

1 **STATE OF IOWA**
2 **BOARD OF EDUCATIONAL EXAMINERS**
3 **701 E. Court Ave., Suite A**
4 **Des Moines, Iowa 50309**

5
6 **Minutes**
7 **May 17, 2024**
8

9 The Board of Educational Examiners (Board or BoEE) held a meeting on May 17,
10 2024. Chad Janzen, Board Chair, called the meeting to order at 8:30 a.m. Members
11 attending were Kathy Behrens, Kristen Rickey, Eric St Clair, Ryan Weldon, Michael
12 Lock, Daniel Zylstra and Miranda Brus. Also in attendance was Mike Cavin, Executive
13 Director, Beth Myers, Attorney/Investigator, Diane Dennis, Greg Horstmann, and Lori
14 Lavorato, Investigators, Kristi Traynor and Andrew Steffensmeier, Assistant Attorneys
15 General. Tim Bower, Pam Bleam and Davis Eidahl were unable to attend.

16
17 Eric St Clair moved, with a second by Kristen Rickey, to approve the agenda.

18 **MOTION CARRIED UNANIMOUSLY**
19

20 Eric St Clair, with a second by Kristen Rickey to approve the consent agenda (minutes
21 for April 19, 2024). **MOTION CARRIED UNANIMOUSLY.**
22

23 Kristen Rickey moved, with a second by Kathy Behrens, that the Board go into closed
24 session for the purpose of discussing closed session minutes whether to initiate
25 licensee disciplinary proceedings, the decision to be rendered in a contested case,
26 confidential health information, and mental health information, pursuant to Iowa
27 Code sections 21.5(1)(a), (d), and (f). Roll call vote: Behrens – yes; Janzen – yes; Rickey
28 – yes; St Clair – yes; Weldon – yes; Zylstra – yes; Lock – yes; Brus - yes **MOTION**
29 **CARRIED UNANIMOUSLY**
30

31 The Board returned to open session at 12:40 p.m.
32

33 Kristi Traynor recused during closed session discussion of case number 24-82.

1 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-82**,
2 the Board find probable cause to establish a violation the Code of Professional
3 Conduct and Ethics, 282 IAC rule 25.3(3)c, e, 25.3(6)l and m, and order this case set
4 for hearing. **MOTION CARRIED UNANIMOUSLY**

5

6 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-61**,
7 the Board finds that the evidence gathered in the investigation, including witness
8 statements and the documentary evidence, does not substantiate the allegations in the
9 complaint, and that the Board therefore lacks probable cause to proceed with this
10 matter. **MOTION CARRIED UNANIMOUSLY**

11

12 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-62**,
13 the Board finds that the evidence gathered in the investigation, including witness
14 statements and the documentary evidence, does not substantiate the allegations in the
15 complaint, and that the Board therefore lacks probable cause to proceed with this
16 matter. **MOTION CARRIED UNANIMOUSLY**

17

18 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-63**,
19 the Board finds that the evidence gathered in the investigation, including witness
20 statements and the documentary evidence, does not substantiate the allegations in the
21 complaint, and that the Board therefore lacks probable cause to proceed with this
22 matter. **MOTION CARRIED UNANIMOUSLY**

23

24 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-64**,
25 the Board finds that the evidence gathered in the investigation, including witness
26 statements and the documentary evidence, does not substantiate the allegations in the
27 complaint, and that the Board therefore lacks probable cause to proceed with this
28 matter. **MOTION CARRIED UNANIMOUSLY**

29

30 Eric St Clair moved, with a second by Kathy Behrens, that in **case number 24-92**, the
31 Board find probable cause to establish a violation of the Code of Professional Conduct
32 and Ethics, 282 IAC rule 25.3(3)e, 25.3(6)m & u, 25.3(8)a & b and order this case set
33 for hearing. **MOTION CARRIED UNANIMOUSLY**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32

Kathy Behrens moved, with a second by Eric St Clair, that in **case number 24-74**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(4)b &e, 25.3(6)f and order this case set for hearing.

MOTION CARRIED UNANIMOUSLY

Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-56**, the Board finds that the evidence gathered in the investigation, including witness statements and the documentary evidence, does not substantiate the allegations in the complaint, and that the Board therefore lacks probable cause to proceed with this matter. **MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kristen Rickey that in **case number 23-222**, the Board return the complaint and investigative report to the investigator to gather further information, and return the case to the Board for further consideration.

MOTION CARRIED UNANIMOUSLY

Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-49**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(2)b, and order this case set for hearing. Roll call vote: Behrens – yes; Janzen – recused; Rickey – yes; St Clair – yes; Weldon – yes; Zylstra – yes; Lock – yes; Brus - yes **MOTION CARRIED**

Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-50**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(2)b, and order this case set for hearing. Roll call vote: Behrens – yes; Janzen – recused; Rickey – yes; St Clair – yes; Weldon – yes; Zylstra – yes; Lock – yes; Brus - yes **MOTION CARRIED**

Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-51**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(2)b, and order this case set for hearing. Roll

1 call vote: Behrens – yes; Janzen – recused; Rickey – yes; St Clair – yes; Weldon – yes;
2 Zylstra – yes; Lock – yes; Brus - yes **MOTION CARRIED**

3
4 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 24-67**, the
5 Board find probable cause to establish a violation of the Code of Professional Conduct
6 and Ethics, 282 IAC rule 25.3(2)a, and order this case set for hearing. **MOTION**
7 **CARRIED UNANIMOUSLY**

8
9 Eric St Clair moved, with a second by Kristen Rickey, that in **case number 23-233**,
10 the Board find probable cause to establish a violation of the Code of Professional
11 Conduct and Ethics, 282 IAC rule 25.3(4)a and order this case set for hearing.
12 **MOTION CARRIED UNANIMOUSLY**

13
14 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-88**,
15 the Board find probable cause to establish a violation of the Code of Professional
16 Conduct and Ethics, 282 IAC rule 25.3(5)a(2), and order this case set for hearing.
17 **MOTION CARRIED UNANIMOUSLY**

18
19 Director Cavin recused from closed session discussion of case 24-101.

20 Eric St Clair moved, with a second by Kristen Rickey that in **case number 24-101**, the
21 board, find probable cause to establish a violation of the Code of Professional Conduct
22 and Ethics, 282 IAC rule 25.3(6)m & 25.3(8)a, and order this case set for hearing.
23 **MOTION CARRIED UNANIMOUSLY**

24
25 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 22-119**,
26 the Board find probable cause to establish a violation of the Code of Professional
27 Conduct and Ethics, 282 IAC rule 25.3(1)e(4) and 25.3(8)a & b, and order this case set
28 for hearing. **MOTION CARRIED UNANIMOUSLY**

29
30 Eric St Clair moved, with a second by Kathy Behrens, that in **case number 24-75**, the
31 Board find probable cause to establish a violation of the Code of Professional Conduct
32 and Ethics, 282 IAC rule 25.3(6)l, r & s and order this case set for hearing. **MOTION**
33 **CARRIED UNANIMOUSLY**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33

Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-76**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(6)l, r & s, and order this case set for hearing.

MOTION CARRIED UNANIMOUSLY

Kathy Behrens moved, with a second by Eric St Clair, that in **case number 24-77**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(6)l, r & s and order this case set for hearing. **MOTION**

CARRIED UNANIMOUSLY

Eric St Clair moved, with a second by Kathy Behrens, that in **case number 23-168**, the Board finds that the evidence gathered in the investigation, including witness statements and the documentary evidence, does not substantiate the allegations in the complaint, and that the Board therefore lacks probable cause to proceed with this matter. **MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-100**, the Board find that, although one or more of the allegations in the complaint may be substantiated by the witnesses interviewed in the course of the investigation and the documents gathered in the course of the investigation, and the allegations may constitute a technical violation of the board’s statute or administrative rules; the evidence before the board indicates that adequate steps have been taken to remedy the violation and to ensure that incidents of a similar nature do not occur in the future. The Board will not pursue formal disciplinary action in this matter. **MOTION**

CARRIED UNANIMOUSLY

Director Cavin left during closed session discussion of case number 23-190.

Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 23-190**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)a & 25.3(8)a, and order this case set for hearing. Roll call vote: Behrens – yes; Janzen – yes; Rickey – yes; St Clair – recused;

Weldon – yes; Zylstra – yes; Lock – yes; Brus - yes **MOTION CARRIED**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33

Eric St Clair moved, with a second by Kristen Rickey, that in **case number 23-113**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(6)m & 25.3(8)a, and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Kristen Rickey that in **case number 23-117**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)e(1), 25.3(6) c, d, m, & 25.3(8) a & b, and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY**

Kristen Rickey moved, with a second by Kathy Behrens, that **in case number 23-120** the Board finds that the evidence gathered in the investigation, including witness statements and the documentary evidence, does not substantiate the allegations in the complaint, and that the Board therefore lacks probable cause to proceed with this matter. **MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kristen Rickey, that in **case number 23-164**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(5)a(2), and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-179**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(5)a(2), and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY**

Kristen Rickey moved, with a second by Eric St Clair, that in **case number 23-200**, the Board finds that the evidence gathered in the investigation, including witness statements and the documentary evidence, does not substantiate the allegations in the complaint, and that the Board therefore lacks probable cause to proceed with this matter. **MOTION CARRIED UNANIMOUSLY**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32

Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 23-192**, the Board finds that the evidence gathered in the investigation, including witness statements and the documentary evidence, does not substantiate the allegations in the complaint, and that the Board therefore lacks probable cause to proceed with this matter. **MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kathy Behrens, that in **case number 24-99**, the Board find probable cause to establish a violation of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)e(1), 25.3(6)c & m, and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Kristen Rickey, that the Board accept the respondent’s waiver of hearing and voluntary surrender in **case number 23-17**, and that the Board issue an order permanently revoking the license with no possibility of reinstatement. **MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-136**, the Board accept the agreement submitted by the parties, and issue an Order incorporating the agreement and imposing the agreed upon sanction. **MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kristen Rickey, that in **case numbers 23-172**, the Board accept the agreement submitted by the parties, and issue an Order incorporating the agreement and imposing the agreed upon sanction. **MOTION CARRIED UNANIMOUSLY**

Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-07**, the Board accept the agreement submitted by the parties, and issue an Order incorporating the agreement and imposing the agreed upon sanction. **MOTION CARRIED UNANIMOUSLY**

1 Eric St Clair moved, with a second by Kathy Behrens, that in **case number 24-29**, the
2 Board accept the agreement submitted by the parties, and issue an Order
3 incorporating the agreement and imposing the agreed upon sanction. **MOTION**
4 **CARRIED UNANIMOUSLY**

5
6 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 23-230**,
7 the Board accept the agreement submitted by the parties, and issue an Order
8 incorporating the agreement and imposing the agreed upon sanction. **MOTION**
9 **CARRIED UNANIMOUSLY**

10
11 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 24-38**, the
12 Board accept the agreement submitted by the parties, and issue an Order
13 incorporating the agreement and imposing the agreed upon sanction. **MOTION**
14 **CARRIED UNANIMOUSLY**

15
16 Kathy Behrens moved, with a second by Eric St Clair, to accept the signed consents to
17 waive the deadline in **case numbers 23-218, 23-221, 23-222, 23-223, 23-225, 23-**
18 **226, 23-227, 23-232, and 23-233**, and issue an order extending the deadline.
19 **MOTION CARRIED UNANIMOUSLY**

20
21 Kristen Rickey moved, with a second by Eric St Clair, to extend the 180-day deadline
22 for issuance of the final decision in **case number 23-208** based upon the amount of
23 time needed to complete the investigation and conclude the contested case process,
24 due to the seriousness of the accused violation which is of such a magnitude,
25 additional time is required to complete a comprehensive investigative and conclude the
26 contested case process. The Respondent did not file an objection to the extension even
27 though given an opportunity to object. **MOTION CARRIED UNANIMOUSLY**

28
29 Eric St Clair moved, with a second by Kathy Behrens, to extend the 180-day deadline
30 for issuance of the final decision in **case number 23-209** based upon the amount of
31 time needed to complete the investigation and conclude the contested case process.
32 The Respondent does not object to the extension. **MOTION CARRIED UNANIMOUSLY**

33

1 Kathy Behrens moved, with a second by Kristen Rickey, to extend the 180-day
2 deadline for issuance of the final decision in **case number 23-210** based upon the
3 amount of time needed to complete the investigation and conclude the contested case
4 process. The Respondent did not file an objection to the extension even though given
5 an opportunity to object. **MOTION CARRIED UNANIMOUSLY**

6
7 Eric St Clair moved, with a second by Kathy Behrens, to extend the 180-day deadline
8 for issuance of the final decision in **case number 23-212** based upon the seriousness
9 of the accused violation is of such a magnitude, additional time is required to complete
10 a comprehensive investigative and conclude the contested case process. Retaining
11 this pending licensing matter ensures that any potential threats or risks to students
12 are thoroughly evaluated while also guaranteeing the educator has the opportunity to
13 dispute the alleged ethical wrongdoing. Retaining this pending licensing matter
14 reinforces the significance of due process for both the complainant and the respondent
15 within the licensing disciplinary system. **MOTION CARRIED UNANIMOUSLY**

16
17 Eric St Clair moved, with a second by Kathy Behrens to extend the 180-day deadline
18 for issuance of the final decision in **case number 23-213** based upon the seriousness
19 of the accused violation is of such a magnitude, additional time is required to complete
20 a comprehensive investigation and conclude the contested case process. Justice
21 would not be served by dismissing a pending complaint concerning alleged ethical
22 wrongdoing of an educator given the need to maintain safe learning environments for
23 Iowa students. Retaining this pending licensing matter reinforces the significance of
24 due process for both the Complainant and the Respondent within the license
25 disciplinary system. **MOTION CARRIED UNANIMOUSLY**

26
27 Kristen Rickey moved, with a second by Kathy Behrens, to extend the 180-day
28 deadline for issuance of the final decision in **case number 23-216** based upon the
29 amount of time needed to complete the investigation and conclude the contested case
30 process. The Respondent did not file an objection to the extension even though given
31 an opportunity to object. **MOTION CARRIED UNANIMOUSLY**

1 Kathy Behrens moved, with a second by Kristen Rickey to extend the 180-day deadline
2 for issuance of the final decision in case number 23-220 based upon the amount of
3 time needed to complete the investigation and conclude the contested case process.
4 The Respondent did not file an objection to the extension even though given an
5 opportunity to object. **MOTION CARRIED UNANIMOUSLY**

6
7 Kristen Rickey moved, with a second by Eric St Clair to extend the 180-day deadline
8 for issuance of the final decision in case number 23-224 based upon the amount of
9 time needed to complete the investigation and conclude the contested case process.
10 The Respondent did not file an objection to the extension even though given an
11 opportunity to object. **MOTION CARRIED UNANIMOUSLY**

12
13 Kathy Behrens moved, with a second by Kristen Rickey to extend the 180-day deadline
14 for issuance of the final decision in case number 23-228 based upon the amount of
15 time needed to complete the investigation and conclude the contested case process;
16 The Respondent did not file an objection to the extension even though given an
17 opportunity to object. **MOTION CARRIED UNANIMOUSLY**

18
19 Eric St Clair moved, with a second by Kathy Behrens, to extend the 180-day deadline
20 for issuance of the final decision in case number 23-231 based upon the amount of
21 time needed to complete the investigation and conclude the contested case process.
22 The Respondent did not file an objection to the extension even though given an
23 opportunity to object. **MOTION CARRIED UNANIMOUSLY**

24
25 Kristi Traynor and Andrew Steffensmeier recused during the closed session
26 discussion of the following 180-day cases:

27
28 Kathy Behrens moved, with a second by Kristen Rickey, to extend the 180-day
29 deadline for issuance of the final decision in case number 23-214 based upon the
30 need to schedule the hearing and conclude the contested case process. The
31 Respondent does not object to the extension. **MOTION CARRIED UNANIMOUSLY**

1 Kristen Rickey moved, with a second by Eric St Clair, to extend the 180-day deadline
2 for issuance of the final decision in case number 23-215 based upon the need to
3 schedule the hearing and conclude the contested case process. The Respondent did
4 not file an objection to the extension even though given an opportunity to object.

5 **MOTION CARRIED UNANIMOUSLY**

6
7 Kathy Behrens moved, with a second by Eric St Clair, to extend the 180-day deadline
8 for issuance of the final decision in case number 23-219 based upon the need to
9 schedule the hearing and conclude the contested case process. The Respondent did
10 not file an objection to the extension even though given an opportunity to object.

11 **MOTION CARRIED UNANIMOUSLY**

12
13 Eric St Clair moved, with a second by Kristen Rickey to approve the closed
14 session minutes for April 19, 2024. **MOTION CARRIED UNANIMOUSLY**

15
16 Request for Reinstatement: **Case no. 23-51 In the matter of Andrea Rhum.** Ms.
17 Rhum was alleged of being on school premises or at a school sponsored activity
18 involving students while under the influence, possessing or consuming alcohol. Her
19 sanction included: a written reprimand, a deferred suspension of her license for a
20 minimum of three months, attendance at an ethics class and a substance abuse
21 evaluation. The deferred suspension period began September 8, 2023. Ms. Rhum
22 applied for reinstatement on April 3, 2024, has met the timeline of the suspension and
23 fulfilled the requirements of the disciplinary order. Ms. Rhum was not present before
24 the board. Kristen Rickey moved, with a second by Eric St Clair, that the board grant
25 the reinstatement of the license in case number 23-51 because the need for the
26 suspension no longer exists and it is in the public interest to reinstate the license and
27 further moved that the Board authorize the Executive Director to sign the
28 reinstatement consistent with the Board's decision. **MOTION CARRIED**

29 **UNANIMOUSLY**

30
31 Request for Reinstatement: **Case no. 23-13 In the matter of Larry Martin.** Mr.
32 Martin was alleged, while acting as Principal, to have forged the signature of a teacher
33 on a performance evaluation. His sanction included: a written reprimand, a

1 suspension of his professional administrator license for a minimum of 3-months and
2 completion of a course in professional development emphasizing the technical aspects
3 and requirements of teacher evaluations and plans. The suspension period began
4 November 8, 2023. Mr. Martin applied for reinstatement on May 2, 2024, has met the
5 timeline of the suspension and fulfilled the requirements of the disciplinary order. Mr.
6 Martin was not present before the board. Eric St Clair moved, with a second by Kathy
7 Behrens, that the board grant the reinstatement of the license in **case number 23-13**
8 because the need for the suspension no longer exists and it is in the public interest to
9 reinstate the license and further moved that the Board authorize the Executive
10 Director to sign the reinstatement consistent with the Board’s decision. **MOTION**
11 **CARRIED UNANIMOUSLY**

12
13 Request for Reinstatement: **Case no. 22-175 In the matter of Troy Markin.** Mr.
14 Markin was alleged to have been on school premises or at a school-sponsored activity
15 involving students while under the influence of, possessing, using or consuming
16 alcohol. His sanction included: a written reprimand, a 1-year minimum suspension
17 of his license, completion of an ethics course, a substance abuse evaluation and
18 mental health evaluation. The suspension period began April 21, 2023. Mr. Markin
19 applied for reinstatement on May 2, 2024, has met the timeline of the suspension and
20 fulfilled the requirements of the disciplinary order. Mr. Markin was not present before
21 the board. Kristen Rickey moved, with a second by Kathy Behrens, that the board
22 approve reinstatement of the license in **case number 22-175** because the need for the
23 suspension no longer exists and it is in the public interest to reinstate the license and
24 further moved that the Board authorize the Executive Director to sign the
25 reinstatement consistent with the Board’s decision. Roll call vote: Behrens – yes;
26 Janzen – no; Rickey – yes; St Clair – yes; Weldon -yes; Zylstra – yes; Lock – yes; Brus –
27 yes; **MOTION CARRIED**

28
29 Communication from the Public:

30 None

31

32 Board Member Reports:

1 Greg Horstmann, BoEE investigator and Consultant will be retiring at the end of the
2 month. Chad Janzen recognized and thanked Greg for his service to the Board.

3
4 Executive Director's Report

5 Legislative Report:

6 Joanne Tubbs is working on any rules required from the legislation that have passed
7 and will continue to be signed. The rules should be on the June Agenda. The
8 Department of Education is compiling, and will distribute, a summary of passed
9 legislation and their impact on Iowa Schools. The Work Based Learning bill has been
10 signed, allowing the BoEE to file emergency rules and enact the CTE clusters
11 immediately. Joanne has completed the first run through of all Rules to be submitted
12 under Executive Order 10 and BoEE staff is reviewing each chapter.

13
14 Agency Update

15 The position for Education Program Consultant for Administrative licensure has been
16 approved by both the Department of Ed and DAS and has been advertised. The new
17 investigator position has also been approved and will be advertised later this month or
18 early June. This position cannot be staffed until July 1, 2024.

19
20 Financial Report

21 Financials have been included. For FY 24, we are behind about 17% due to a
22 combination of factors such as the new renewal process for those with a masters
23 degree and 10 years of teaching experience, and a decrease in applications.

24
25 License Report

26 Renewals are about 4 weeks out. This is also the season for new Iowa graduate
27 teaching applications.

28
29 The June retreat and meeting will take place in Des Moines in the Grimes Building,
30 Room B100. Work will focus on goals and committees. Dinner reservations have been
31 made at Latin King for the evening after the retreat.

32
33 Rules

1 Joanne Tubbs gave an overview of the Amendment to IAC 282 Chapter 22-
2 Authorizations. The BoEE is being directed by a work-based bill to file this emergency
3 rule and it allows for the creation of a Career and Technical cluster endorsement. The
4 Board provided feedback for suggested clarifications. Kristen Rickey moved, with a
5 second by Ryan Weldon, to approve notice of the amended language as adjusted
6 during the board meeting for IAC 282 Chapter 22- Authorizations as presented.

7

8 Petition for Waiver

9 Kristen Rickey moved, with a second by Kathy Behrens, that the Board partially grant

10 **PFW 24-05 Jessica Gutzman**. Ms. Gutman may apply for removal of the
11 endorsement at the end of the 2024-2025 academic year. **MOTION CARRIED**

12 **UNANIMOUSLY.** Reasons for approving: On April 12, 2024 the Board received a
13 Petition from Ms. Gutzman requesting a waiver of the requirements to remove an
14 endorsement. Ms. Gutzman added the Strategist II Intellectual Disability endorsement
15 to her license several years ago. The last time she held the position using the Strat II
16 endorsement was four years ago during the 2018-19 school year. Ms. Gutzman's
17 license expires in 2026 and the earliest she could renew her license and remove the
18 endorsement is September 1, 2025. Ms. Gutzman stated in her application that she
19 would rather be a substitute rather than continue to be assigned a Strat II position.
20 The Board determined it would be difficult to not be assigned to a position that does
21 not use the Instructional Strategist II endorsement for five years when there is a
22 shortage of special education teachers. There are no prejudices to others for granting
23 this waiver and the rule from which Jessica Gutzman seeks a waiver is not specifically
24 mandated by statute or any other provision of law, and, accordingly, may be waived by
25 the Board. The public health, safety and welfare is protected by giving the district a
26 year to find someone else to serve in this position.

27

28 Kristen Rickey moved, with a second by Ryan Weldon, that the Board grant **PFW 24-**

29 **06 Julie Perkins**. Roll call vote: Behrens – recused; Janzen – yes; Rickey – yes; St
30 Clair – yes; Weldon – yes; Zylstra – yes; Lock – yes; **MOTION CARRIED.** Reasons for
31 approving: On May 1, 2024 the Board received a Petition from Ms. Perkins requesting
32 a waiver for a Content Specialist Authorization. Ms. Perkins did not take teacher
33 preparation classes. In order to add the Content Specialist Authorization, the

1 applicant must have a master's degree or higher in the endorsement area. Ms.
2 Perkins has a doctorate in medicine. She would like to obtain the Science-Biological
3 5-12 authorization. Ms. Perkins has many classes required to get this endorsement.
4 The Board found Ms. Perkin's degree is essentially a biology degree. There are no
5 prejudices to others for granting this waiver. The rule from which Ms. Perkins seeks a
6 waiver is not specifically mandated by statute or any other provision of law, and,
7 accordingly, may be waived by the Board. Ms. Perkins has the knowledge of the
8 subject area. She is seeking to fill a position that has been open for over two years.

9

10 Reports

11 NONE

12

13 There being no further business, Kristen Rickey moved, with a second by Eric St Clair,
14 to adjourn the meeting at 1:47 p.m. **MOTION CARRIED UNANIMOUSLY.**