contested case process and respondent did not
4 file an objection to the extension even though given an opportunity to object. **MOTION**
5 **CARRIED UNANIMOUSLY**

6
7 Eric St Clair moved, with a second by Kristen Rickey, to extend the 180-day deadline
8 for issuance of the final decision in case number 23-198 based upon the need to
9 schedule the hearing and conclude the contested case process and respondent does
10 not object to the extension. **MOTION CARRIED UNANIMOUSLY**

11
12 Eric St Clair moved, with a second by Kristen Rickey to approve the closed
13 session minutes for March 22, 2024. **MOTION CARRIED UNANIMOUSLY**

14
15 Request for Reinstatement: Case no. 23-101 In the matter of Todd Parsons. Mr.
16 Parsons was alleged to have been in possession of, consumed, and under the influence
17 of alcohol while performing duties as Head Girls Track coach. His sanction included: a
18 written reprimand, a deferred suspension of his license for a minimum of three
19 months, attendance at an ethics class and a substance abuse evaluation. The
20 deferred suspension period began November 8, 2023. Mr. Parsons applied for
21 reinstatement on March 14, 2024, has met the timeline of the suspension and fulfilled
22 the requirements of the disciplinary order. Mr. Parsons was not present before the
23 board. Kristen Rickey moved, with a second by Eric St Clair, that the board approve
24 reinstatement of the license in case number 23-101 because the need for the
25 suspension no longer exists and it is in the public interest to reinstate the license.
26 **MOTION CARRIED UNANIMOUSLY**

27
28 Request for Reinstatement: Case no. 23-102 In the matter of David Griffin. Mr. Griffin
29 was alleged to have been in possession of, consumed, and under the influence of
30 alcohol while performing duties as Head Girls Track coach. His sanction included: a
31 written reprimand, a deferred suspension of his license for a minimum of three
32 months, attendance at an ethics class and a substance abuse evaluation. The
33 deferred suspension period began December 15, 2023. Mr. Griffin applied for

1 reinstatement on March 14, 2024, has met the timeline of the suspension and fulfilled
2 the requirements of the disciplinary order. Mr. Griffin was not present before the
3 board. Kristen Rickey moved, with a second by Kathy Behrens, that the board
4 approve reinstatement of the license in **case number 23-102** because the need for the
5 suspension no longer exists and it is in the public interest to reinstate the license.

6 **MOTION CARRIED UNANIMOUSLY**

7
8 Communication from the Public:

9 None

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11 Board Member Reports:

12 None

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14 Executive Director's Report

15 Legislative Report:

16 Joanne Tubbs and Eric St. Clair have been monitoring legislative action. Joanne
17 Tubbs gave an overview of some legislative priorities that were bundled into one bill.
18 This bill adds student abuse to mandatory reporting areas, requires the BoEE to have
19 a secured (not public) online tracking system for those who have filed a complaint,
20 allows the BoEE to report crimes to law enforcement that might be discovered in the
21 course of an investigation and extends the timeline for some complaints in certain
22 areas. A bill recently passed to modify the teacher intern program licensure pathway,
23 and would allow the issuance of a teacher intern license in year one of the program,
24 rather than year two. It also creates a new pathway for alternative licensure, to allow
25 a teacher preparation programs to operate in the state that meet very specific criteria.
26 A pending workforce development bill would direct us to notice and adopt rules to
27 expand CTE authorization endorsement possibilities.

28
29 Agency Update:

30 Welcome to our new board member, Miranda Brus. Director Cavin is still looking into
31 a board member replacement for Dr. Rickey upon her retirement this summer.
32 Director Cavin is also working on a replacement for Greg Horstmann's position, due to

1 his upcoming retirement this summer. We are also waiting on passage of the
2 Education Appropriations bill before we begin the search for a new investigator.

3
4 **Financial Report:**

5 Financials have been included and we are behind about 17% for FY 24. This is due to
6 a combination of factor's including the new renewal process and a decrease in
7 applications, which are down by approximately 4,000.

8
9 **License Report:**

10 Renewals are less than 2 weeks out. Conditional Licenses that were issued for 23-24
11 School Year totaled 1,375.

12
13 The June retreat and Meeting will take place in Des Moines at the Grimes Building, in
14 room B100. The retreat will be held on Thursday, June 20th and the board meeting will
15 take place on Friday, June 21st.

16
17 **Rules:**

18 Amend IAC 282 Chapter 22- Authorizations was moved back to discussion based on
19 the feedback from last month.

20
21 **Petition for Waiver**

22 Ryan Weldon moved, with a second by Kristen Rickey, that the Board grant **PFW 24-**
23 **04 Lisa Mellmann. MOTION CARRIED UNANIMOUSLY.** Reasons for approving: On
24 April 8, 2024 the Board received a Petition from Ms. Mellmann requesting a waiver of
25 the requirement of an advanced degree in the area for a Content Specialist
26 Authorization and to add both Chemistry and Physics to her Content Specialist
27 Authorization in Chemistry. Ms. Mellmann holds a Content Specialist Authorization.
28 She has an advanced degree in Chemistry, but has not completed a teacher
29 preparation program. She currently holds a Coaching Authorization that expired
30 January 23, 2007. Ms. Mellmann's advanced degree is in Chemistry and therefore is
31 only able to add a Chemistry endorsement to her authorization. Ms. Mellmann has
32 taught both Chemistry and Physics at a college for 15 years. The Board found it
33 would be difficult to get advanced degrees in two content areas that are closely related.

1 The Board also found Ms. Mellmann has revised and worked on her pedagogy many
2 times during her years of teaching college students and she has won teaching awards.

3

4 Reports

5 NONE

6

7 There being no further business, Ryan Weldon moved, with a second by Kristen
8 Rickey, to adjourn the meeting at 2:44 p.m. **MOTION CARRIED UNANIMOUSLY.**