STATE OF IOWA BOARD OF EDUCATIONAL EXAMINERS

Grimes State Office Building, State Board Room 400 E. 14th Street Des Moines, IA

2022-2023 BoEE Goals

- Goal 1: Explore options for conditional licensure for non-prepared individuals enrolled in preparation programs.
- Goal 2: Expand remediation trainings available for ethical violations.
- Goal 3: Expansion of ethics and grooming presentations to LEA's.

BOARD MEETING AGENDA Wednesday, November 8, 2023

TIMES ARE APPROXIMATE

8:30 a.m.	Call Meeting to Order	
	Approve the Agenda	TAB A
	Approve the Consent Agenda a. Minutes for October 13, 2023 board meeting	TAB B
	Professional Practices - Licensee Discipline - Closed Session - Board Members Only (roll call)	
	 Open Session a. Results of closed session announced b. Approve closed session minutes for October 13, 2023 c. Reinstatement(s) 1. Case No. 22-83 Anthony Whitaker 	
	Communication from the Public	
	 Board Communications a. Board Member Reports b. Executive Director's Report 1. Legislative Update 2. Agency Update 3. Licensure Update 4. Financial Update a. FY24 August 2023 b. FY24 September 2023 	TAB C TAB D
	D. F124 September 2025	IAD

12:30 p.m.

12:00 p.m.

- Rules [Iowa Administrative Code Chapter 282 (272)]
 a. Adopt

 None

 b. ARRC Review Pending
 - 1. None

Lunch for Board Members

- c. Notice
 - 1. Amend IAC 282 Chapter 11, COMPLAINTS, INVESTIGATIONS, CASE HEARINGS, Amend IAC 282 Chapter 12, FEES
- d. Items for Discussion

1. None

Waivers

1. PFW 23-11 Kristine Sutton

TAB F

TAB E

Reports/Approvals 1. None

1:30 p.m.

Adjournment

UPCOMING MEETINGS

Friday, December 15, 2023 Thursday, January 11, 2024 Friday, February 23, 2024

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	October 13, 2023
8	
9	The Board of Educational Examiners (Board or BoEE) held a meeting on October 13,
10	2023 via Zoom. Chad Janzen, Board Chair, called the meeting to order. Members
11	attending were Kathy Behrens, Pam Bleam, Tim Bower, Davis Eidahl, Kristen Rickey,
12	and Eric St Clair. Also in attendance was Joanne Tubbs, Interim Executive Director,
13	Beth Myers, Attorney/Investigator, Kristi Traynor and Andrew Steffensmeier, Assistant
14	Attorney Generals. Rhonda McRina was unable to attend.
15	
16	Kristen Rickey moved, with a second by Tim Bower, to approve the agenda. MOTION
17	CARRIED UNANIMOUSLY.
18	
19	Kristen Rickey moved, with a second by Eric St Clair to approve the consent agenda
20	(minutes for September 8, 2023). MOTION CARRIED UNANIMOUSLY.
21	
22	Kristen Rickey moved, with a second by Eric St Clair that the Board go into closed
23	session for the purpose of discussing closed session minutes whether to initiate
24	licensee disciplinary proceedings, the decision to be rendered in a contested case,
25	confidential health information, and mental health information, pursuant to Iowa
26	Code sections 21.5(1)(a) and (f). Roll call vote: Behrens – yes; Bleam – yes; Bower –
27	yes; Eidahl- yes; Janzen – yes; Rickey – yes; St Clair – yes. MOTION CARRIED
28	UNANIMOUSLY.
29	
30	Kristen Rickey moved, with a second by Eric St Clair, that in case number 22-57 ,
31	move that the Board accept the respondent's waiver of hearing and voluntary
32	surrender in case number 22-57 , and that the Board issue an order permanently
33	revoking the license with no possibility of reinstatement. MOTION CARRIED
34	UNANIMOUSLY.

1 2 Eric St Clair moved, with a second by Kristen Rickey, that in **case number 23-156**, move that the Board accept the respondent's waiver of hearing and voluntary 3 4 surrender in **case number 23-156**, and that the Board issue an order permanently revoking the license with no possibility of reinstatement. MOTION CARRIED 5 6 UNANIMOUSLY. 7 8 Eric St Clair moved, with a second by Tim Bower, that in **<u>case number 23-44</u>** the Board accept the agreement submitted by the parties, and issue an Order 9 10 incorporating the agreement of the parties and imposing the agreed upon sanction. MOTION CARRIED UNANIMOUSLY. 11 12 13 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 22-125** the 14 Board accept the agreement submitted by the parties, and issue an Order 15 incorporating the agreement of the parties and imposing the agreed upon sanction. **MOTION CARRIED UNANIMOUSLY.** 16 17 Kristen Rickey moved, with a second by Tim Bower, that in **case number 21-95** the 18 19 Board accept the agreement submitted by the parties, and issue an Order 20 incorporating the agreement of the parties and imposing the agreed upon sanction. MOTION CARRIED UNANIMOUSLY. 21 22 23 Eric St Clair moved, with a second by Kristen Rickey, that in **case number 23-61** the Board accept the agreement submitted by the parties, and issue an Order 24 25 incorporating the agreement of the parties and imposing the agreed upon sanction. 26 MOTION CARRIED UNANIMOUSLY. 27 Kristi Traynor and Andrew Steffensmeier recused during the discussion for the 180-28 29 day extensions in closed session. 30 31 Kristen Rickey moved, with a second by Tim Bower, to extend the 180-day deadline for 32 issuance of the final decision in **case number 23-57** based upon the amount of time

2

needed to complete the investigation due to the pending criminal case and judicial
 review and conclude the contested case process. MOTION CARRIED UNANIMOUSLY
 3

4 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 23-58** based upon the need to 5 6 schedule the hearing and conclude the contested case process and because probable 7 cause was just found by the Board of Educational Examiners on August 2, 2023. The 8 parties have yet to engage in discussions regarding the possible resolution of the complaint. Justice would not be served by dismissing a pending complaint concerning 9 10 the ethical wrongdoing of this licensed teacher. Further, the Respondent would not be 11 prejudiced by the additional time necessary to resolve the pending complaint, especially given that investigative information remains confidential pending the final 12 13 decision of the agency and that criminal charges are pending concerning the same 14 incident at issue in this matter. MOTION CARRIED UNANIMOUSLY 15

16 Eric St Clair moved, with a second by Tim Bower, to extend the 180-day deadline for issuance of the final decision in **case number 23-59** based upon the need to schedule 17 18 the hearing and conclude the contested case process. In addition, probable cause was 19 just found by the Board of Educational Examiners on August 2, 2023. The parties 20 have yet to engage in discussions regarding possible resolution of the complaint and further the Respondent would not be prejudiced by the additional time necessary to 21 22 resolve the pending complaint, especially given that the investigative information remains confidential pending the final decision of the agency. MOTION CARRIED 23 **UNANIMOUSLY** 24

25

Eric St Clair moved, with a second by Kristen Rickey, to extend the 180-day deadline for issuance of the final decision in <u>case number 23-65</u> based upon the amount of time needed to complete the investigation due to the pending criminal case and conclude the contested case process. **MOTION CARRIED UNANIMOUSLY**

31

Eric St Clair moved, with a second by Kristen Rickey, to extend the 180-day deadline for issuance of the final decision in **case number 23-66** based upon the need to

3

schedule the hearing and conclude the contested case process. In addition, probable cause was just found by the Board of Educational Examiners on August 2, 2023. The parties have yet to engage in discussions regarding possible resolution of the complaint. Further, the Respondent would not be prejudiced by the additional time necessary to resolve the pending complaint, especially given that the investigative information remains confidential pending the final decision of the agency. **MOTION CARRIED UNANIMOUSLY**

8

9 Kristen Rickey moved, with a second by Tim Bower, to extend the 180-day deadline for 10 issuance of the final decision in case number 23-67 based upon the need to schedule the hearing and conclude the contested case process. In addition, probable cause was 11 just found by the Board of Educational Examiners on September 8, 2023. The parties 12 13 have yet to engage in discussions regarding possible resolution of the complaint. 14 Further, the Respondent would not be prejudiced by the additional time necessary to 15 resolve the pending complaint, especially given that the investigative information 16 remains confidential pending the final decision of the agency. MOTION CARRIED **UNANIMOUSLY** 17 18 19 Eric St Clair moved, with a second by Kristen Rickey, that the Board approve the 20 closed session minutes from August 2, 2023. MOTION CARRIED UNANIMOUSLY 21 22 Communication from the Public: 23 None 24 25 Board Member Reports: 26 None

27

28 <u>Executive Director's Report</u>

Interim Director, Joanne Tubbs delivered the Director's Report. No members of the public attended the public hearing that was held October 11th for pending rules. No comments have been received to date. A position offer has been extended to fill the open Program Consultant Role and Dr. Kelly Faga has accepted the position offer. Her start date will be October 27, 2023. The position for a new Investigator will be posted soon as well. Renewal applications are approximately 2-3 weeks out. BEDS (Basic Educational Data Survey) review has begun. Consultants are presenting on Licensure and Ethics throughout the state to teacher prep programs at colleges and universities. Beth Myers will be attending a PPI NASDTEC conference next week. Interim Director Tubbs anticipates attending a NASDTEC winter symposium in January, with the focus being on the science of reading and registered apprenticeship programs.

8

9 <u>Petition for Waiver</u>

10 Kristen Rickey moved, with a second by Eric St Clair, that the board deny **PFW 23-10** Kristine Sutton. Roll call: Behrens – recused; Bleam – yes; Eidahl -yes; Bower – yes; 11 Rickey – yes; Janzen – yes; St Clair - yes **MOTION CARRIED.** Reasons for denying: 12 13 On August 30, 2023, the Board received a Petition from Sutton requesting a waiver of 14 the rule for the requirements of an extension of an Initial License. Ms. Sutton holds a 15 substitute license, and a conditional one-year license. The conditional license expired 16 on June 30, 2023. The substitute license is valid until November 30, 2028. Ms. 17 Sutton was denied another year on her initial license. She has had an initial license 18 for three years, but has not secured a sign off to convert her initial license to a 19 standard license. Ms. Sutton is currently subbing and that district supports her 20 getting this extension. She was put on administrative leave last year at a different district and was not allowed to complete the mentoring and induction program nor did 21 22 she receive a comprehensive evaluation. The Board did not find that there was undue hardship as Ms. Sutton could get another job. The Board found that she was already 23 given a third year and they could not override the decision of two different districts as 24 25 this would be a prejudice to the rights of others. The rule from which Ms. Sutton 26 seeks a waiver is not specifically mandated by statute or any other provision of law, 27 and, accordingly, may be waived by the Board. The Board found there were concerns 28 about the health and safety of students and they could not override the decision of two 29 different districts that Ms. Sutton did not meet the criteria.

30

There being no further business, Tim Bower moved, with a second by Eric St Clair, to

32 adjourn the meeting at 11:14 a.m. **MOTION CARRIED UNANIMOUSLY.**

- To: BoEE - Executive Director, Mike Cavin Mirela Jusic
- cc:
- Mike Cornelison From:
- September 1, 2023 Date:
- FY 2024 FINANCIAL ANALYSIS Re: Period 02 - August 2023

NOTE 1: **Cash Balance Review**

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$1,735,801	\$1,238,778
	\$1,735,801	\$1,238,778

Areas to Monitor:

RED:

YELLOW:

GREEN:

FY2024 Budget Update entered in I/3 Budget in June. Final Y-E Cash Carry Forward to FY2024 completed in August. FY2023 GAAP Package completed August 31.

Outstanding issues that may affect the financial statements

Questions and review of financials:

Accounting conventions:

Financial statements have been prepared on the cash basis. For Fiscal 2024, October & April are "3 Payroll" months. Budget or forecast updates will be discussed during the monthly financial review meetings and will be included in the next months financials.

Other Information:

mike.cornelison@iowa.gov

515-336-9435

0001			

General Fund

Unit

Fund:

9397

Sub Unit

Blank

Appropriation:	154 Board of	f Eduational Exam	inore															rereent	or rear complete	17 /0	
Appropriation.	lot Dould of		inici 5																	Percent	
																		End of Year		of	Percent of
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	Forecast	Annual Budget	Budget	Budget
-	-																		-	-	Forecasted
		Actual	Actual	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date	EOY											
	Balance Brought Forward from Prior Year	100,000	1,596,717	-													1,696,717	1,696,717	1,637,177		
	Balance Carried Forward to Next Year													(100,000)	(1,138,778)		-	(1,238,778)	(1,222,273)		
Revenue Collec	cted																				
234	Gov Transfer In Other Agencies	-	-	4,841	529	-	-	998	63	69	-	-	-	-	-	-	-	6,500	6,500	0%	100%
401	Fees, Licenses & Permits	155,033	198,935	126,310	126,798	139,139	117,611	164,621	134,813	157,693	137,389	169,386	257,755	-	-	-	353,967	1,885,483	1,950,000	18%	97%
704	Other	54,965	57,355	58,625	52,016	58,827	49,114	62,790	49,819	59,545	49,128	50,768	61,155	-	-	-	112,320	664,106	680,000	17%	98%
													- ,								
Total Revenues	s:	309,998	1,853,007	189,777	179,344	197,966	166,725	228,409	184,695	217,307	186,517	220,154	318,909	(100,000)	(1,138,778)	-	2,163,004	3,014,029	3,051,404	71%	99%
Expenditures																					
101	Personal Services	55,300	151,311	127,629	183,370	127,629	127,629	127,629	127,629	127,629	183,370	127,629	127,629	48,847	-	-	206,612	1,643,227	1,643,026	13%	100%
202	In State Travel	-	1,817	1,200	2,000	1,000	2,000	1,000	1,000	2,000	1,000	2,500	2,000	2,500	-	-	1,817	20,017	20,000	9%	100%
205	Out Of State Travel	-	20	2,000	1,000	1,000	2,000	1,000	2,000	1,500	1,000	3,000	2,000	2,500	-	-	20	19,020	20,000	0%	95%
301	Office Supplies	-	4,500	600	300	100	500	400	600	600	300	5,000	100	(4,500)	-	-	4,500	8,500	10,000	45%	85%
302	Facility Maintenance Supplies	-	-	-	250	-	-	250	-	-	250	-	-	250			-	1,000	1,000	0%	100%
308	Other Supplies	-	-	-	-	200	-	-	-	-	-	200	-				-	400	400	0%	100%
309	Printing & Binding	-	-	1,500	200	-	200	-	300	-	200	100	600	100	-	-	-	3,200	3,500	0%	91%
311	Food	-	17	50	50	50	50	50	50	50	50	50	50	450	-	-	17	967	1,000	2%	97%
313	Postage	-	365	1,500	1,400	1,100	900	900	800	1,000	1,200	800	800	1,000	-	-	365	11,765	12,500	3%	94%
401	Communications	-	1,614	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,700	1,700	1,700	1,700	-	-	1,614	19,964	20,000	8%	100%
402	Rentals	4,917	6,527	4,920	5,920	5,250	6,250	5,250	6,250	5,250	6,250	5,250	6,250	250	-	-	11,443	68,533	71,500	16%	96%
403 405	Utilities Prof & Scientific Services	196	186 150	300 350	300 350	300 500	350 350	400 350	400 500	300 350	250 400	250 500	250 350	300 500			382 150	3,782 4,650	4,000 5,000	10% 3%	95% 93%
405	Outside Services	- 346	346	800	600	700	500	- 350	700	400	400	600	400	500	-	-	692	4,650	6,000	3% 12%	93% 97%
408	Advertising & Publicity	340	340	- 800	000	- 100	100	-	700	400	400	000	100	-	-	-	092	200	200	0%	100%
408	Outside Repairs/Service	-	-	-	250	-	100	250	-	-	250	-	-	-	-	-	-	750	1,000	0%	75%
414	Reimbursements To Other Agency	_	2,917	2,200	2,200	2,200	2,100	2,200	1.300	2.200	2.100	2.100	2,100	2,100	_	_	2,917	25.717	25,000	12%	103%
416	ITD Reimbursements	_	177.061	3.000	3.000	40.000	40.000	44,000	40.000	40.000	40.000	40.000	40.000	40.000	_	_	177.061	547.061	550.000	32%	99%
418	IT Outside Services	-	1,305	3,600	7,100	2,300	4,000	1,600	1.700	1.400	1,400	1.400	3,200	2,500	-	-	1,305	31,505	35,000	4%	90%
432	Attorney General Reimbursement	-	-	7.000	7.000	7.000	7.000	7.000	7.000	7.000	8,000	7.000	7.000	7.000	-	-	-	78.000	85.000	0%	92%
434	Gov Transfer Other Agencies	-	16,692	45,000	40,000	45,000	35,000	40,000	35,000	35,000	40,000	35,000	35,000	45,000	-	-	16,692	446,692	455,000	4%	98%
502	Office Equipment	-	-	-	-	-	250	-	-	-	-	-	-	-	-	-	-	250	250	0%	100%
503	Equipment-Non Inventory	-	-	-	14,000	-	9,000	-	-	-	-	-	-	-	-	-	-	23,000	23,000	0%	100%
510	IT Equipment & Software	-	1,486	-	-	-	2,000	-	-	1,500	-	-	-	(1,500)	-	-	1,486	3,486	12,000	12%	29%
602	Other Expenses & Obligations	130	-	5,800	5,600	3,100	3,300	3,900	3,000	3,700	3,200	3,700	3,200	3,300	-	-	130	41,930	42,000	0%	100%
702	Fees	-	-	-	-	-	-	-	30	-	-	-	-				-	30	30	0%	100%
705	Refunds-Other	-	-	340	510	340	510	340	510	340	510	340	510	340	-	-	-	4,590	5,000	0%	92%
Total Expenditu	ures:	60,889	366,314	209,439	277,050	239,419	245,639	238,169	230,419	231,869	291,830	237,119	233,239	152,637	-	-	427,203	3,014,029	3,051,405	14%	99%
Current Month	Operations	249.108	1,486,692	(19,661)	(97,706)	(41,453)	(78,914)	(9,760)	(45,724)	(14,561)	(105,313)	(16,965)	85,671	(252,637)	(1,138,778)	_	1,735,801	(0)	(1)		
Cash Balance	operations	249,108	1,735,801	1,716,139	1,618,433	1,576,980	1,498,067	1,488,307	1,442,583	1,428,022	1,322,709	1,305,744	1,391,415	1,138,778	(1,130,778)	- (0		(0)	(1)		
Just Dulunce		_40,100	.,. 50,001	.,. 10,100	.,,	.,,	.,	.,	.,	.,	.,,	.,,	.,,	.,	(0)	(0	·/		(1)		

Job Class Board Members

105263 14000 Timothy I McKinney 105264 14000 Timothy W Bower

105266 14000 Rhonda McRina

105267 14000 Kathy J Behrens

133116 14000 Kristen M Rickey

139186 14000 Chad W Janzen

Total

Eric A St Clair DOE

105268 14000 Davis L Eidahl

139184 14000 Pam Bleam

139185 14000 Vacant

139188 14000 Vacant

139189 14000 Vacant

105265 14000 Vacant

FY 2024

FOOTNOTES

Revenues 234

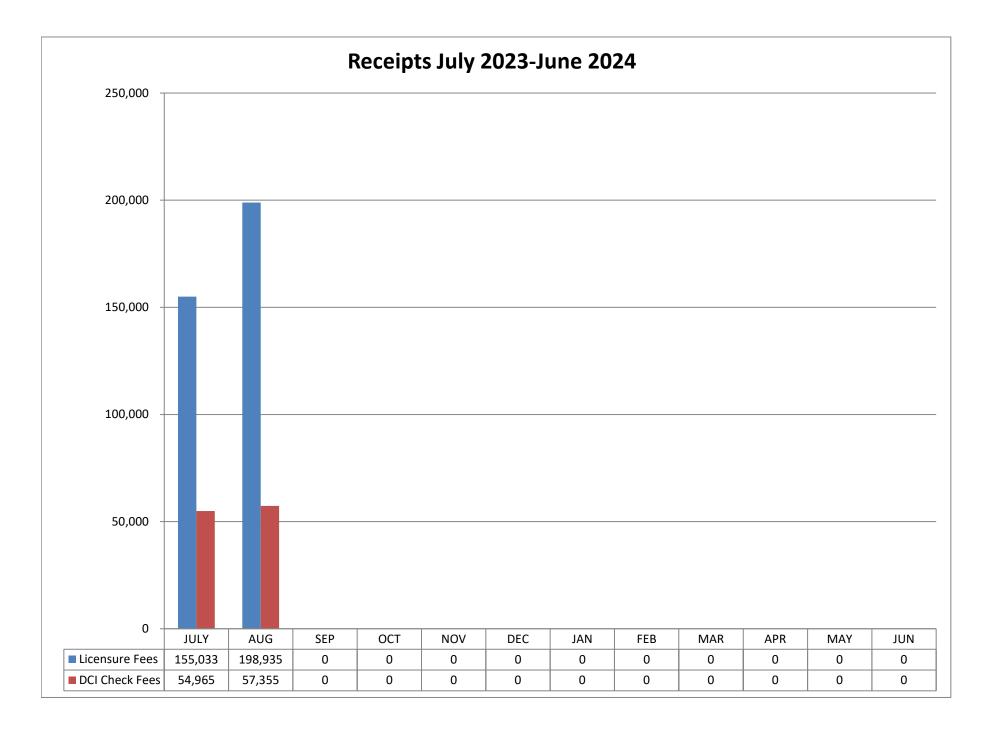
Gov Transfer In Other Age	cies - Includes WebSpec Reimbursement.
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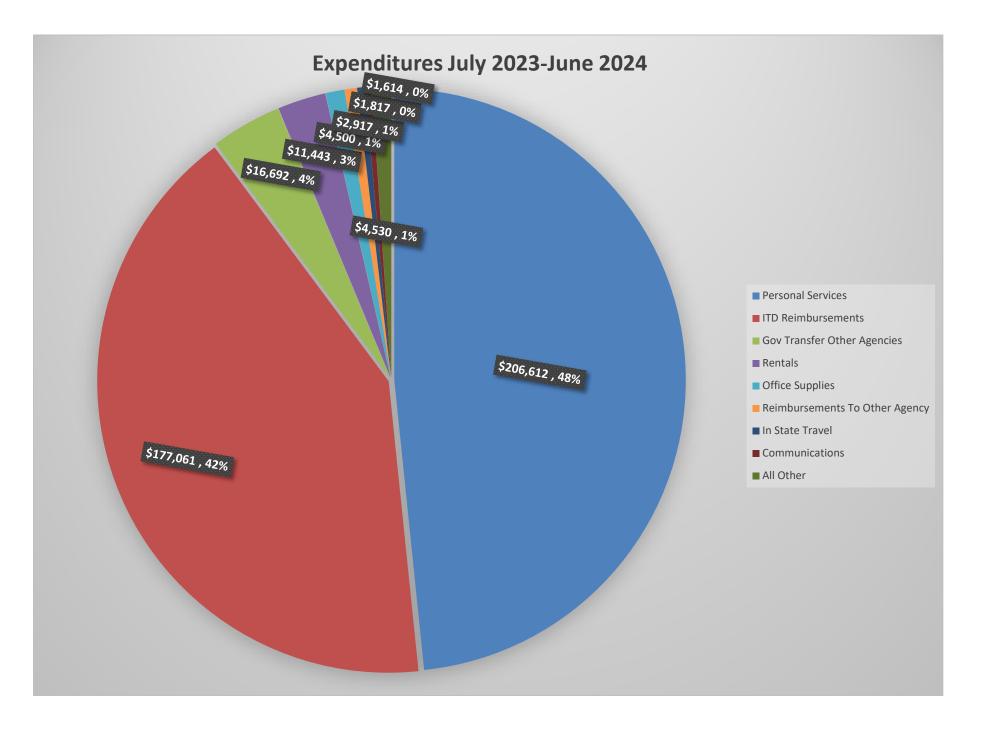
Expenditures

- 101 Personal Services - October & April have 3 payroll warrants written.
- 202 In State Travel - Employee travel and Board Meeting expense.
- 301 Office Supplies - August expense is the FY24 NASDTEC membership fee of \$4,500.
- 401 Communication - Cell phone and ICN Voice usage.
- 402 Rentals - Facility lease & exhibit booths for trade events. August expense includes booth rental for the SAI & IASB events.
- 405 Prof & Scientific Services - payments to school districts for Board Member per diem & substitute reimbursements.
- 406 Outside Services - Includes the office cleaning service.
- 414 Reimbursements to Other Agencies - DAS services.
- 416 ITD Reimbursements - August expense includes the Salesforce renewal \$166,414 and the Google licenses renewal. Forecast includes cost for a Professional Practices update & migration to the Salesforce system.
- 418 IT Outside Services - WebSpec Design costs, & Insight desktop support.
- 434 Gov Transfer Other Agencies - DCI criminal history & background checks & DIA services.
- 510 IT Equipment & Software - August expense is for the IDEMIA maintenance & support and the FY24 portion of the Zoom license fee.
- 602 Other Expenses & Obligations - TOS credit card processing fees.

	Job Class	Employee Name	9397
;	105254 00018 Clerk-Specialist	Jessica L Kurtz	1.00
ney	105255 00018 Clerk-Specialist	Sharon S Jensen	1.00
er	105256 00018 Clerk-Specialist	Danielle N Brookes	1.00
	142330 00018 Clerk-Specialist	Alivia Bullis	1.00
	105257 00121 Info Tech Specialist 4	Jeff S Debruin	1.00
	105258 00697 Investigator 3	Cynthia D Dennis	1.00
	105259 01071 Education Program Consultant	Steven C Mitchell	1.00
/	105260 01071 Education Program Consultant	Gregory S Horstman	1.00
	144601 01071 Education Program Consultant	Geri Mcmahon	1.00
	105262 01071 Education Program Consultant	David D Wempen	1.00
	105269 31038 Executive Director/BOEE	Michael D Cavin	1.00
	105270 31513 Admin Consultant	Joanne K Tubbs	1.00
	144600 00645 Attorney 3	Beth Myers	1.00
OE	105272 95002 Secretary 3	Meredith Hawk	1.00
13		Total Budgeted FTEs	14.00

Appendiation: byBNPA Class ObJNPA Class Juli Juli Algo Augus Augus Process Process Proce	Fund: Unit Sub Unit	0001 9397	General Fund															
ObjRev Class Name JuLy Autal SEP OCT NOV DEC JAN FEB MAR APR MAR JULy HO16 HO16 HO16 YTD Appropriation Bir Contanter Fores Appropriation Bir Contanter Fores Second			Board of Eduational I	xaminers														
Appropriation BF (20) (20) (20) (20) (20) (20) (20) (20)		Obj/Rev Class Name	JULY	AUG	SEP	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	HO13	HO14	HO15	YTD
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $			Actual	Actual	Forecast	Actual												
234 01 01 01 01 01 01 01 01 01 01 01 01 01																		
401 DCI Check Fees 155.03 DCI Check Fees 195.03 DCI Check Fee																		
Tód DC1 Check Fies DC1 Check Fies DC4 S4.86 S7.355 0 <td></td>																		
Total Revenues: 209,98 256,290 0. <																		
234 Gen Fund 001 Gensure Fees % - Other Agen Consure Fees % - Other Agen Consure Fees % - Other Agen Market Market Mar					-	-	-	-	-	-	-	-	-	-	-	-	-	
A01 Gen Fund Licensure Fees 48.808 52.606 0	Total Revenues:		209,998	256,290	-	-	-	-	-	-	-	-	-	-	-	-	-	466,287
Total Receipts 268,005 318,996 .			48,808	62,606														-
VTD vs Prior Year -13% -19% Nole - General Fund 0001-996-2820 Prior Year Obj/Rev Class Name JULY AUG SEPT OCT NOV DEC JAN FEB MAR APR MAY JUNE HO13 HO14 HO15 YTD Prior Year Obj/Rev Class Name JULY AUG SEPT OCT NOV DEC JAN FEB MAR APR MAY JUNE HO13 ACtual Actual Actual BF BF Gov Transfer In Other Agencies 0.0<	Total General Fund		48,808	62,606	0	0	0	0	0	0	0	0	0	0	0	0	0	111,414
Note - General Fund 001-996-2820 Prior Year ObjiRev Class ObjiRev Class Name JULY Actual AUG Actual SEPT Actual OCT Actual NOV Actual DEC Actual JAN Actual FEB Actual MAR Actual APR Actual MAY Actual HO13 Actual HO14 Actual HO15 Actual YTD Actual Prior Year ObjiRev Class Appropriation BER- Gov Transfer in Other Agencies Leensure Fees NUL 200 182,210 0	Total Receipts		258,805	318,896	-	-		-	-		-	-		-		-	-	577,701
General Fund 0001-998-2820 Prior Year Obj/Rev Class Name JULY AUG SEPT OCT NOV DEC JAN FEB MAR APR MAY JUNE ACtual Actual <t< th=""><th></th><th>YTD vs Prior Yea</th><th>ar -13%</th><th>-19%</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></t<>		YTD vs Prior Yea	ar -13%	-19%														
Obj/Rev Class NameJULYAUGSEPTOCTNOVDECJANFEBMARAPRMAYJUNEHO13HO14HO15YTDActual <td></td> <td>0001-996-2820</td> <td></td>		0001-996-2820																
Actual	Prior Year																	
BBF Revenue Collected 234 Gov Transfer In Other Agencies 0 0 6.490 129,308 146,325 116,068 129,308 137,269 146,101 137,268 140,016 277,678 19,641 0 0 6,660 0 0 6,660 <	Obj/Rev Class	Obj/Rev Class Name																
234 Gov Transfer In Other Agencies 0 0 640 0 0 0 0 0 0 6,660 0 0 6,660 0<		Appropriation BBF																
401 Licensure Fees 182.210 251.971 133.519 129.308 146.325 116.068 171.526 128,579 161.010 137.246 140.916 277.678 19.641 0 0 1.995.997 704 DCI Check Fees 240.945 331,646 214.388 186,503 205.575 163,303 234,431 173,305 218,208 182,996 182,991 338,783 24,101 0 0 2,697,176 234 Gen Fund 401 Gen Fund Licensure Fees 0.056 21 41,151 46,495 36,871 54,509 40,901 51,195 43,608 44,769 88,245 6,265 0 0 2,697,176 234 Gen Fund 401 Gen Fund Licensure Fees 0.056 21 41,151 46,495 36,871 54,509 40,801 54,508 44,769 88,245 6,265 0 0 634,520 240 Gen Fund Licensure Fees 57,934 80,056 42,561 41,151 46,495 36,871 54,509 40,900 51,195 43,608 44,769 88,245 6,265 0 0 <t< td=""><td></td><td>Gov Transfer In Other Agencies</td><td>0</td><td>0</td><td>6.480</td><td>0</td><td>0</td><td>0</td><td>0</td><td>86</td><td>94</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>6.660</td></t<>		Gov Transfer In Other Agencies	0	0	6.480	0	0	0	0	86	94	0	0	0	0	0	0	6.660
Total Revenues: 240,945 331,646 214,388 186,503 205,575 163,303 234,431 173,305 218,208 182,996 182,991 338,783 24,101 0 0 2,697,176 234 Gen Fund 401 Gen Fund Licensure Fees % - Other Agcy Licensure Fees 57,934 80,056 21 42,561 41,151 46,495 36,871 54,509 40,871 51,189 43,608 44,769 88,245 6,265 634,524 634,524 Total General Fund 57,934 80,056 42,583 41,151 46,495 36,871 54,509 40,000 51,195 43,608 44,769 88,245 6,265 0 0 634,524 Total General Fund 57,934 80,056 42,583 41,151 46,495 36,871 54,509 40,900 51,195 43,608 44,769 88,245 6,265 0 0 634,524 Total General Fund 57,934 80,056 42,583 41,151 46,495 36,871 54,509 51,195 43,608 44,769 88,245 6,265 0 0 634,560 0	401	Licensure Fees			133,519					128,579	161,010			277,678	19,641			1,995,997
234 Gen Fund 401 Gen Fund Licensure Fees % - Other Agcy Licensure Fees 21 57,934 21 80,056 21 42,561 41,151 46,495 36,871 54,509 40,871 51,189 43,608 44,769 88,245 6,265 56 634,524 Total General Fund 57,934 80,056 42,583 41,151 46,495 36,871 54,509 40,900 51,195 43,608 44,769 88,245 6,265 0 634,580	704	DCI Check Fees	58,735	79,675	74,390	57,195	59,250	47,235	62,905	44,640	57,105	45,750	42,075	61,105	4,460	0	0	694,520
401 Gen Fund Licensure Fees 57,934 80,056 42,561 41,151 46,495 36,871 54,509 40,871 51,189 43,608 44,769 88,245 6,265 634,524 Total General Fund 57,934 80,056 42,583 41,151 46,495 36,871 54,509 40,900 51,195 43,608 44,769 88,245 6,265 634,524	Total Revenues:		240,945	331,646	214,388	186,503	205,575	163,303	234,431	173,305	218,208	182,996	182,991	338,783	24,101	0	0	2,697,176
			57,934	80,056		41,151	46,495	36,871	54,509			43,608	44,769	88,245	6,265		-	
Total Receipts 298.879 411.702 256.971 227.654 252.070 200.174 288.940 214.205 269.403 226.604 227.760 427.028 30.366 0 0 3.331.756	Total General Fund		57,934	80,056	42,583	41,151	46,495	36,871	54,509	40,900	51,195	43,608	44,769	88,245	6,265	0	0	634,580
	Total Receipts		298,879	411,702	256,971	227,654	252,070	200,174	288,940	214,205	269,403	226,604	227,760	427,028	30,366	0	0	3,331,756





Obligations vs. Budget Report Budget Fiscal Year: 2024

		Actual FY To-Date	- Encumbered	Total Obligations FY-To-Date	FY 24 Budget	Budget Balance	Percent of Budget Received /Spent
Reso	urces -						
	Balance Forward	1,696,717		1,696,717	1,637,177		
234 401 704	Gov Transfer In Other Agencies Fees, Licenses & Permits Other Total Resources	0 353,967 112,320 \$2,163,004	\$0	0 353,967 112,320 \$2,163,004	6,500 1,950,000 680,000 \$4,273,677		
	(Total Revenues)	\$466,287	\$0	\$466,287	\$2,636,500	\$2,170,213	18%
-	nditures -			i			
101	Personal Services	206,612		206,612	1,643,026	1,436,415	13%
202	In State Travel	1,817		1,817	20,000	18,183	9%
205	Out Of State Travel	20		20	20,000	19,980	0%
301	Office Supplies	4,500		4,500	10,000	5,500	45%
302	Facility Maintenance Supplies	0		0	1,000	0	0%
308	Other Supplies	0		0 0	400	400	0%
309 313	Printing & Binding	0 365		365	3,500 12,500	3,500	0%
401	Postage Communications	1,614		1,614	20,000	12,135 18,386	3% 8%
401	Rentals	1,014		11,443	71,500	60,057	8% 16%
402	Utilities	382		382	4,000	3,618	10%
405	Prof & Scientific Services	150		150	5,000	4,850	3%
406	Outside Services	692		692	6,000	5,308	12%
408	Advertising & Publicity	0		0	200	200	0%
409	Outside Repairs/Service	0		0	1,000	1,000	0%
414	Reimbursements To Other Agency	2,917		2,917	25,000	22,083	12%
416	ITD Reimbursements	177,061		177,061	550,000	372,939	32%
418	IT Outside Services	1,305		1,305	35,000	33,695	4%
432	Attorney General Reimbursement	0		0	85,000	85,000	0%
434	Gov Transfer Other Agencies	16,692		16,692	455,000	438,308	4%
502	Office Equipment	0		0	250	250	0%
503		0		0	23,000	23,000	0%
510	IT Equipment & Software	1,486		1,486	12,000	10,514	12%
602	Other Expenses & Obligations	130		130	42,000	41,870	0%
702	Fees	0		0	30	30	0%
705	Refunds-Other	0		0	5,000	5,000	0%
	Total Expenditures	\$427,186	\$0	\$427,186	\$3,050,406	\$2,622,219	14%
	CY Revenue Less Expenditures	\$39,101	-				

Estimated Carry Forward \$1,735,818

Pg 1

- To:
 BoEE Executive Director, Mike Cavin

 cc:
 Mirela Jusic
- From: Mike Cornelison
- Date: September 1, 2023
- Re: FY 2023 FINANCIAL ANALYSIS Period 14 - August 2023

NOTE 1: Cash Balance Review

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$0	\$1,696,717
	\$0	\$1,696,717

Areas to Monitor:

RED:

YELLOW:

GREEN:

FY2024 Budget Update entered in I/3 Budget in June. Partial Cash Carry Forward to FY24 completed July 3. Final Y-E Cash Carry Forward completed in August.

Outstanding issues that may affect the financial statements

Questions and review of financials:

Accounting conventions:

Financial statements have been prepared on the cash basis. For Fiscal 2023, November & May are "3 Payroll" months. Budget or forecast updates will be discussed during the monthly financial review meetings and will be included in the next months financials.

Other Information:

mike.cornelison@iowa.gov

515-336-9435

0001			

Blank

9397 14/70

Unit Sub Unit Annronriati

Fund:

General Fund

Board of Eductional Examinary

FY 2023

EDas Customer Number: 1100 Percent of Year Complete 117%

Appropriation:	WZ9 Board	of Eduational Exam	niners																	_	
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget	Percent of Budget Forecasted
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Actual	(C=A+B)	(D)	To Date	EOY
	Balance Brought Forward from Prior Yea	r 100,000	1,334,767	-													1,434,767	1,434,767	1,318,052		
	Balance Carried Forward to Next Year													(100,000)	(1,596,717)		(1,696,717)	(1,696,717)	(1,217,121)		
Revenue Collect																					
234	Gov Transfer In Other Agencies	-	-	6,480	-	-	-	-	86	94	-	-	-	-	14,095	-	20,755	20,755	5,000	415%	415%
401	Fees, Licenses & Permits	182,210	251,971	133,519	129,308	146,325	116,068	171,526	128,579	161,010	137,246	140,916	277,678	19,641	-	-	1,995,997	1,995,997	1,969,312		101%
704	Other	58,735	79,675	74,390	57,195	59,250	47,235	62,905	44,640	57,105	45,750	42,075	61,105	4,460	-	-	694,520	694,520	635,000	109%	109%
Total Revenues:	:	340,945	1,666,413	214,388	186,503	205,575	163,303	234,431	173,305	218,208	182,996	182,991	338,783	(75,899)	(1,582,622)	-	2,449,321	2,449,321	2,710,244	90%	90%
Expenditures																					
101	Personal Services	80,049	125,769	125,823	125,754	198,103	107,166	133,379	108,451	108,559	122,586	197,992	115,470	51,178	-	_	1,600,280	1,600,280	1,629,632	98%	98%
202	In State Travel	-	805	1,889	2,092	466	1,652	32	545	1,597	592	2,507	-	-	-	-	12,176	12,176	20,000	61%	61%
205	Out Of State Travel	-	2.195	-	186	158	1.644	-	-	24	-	-	1,552	-	-	-	5.758	5,758	20,000	29%	29%
301	Office Supplies	164	6,000	391	209	67	441	333	-	592	288	4,658	65	347	(4,185)	-	9,369	9,369	10,350	91%	91%
302	Facility Maintenance Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	1,500	0%	0%
308	Other Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	400	0%	0%
309	Printing & Binding	-	228	1,420	104	-	-	-	232	-	-	28	518	64	-	-	2,592	2,592	3,500	74%	74%
311	Food	-	-	18	33	-	48	-	-	-	-	-	-	-	-	-	99	99	1,000	10%	10%
313	Postage	-	1,045	1,482	1,323	1,062	824	777	833	965	1,218	776	817	733	-	-	11,856	11,856	12,000	99%	99%
401	Communications	-	1,614	1,614	1,613	1,612	1,614	894	2,334	1,614	1,614	1,615	1,614	1,614	-	-	19,367	19,367	20,000	97%	97%
402	Rentals	4,917	4,917	5,017	5,222	4,917	5,017	-	9,833	4,917	4,917	4,917	4,917	-	-	-	59,505	59,505	69,750	85%	85%
403	Utilities	182	187	178	137	217	299	-	786	273 495	196	176 445	193 145	-	-		2,826 2,827	2,826	4,000	71% 47%	71% 47%
405 406	Prof & Scientific Services Outside Services	- 333	- 333	495 333	350 561	- 657	345 346	-	300 692	495 346	200 346	445 729	145 346	- 141	50	-	2,827	2,827 5.165	6,000 46,200	47% 11%	47%
408	Advertising & Publicity	333		333	100	- 657	92	-	092	- 340	340	129	- 340	141	-	-	5,165	5,165	46,200	46%	46%
408	Outside Repairs/Service	-	-	-	-	-	92	-	-	-	-	-	-	-	-	-	92	- 92	1,000	40%	40%
414	Reimbursements To Other Agency	-	3.434	2,523	3,605	2,601	2,026	2,721	1.339	2,617	2,743	2,717	2,745	2,214	-	_	31,286	31,286	35.000	89%	89%
416	ITD Reimbursements	-	173,582	2,695	2,714	2,340	2,365	2,338	2,394	2,474	3,122	2,476	2,520	3,260	(525)	-	201.754	201.754	270.000	75%	75%
418	IT Outside Services	-	4,558	3,450	6,913	2,131	3,850	_,	3,263	1,305	1,305	1,324	3,118	1,838	(-	33,055	33,055	18,000	184%	184%
432	Attorney General Reimbursement	-	-	9,183	4,586	4,587	6,422	-	9,440	4,589	5,230	4,711	4,584	4,596	-	-	57,928	57,928	50,500	115%	115%
434	Gov Transfer Other Agencies	-	26,409	42,223	32,800	23,090	27,546	-	55,489	20,397	24,723	28,947	31,159	23,540	-	-	336,322	336,322	330,000	102%	102%
502	Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	250	0%	0%
503	Equipment-Non Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,000	0%	0%
510	IT Equipment & Software	8,386	1,453	-	-	-	-	-	-	1,049	-	-	-	-	(1,486)	-	9,402	9,402	15,000	63%	63%
602	Other Expenses & Obligations	-	-	4,343	5,564	3,058	3,308	3,074	2,961	3,663	3,200	3,725	3,191	9,263	14	-	45,364	45,364	40,000	113%	113%
702 705	Fees Refunds-Other	-	- 160	- 405	- 330	- 295	-	- 305	30 190	- 85	- 170	- 175	- 115	- 40	-		30 2,270	30 2,270	30 1,000	100% 227%	100% 227%
		-					-								-	-					
Total Expenditu	res:	94,031	352,689	203,481	194,096	245,361	165,005	143,854	199,112	155,562	172,451	257,916	173,068	98,827	(6,131)	-	2,449,321	2,449,321	2,609,311	94%	94%
Current Month C	Operations	246,915	1,313,724	10,908	(7,593)	(39,786)	(1,703)	90,577	(25,807)	62,646	10,545	(74,924)	165,715	(174,726)	(1,576,491)	•	-	-	100,933		
Cash Balance		246,915	1,560,639	1,571,547	1,563,953	1,524,168	1,522,465	1,613,042	1,587,235	1,649,881	1,660,426	1,585,502	1,751,216	1,576,491	0	0			100,933		

Job Class Board Members

133116 14000 Kristen M Rickey

139185 14000 Anthony D Voss

105264 14000 Timothy W Bower

105265 14000 Erin K Schoening

105266 14000 Rhonda McRina

139186 14000 Chad W Janzen

105267 14000 Kathy J Behrens

105268 14000 Davis L Eidahl

139184 14000 Pam Bleam

139189 14000 Vacant

139188 14000 Eric A St Clair DOE

105263 14000 Timothy I McKinney

Revenues 234

34 Gov Transfer In Other Agencies - Includes WebSpec Reimberger	oursement.
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Expenditures

101 Personal Services - November & May have 3 payroll warrants written.

202 In State Travel - Employee travel and Board Meeting expense.

205 Out of State Travel - June expense is for Mike Cavin's trip to a NASDTEC conference.

301 Office Supplies - May expense includes the FY24 NASDTEC membership fee of \$4,500.

401 Communication - Cell phone and ICN Voice usage.

402 Rentals - Facility lease & exhibit booths for trade events.

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

406 Outside Services - Includes the office cleaning service.

414 Reimbursements to Other Agencies - DAS services.

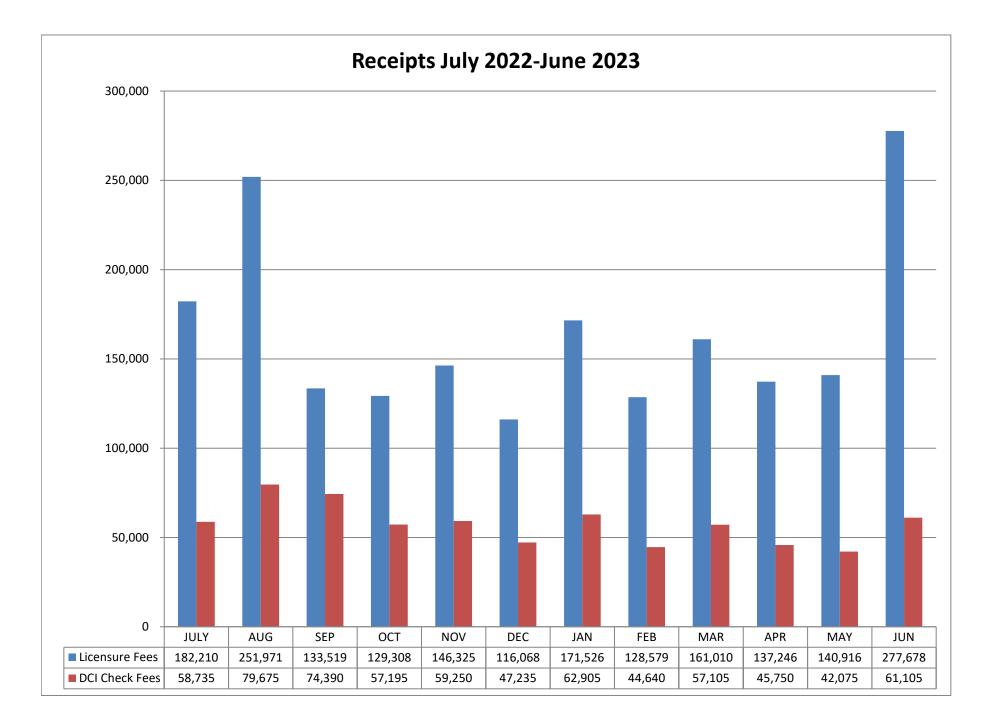
418 IT Outside Services - WebSpec Design costs, & Insight desktop support.

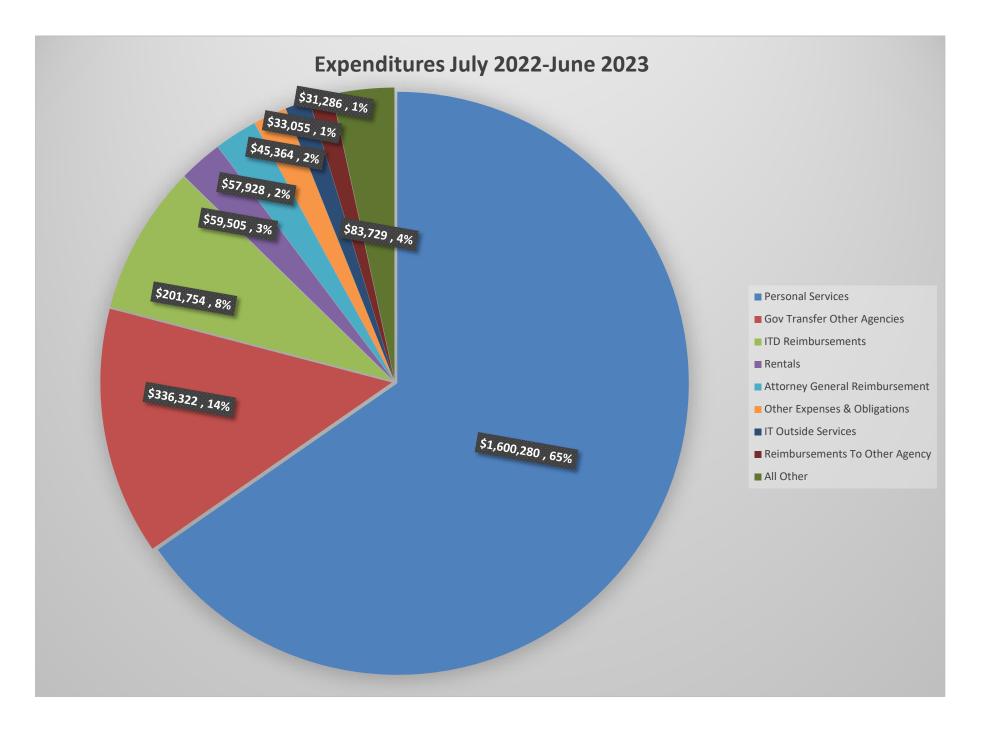
434 Gov Transfer Other Agencies - DCI criminal history & background checks & DIA services.

602 Other Expenses & Obligations - TOS credit card processing fees.

Job Class	Employee Name	9397
105254 00018 Clerk-Specialist	Jessica L Kurtz	1.00
105255 00018 Clerk-Specialist	Sharon S Jensen	1.00
105256 00018 Clerk-Specialist	Danielle N Brookes	1.00
142330 00018 Clerk-Specialist	Alivia Bullis	1.00
105257 00121 Info Tech Specialist 4	Jeff S Debruin	1.00
105258 00697 Investigator 3	Cynthia D Dennis	1.00
00705-801 Admin Intern	vacant	0.00
105259 01071 Education Program Consultant	Steven C Mitchell	1.00
139183 01071 Education Program Consultant	vacant (Cavin)	0.00
105260 01071 Education Program Consultant	Gregory S Horstman	1.00
144601 01071 Education Program Consultant	Geri Mcmahon	1.00
105262 01071 Education Program Consultant	David D Wempen	1.00
105269 31038 Executive Director/BOEE	Michael D Cavin	1.00
105270 31513 Admin Consultant	Joanne K Tubbs	1.00
144600 00645 Attorney 3	Beth Myers	1.00
105272 95002 Secretary 3	Meredith Hawk	1.00
	Total Budgeted FTEs	14.00

Fund: Unit Sub Unit	0001 9397 Blank	General Fund															
Appropriation:	WZ9	Board of Eduational I	Examiners														
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEP	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	HO13	HO14	HO15	YTD
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Actual
	Appropriation BBF																
Revenue Collected																	
234	Gov Transfer In Other Agencies	0	0	6,480	0	0	0	0	86	94	0	0	0	0	0	0	6,660
401 704	Licensure Fees DCI Check Fees	182,210 58,735	251,971 79,675	133,519 74,390	129,308 57,195	146,325 59,250	116,068 47,235	171,526 62,905	128,579 44,640	161,010 57,105	137,246 45,750	140,916 42,075	277,678 61,105	19,641 4,460	0	0	1,995,997 694,520
704	Doroneekrees	50,755	19,013	74,550	57,155	39,230	47,233	02,505	44,040	57,105	45,750	42,075	01,100	4,400	0	0	094,520
Total Revenues:		240,945	331,646	214,388	186,503	205,575	163,303	234,431	173,305	218,208	182,996	182,991	338,783	24,101	-	-	2,697,176
234 Gen Fund	Licensure Fees % - Other Agcy			21					29	6							56
401 Gen Fund	Licensure Fees	57,934	80,056	42,561	41,151	46,495	36,871	54,509	40,871	51,189	43,608	44,769	88,245	6,265			634,524
Total General Fund	I	57,934	80,056	42,583	41,151	46,495	36,871	54,509	40,900	51,195	43,608	44,769	88,245	6,265	0	0	634,580
Total Receipts		298,879	411,702	256,971	227,654	252,070	200,174	288,940	214,205	269,403	226,604	227,760	427,028	30,366	-	-	3,331,756
		=0/	100/		1001	4.50/		100/				40/					
	YTD vs Prior Yea	ar 7%	12%	17%	16%	15%	13%	12%	10%	9%	8%	4%	6%	7%			
Note - General Fund	0001-996-2820																
Prior Year																	
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Revenue Collected	Appropriation BBF																
234	Gov Transfer In Other Agencies	0	0	139	724	0	0	1,364	0	0	0	0	0	0	0	0	2,226
401 704	Licensure Fees DCI Check Fees	173,645 49,240	220,325 63,275	116,441 40,345	121,618 44,605	129,021 55,880	116,677 48,885	154,249 59,980	138,207 52,860	151,056 59,430	134,639 50,397	194,287 57,282	232,402 58,580	0	0	0	1,882,566 640,759
	Doroneekrees													-	-	0	
Total Revenues:		222,885	283,600	156,925	166,947	184,901	165,562	215,593	191,067	210,486	185,036	251,569	290,982	0	0	0	2,525,551
234 Gen Fund 401 Gen Fund	Licensure Fees % - Other Agcy Licensure Fees	55,224	70,029	21 36,978	21 38,656	40,990	37,045	21 49,011	43,975	48,004	42,803	61,464	73,956				64 598,134
Total General Fund	I	55,224	70,029	36,999	38,678	40,990	37,045	49,033	43,975	48,004	42,803	61,464	73,956	0	0	0	598,198
Total Receipts		278,109	353,629	193,924	205,624	225,891	202,607	264,625	235,042	258,489	227,838	313,033	364,938	0	0	0	3,123,749





Obligations vs. Budget Report Budget Fiscal Year: 2023

		Actual FY To-Date	Encumbered	Total Obligations FY-To-Date	FY 23 Budget	Budget Balance	Percent of Budget Received /Spent
Reso	urces -						
	Balance Forward	1,434,767		1,434,767	1,318,052		
234 401 704	Gov Transfer In Other Agencies Fees, Licenses & Permits Other Total Resources <i>(Total Revenues)</i>	20,755 1,995,997 694,520 \$4,146,038 \$2,711,271	\$0 \$0	20,755 1,995,997 694,520 \$4,146,038 \$2,711,271	5,000 1,969,312 635,000 \$3,927,365 \$2,609,313	(\$101,959)	104%
		<i>\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\</i>	<i>\</i>	<i>\\\L,\\\L\\\</i>	<i>\</i>	(\$101,000)	10470
Exper	nditures -						
101	Personal Services	1,600,280		1,600,280	1,629,632	29,352	98%
202	In State Travel	12,176		12,176	20,000	7,824	61%
205	Out Of State Travel	5,758		5,758	20,000	14,242	29%
301	Office Supplies	9,369		9,369	10,350	981	91%
302	Facility Maintenance Supplies	0		0	1,500	0	0%
308	Other Supplies	0		0	400	400	0%
309	Printing & Binding	2,592		2,592	3,500	907	74%
313	Postage	11,856		11,856	12,000	144	99%
401	Communications	19,367		19,367	20,000	633	97%
402	Rentals	59,505		59,505	69,750	10,245	85%
403	Utilities	2,826		2,826	4,000	1,174	71%
405	Prof & Scientific Services	2,827		2,827	6,000	3,173	47%
406	Outside Services	5,165		5,165	46,200	41,035	11%
408	Advertising & Publicity	92		92	200	107	46%
409	Outside Repairs/Service	0		0	1,000	1,000	0%
414	Reimbursements To Other Agency	31,286		31,286	35,000	3,714	89%
416	ITD Reimbursements	201,754		201,754	270,000	68,246	75%
418	IT Outside Services	33,055		33,055	18,000	(15,055)	184%
432	Attorney General Reimbursement	57,928		57,928	50,500	(7,428)	115%
434	Gov Transfer Other Agencies	336,322		336,322	330,000	(6,323)	102%
502	Office Equipment	0		0	250	250	0%
503		0		0	4,000	4,000	0%
510	IT Equipment & Software	9,402		9,402	15,000	5,598	63%
602	Other Expenses & Obligations	45,364		45,364	40,000	(5,364)	113%
702		30		30	30	0	100%
705	Refunds-Other	2,270		2,270	1,000	(1,270)	227%
	Total Expenditures	\$2,449,223	\$0	\$2,449,223	\$2,608,311	\$157,588	94%
	CY Revenue Less Expenditures	\$262,049	-				

Estimated Carry Forward \$1,696,816

Department	286
------------	-----

Pg 1

- To:
 BoEE Executive Director, Mike Cavin

 cc:
 Mirela Jusic

 From:
 Mike Cornelison

 Date:
 October 2, 2023

 Re:
 FY 2023 FINANCIAL ANALYSIS
- Re: FY 2023 FINANCIAL ANALYSIS Period 15 - September 2023

NOTE 1: Cash Balance Review

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$0	\$1,696,717
	\$0	\$1,696,717

Areas to Monitor:

RED:

YELLOW:

GREEN:

FY2024 Budget Update entered in I/3 Budget in June. Partial Cash Carry Forward to FY24 completed July 3. Final Y-E Cash Carry Forward completed in August.

Outstanding issues that may affect the financial statements

Questions and review of financials:

Accounting conventions:

Financial statements have been prepared on the cash basis. For Fiscal 2023, November & May are "3 Payroll" months. Budget or forecast updates will be discussed during the monthly financial review meetings and will be included in the next months financials.

Other Information:

mike.cornelison@iowa.gov

515-336-9435

0001		

General Fund

9397

Unit

Sub Unit

Fund:

Blank

FY 2023

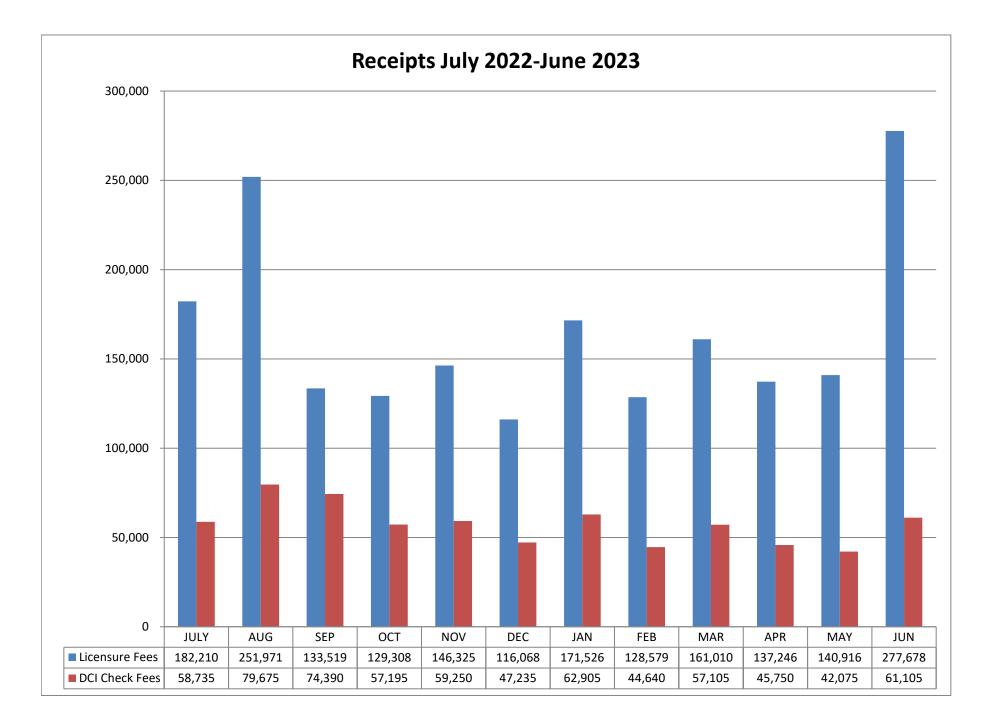
EDas Customer Number: 1100 Percent of Year Complete 125%

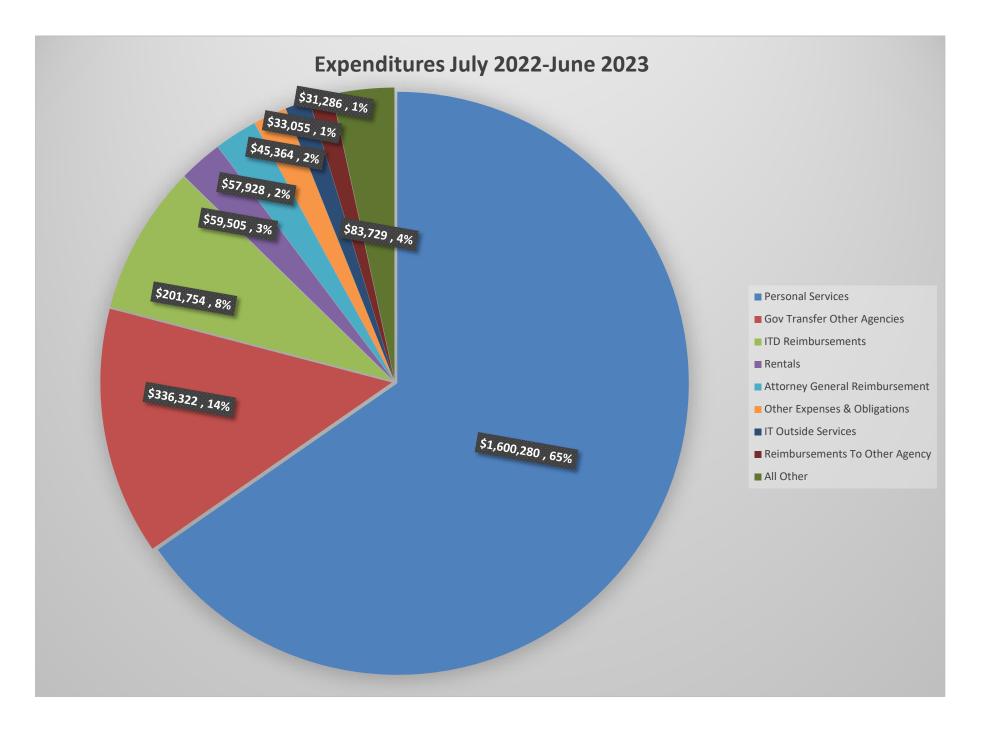
Appropriation:	WZ9 Board of	Eduational Exam	inoro															Percent	or rear complete	125%	
Obj/Rev Class		JULY	AUG	SEPT	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget	Percent of
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	(C=A+B)	(D)	To Date	Forecasted
																		. ,			
	Balance Brought Forward from Prior Year Balance Carried Forward to Next Year	100,000	1,334,767	-										(100,000)	(1,596,717)		1,434,767 (1,696,717)	1,434,767 (1,696,717)	1,318,052 (1,217,121)		
Revenue Colleg														(100,000)	(1,000,111)		(1,000,111)	(1,000,111)	(.,=,.=.)		
234	Gov Transfer In Other Agencies	-	-	6,480	-	_	-	_	86	94	_	-	-	_	14,095	-	20.755	20,755	5.000	415%	415%
401	Fees, Licenses & Permits	182.210	251,971	133,519	129,308	146,325	116,068	171,526	128,579	161,010	137,246	140,916	277,678	19,641	14,035	-	1.995.997	1,995,997	1,969,312		101%
704	Other	58,735	79,675	74,390	57,195	59,250	47,235	62,905	44,640	57,105	45,750	42,075	61,105	4,460	-	-	694,520	694,520	635,000		101%
															-	-					
Total Revenues	s:	340,945	1,666,413	214,388	186,503	205,575	163,303	234,431	173,305	218,208	182,996	182,991	338,783	(75,899)	(1,582,622)	-	2,449,321	2,449,321	2,710,244	90%	90%
Expenditures																					
101	Personal Services	80,049	125,769	125,823	125,754	198,103	107,166	133,379	108,451	108,559	122,586	197,992	115,470	51,178	-	-	1,600,280	1,600,280	1,629,632		98%
202	In State Travel	-	805	1,889	2,092	466	1,652	32	545	1,597	592	2,507	-	-	-	-	12,176	12,176	20,000		61%
205	Out Of State Travel	-	2,195	-	186	158	1,644	-	-	24	-	-	1,552	-	-	-	5,758	5,758	20,000		29%
301	Office Supplies	164	6,000	391	209	67	441	333	-	592	288	4,658	65	347	(4,185)	-	9,369	9,369	10,350		91%
302	Facility Maintenance Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	1,500		0%
308	Other Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	400		0%
309	Printing & Binding	-	228	1,420	104	-	-	-	232	-	-	28	518	64	-	-	2,592	2,592	3,500		74%
311	Food	-		18	33		48	-	-	-		-	-	-	-	-	99	99	1,000		10%
313	Postage	-	1,045	1,482	1,323	1,062	824	777	833	965	1,218	776	817	733	-	-	11,856	11,856	12,000		99%
401	Communications	-	1,614	1,614	1,613	1,612	1,614	894	2,334	1,614	1,614	1,615	1,614	1,614	-	-	19,367	19,367	20,000		97%
402	Rentals	4,917	4,917	5,017	5,222	4,917	5,017 299	-	9,833 786	4,917	4,917	4,917 176	4,917	-	-	-	59,505	59,505	69,750		85% 71%
403 405	Utilities Prof & Scientific Services	182	187	178 495	137 350	217	299 345	-	300	273 495	196 200	445	193 145	-	- 50	-	2,826 2.827	2,826 2.827	4,000 6,000		47%
405	Outside Services	- 333	- 333	495 333	561	657	345	-	692	495 346	200 346	729	346	141	50	-	2,827	2,027	46.200		47%
408	Advertising & Publicity	333	333	333	- 100	- 657	92	-	092	340	340	729	- 340	141	-	-	5,165	5,165	46,200		46%
408	Outside Repairs/Service	-	-	-	-	-	92	-	-	-	-	-	-	-	-	-	92	- 92	1.000		40%
414	Reimbursements To Other Agency	-	3.434	2,523	3.605	2,601	2,026	2.721	1.339	2.617	2.743	2,717	2.745	2,214			31.286	31.286	35.000		89%
416	ITD Reimbursements	_	173,582	2,695	2,714	2,340	2,365	2,338	2,394	2,017	3,122	2,476	2,520	3,260	(525)	_	201,754	201,754	270.000		75%
418	IT Outside Services	-	4,558	3,450	6.913	2,131	3,850	2,000	3,263	1,305	1,305	1,324	3,118	1,838	(020)	-	33,055	33,055	18,000		184%
432	Attorney General Reimbursement	-	-	9,183	4,586	4,587	6,422	-	9,440	4,589	5,230	4,711	4,584	4,596	-	-	57,928	57,928	50,500		115%
434	Gov Transfer Other Agencies	-	26.409	42,223	32.800	23,090	27,546	-	55,489	20,397	24,723	28,947	31,159	23,540	-	-	336,322	336,322	330.000		102%
502	Office Equipment	-		-	-			-	-				-		-	-	-		250		0%
503	Equipment-Non Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,000	0%	0%
510	IT Equipment & Software	8,386	1,453	-	-	-	-	-	-	1,049	-	-	-	-	(1,486)	-	9,402	9,402	15,000	63%	63%
602	Other Expenses & Obligations	-	-	4,343	5,564	3,058	3,308	3,074	2,961	3,663	3,200	3,725	3,191	9,263	14	-	45,364	45,364	40,000		113%
702	Fees	-	-	-	-	-	-	-	30	-	-	-	-	-	-	-	30	30	30		100%
705	Refunds-Other	-	160	405	330	295	-	305	190	85	170	175	115	40	-	-	2,270	2,270	1,000	227%	227%
Total Expendit	ures:	94,031	352,689	203,481	194,096	245,361	165,005	143,854	199,112	155,562	172,451	257,916	173,068	98,827	(6,131)	-	2,449,321	2,449,321	2,609,311	94%	94%
Current Month	Operations	246,915	1,313,724	10,908	(7,593)	(39,786)	(1,703)	90,577	(25,807)	62,646	10,545	(74,924)	165,715	(174,726)	(1,576,491)	-	-	-	100,933		
Cash Balance		246,915	1,560,639	1,571,547	1,563,953	1,524,168	1,522,465	1,613,042	1,587,235	1,649,881	1,660,426	1,585,502	1,751,216	1,576,491	0	0					

FOOTNOTES

FOOTNOTES	<u>1</u>		Job Class	Employee Name	9397
<u>Revenues</u> 234	Gov Transfer In Other Agencies - Includes WebSpec Reimbursement.	Job Class Board Members	105254 00018 Clerk-Specialist 105255 00018 Clerk-Specialist 105256 00018 Clerk-Specialist	Jessica L Kurtz Sharon S Jensen Danielle N Brookes	1.00 1.00 1.00
		133116 14000 Kristen M Rickey	142330 00018 Clerk-Specialist	Alivia Bullis	1.00
Expenditure:	\underline{s}	105263 14000 Timothy I McKinney	105257 00121 Info Tech Specialist 4	Jeff S Debruin	1.00
101	Personal Services - November & May have 3 payroll warrants written.	139185 14000 Anthony D Voss	105258 00697 Investigator 3	Cynthia D Dennis	1.00
202	In State Travel - Employee travel and Board Meeting expense.	105264 14000 Timothy W Bower	00705-801 Admin Intern	vacant	0.00
205	Out of State Travel - June expense is for Mike Cavin's trip to a NASDTEC conference.	105265 14000 Erin K Schoening	105259 01071 Education Program Consultant	Steven C Mitchell	1.00
301	Office Supplies - May expense includes the FY24 NASDTEC membership fee of \$4,500.	139188 14000 Eric A St Clair DOE	139183 01071 Education Program Consultant	vacant (Cavin)	0.00
401	Communication - Cell phone and ICN Voice usage.	105266 14000 Rhonda McRina	105260 01071 Education Program Consultant	Gregory S Horstman	1.00
402	Rentals - Facility lease & exhibit booths for trade events.	139184 14000 Pam Bleam	144601 01071 Education Program Consultant	Geri Mcmahon	1.00
405	Prof & Scientific Services - payments to school districts for Board Member per diem & substitute reimbursements.	139189 14000 Vacant	105262 01071 Education Program Consultant	David D Wempen	1.00
406	Outside Services - Includes the office cleaning service.	139186 14000 Chad W Janzen	105269 31038 Executive Director/BOEE	Michael D Cavin	1.00
414	Reimbursements to Other Agencies - DAS services.	105267 14000 Kathy J Behrens	105270 31513 Admin Consultant	Joanne K Tubbs	1.00
418	IT Outside Services - WebSpec Design costs, & Insight desktop support.	105268 14000 Davis L Eidahl	144600 00645 Attorney 3	Beth Myers	1.00
434	Gov Transfer Other Agencies - DCI criminal history & background checks & DIA services.		105272 95002 Secretary 3	Meredith Hawk	1.00
602	Other Expenses & Obligations - TOS credit card processing fees.			Total Budgeted FTEs	14.00

Fund: Unit Sub Unit	0001 9397 Blank	General Fund															
Appropriation:	WZ9	Board of Eduational I	Examiners														
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEP	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	HO13	HO14	HO15	YTD
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Actual
	Appropriation BBF																
Revenue Collected																	
234	Gov Transfer In Other Agencies	0	0	6,480	0	0	0	0	86	94	0	0	0	0	0	0	6,660
401 704	Licensure Fees DCI Check Fees	182,210 58,735	251,971 79,675	133,519 74,390	129,308 57,195	146,325 59,250	116,068 47,235	171,526 62,905	128,579 44,640	161,010 57,105	137,246 45,750	140,916 42,075	277,678 61,105	19,641 4,460	0	0	1,995,997 694,520
704	Doroneekrees	50,755	19,015	74,550	57,155	39,230	47,233	02,505	44,040	57,105	45,750	42,075	01,100	4,400	0	0	034,520
Total Revenues:		240,945	331,646	214,388	186,503	205,575	163,303	234,431	173,305	218,208	182,996	182,991	338,783	24,101	-	-	2,697,176
234 Gen Fund	Licensure Fees % - Other Agcy			21					29	6							56
401 Gen Fund	Licensure Fees	57,934	80,056	42,561	41,151	46,495	36,871	54,509	40,871	51,189	43,608	44,769	88,245	6,265			634,524
Total General Fund	I	57,934	80,056	42,583	41,151	46,495	36,871	54,509	40,900	51,195	43,608	44,769	88,245	6,265	0	0	634,580
Total Receipts		298,879	411,702	256,971	227,654	252,070	200,174	288,940	214,205	269,403	226,604	227,760	427,028	30,366	-	-	3,331,756
		=0/	100/	470/	1001	4.50/		100/				40/					
	YTD vs Prior Yea	ar 7%	12%	17%	16%	15%	13%	12%	10%	9%	8%	4%	6%	7%			
Note - General Fund	0001-996-2820																
Prior Year																	
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Revenue Collected	Appropriation BBF																
234	Gov Transfer In Other Agencies	0	0	139	724	0	0	1,364	0	0	0	0	0	0	0	0	2,226
401 704	Licensure Fees DCI Check Fees	173,645 49,240	220,325 63,275	116,441 40,345	121,618 44,605	129,021 55,880	116,677 48,885	154,249 59,980	138,207 52,860	151,056 59,430	134,639 50,397	194,287 57,282	232,402 58,580	0	0	0	1,882,566 640,759
	Doroneekrees													-	-	0	
Total Revenues:		222,885	283,600	156,925	166,947	184,901	165,562	215,593	191,067	210,486	185,036	251,569	290,982	0	0	0	2,525,551
234 Gen Fund 401 Gen Fund	Licensure Fees % - Other Agcy Licensure Fees	55,224	70,029	21 36,978	21 38,656	40,990	37,045	21 49,011	43,975	48,004	42,803	61,464	73,956				64 598,134
Total General Fund	I	55,224	70,029	36,999	38,678	40,990	37,045	49,033	43,975	48,004	42,803	61,464	73,956	0	0	0	598,198
Total Receipts		278,109	353,629	193,924	205,624	225,891	202,607	264,625	235,042	258,489	227,838	313,033	364,938	0	0	0	3,123,749





Obligations vs. Budget Report Budget Fiscal Year: 2023

		Actual FY To-Date	Encumbered	Total Obligations FY-To-Date	FY 23 Budget	Budget Balance	Percent of Budget Received /Spent
Reso	urces -						
	Balance Forward	1,434,767		1,434,767	1,318,052		
234 401 704	Gov Transfer In Other Agencies Fees, Licenses & Permits Other Total Resources <i>(Total Revenues)</i>	20,755 1,995,997 694,520 \$4,146,038 \$2,711,271	\$0 \$0	20,755 1,995,997 694,520 \$4,146,038 \$2,711,271	5,000 1,969,312 635,000 \$3,927,365 \$2,609,313	(\$101,959)	104%
		<i>\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\</i>	<i>\</i>	<i>\\\L,\\\L\\\</i>	<i>\</i>	(\$101,000)	10470
Exper	nditures -						
101	Personal Services	1,600,280		1,600,280	1,629,632	29,352	98%
202	In State Travel	12,176		12,176	20,000	7,824	61%
205	Out Of State Travel	5,758		5,758	20,000	14,242	29%
301	Office Supplies	9,369		9,369	10,350	981	91%
302	Facility Maintenance Supplies	0		0	1,500	0	0%
308	Other Supplies	0		0	400	400	0%
309	Printing & Binding	2,592		2,592	3,500	907	74%
313	Postage	11,856		11,856	12,000	144	99%
401	Communications	19,367		19,367	20,000	633	97%
402	Rentals	59,505		59,505	69,750	10,245	85%
403	Utilities	2,826		2,826	4,000	1,174	71%
405	Prof & Scientific Services	2,827		2,827	6,000	3,173	47%
406	Outside Services	5,165		5,165	46,200	41,035	11%
408	Advertising & Publicity	92		92	200	107	46%
409	Outside Repairs/Service	0		0	1,000	1,000	0%
414	Reimbursements To Other Agency	31,286		31,286	35,000	3,714	89%
416	ITD Reimbursements	201,754		201,754	270,000	68,246	75%
418	IT Outside Services	33,055		33,055	18,000	(15,055)	184%
432	Attorney General Reimbursement	57,928		57,928	50,500	(7,428)	115%
434	Gov Transfer Other Agencies	336,322		336,322	330,000	(6,323)	102%
502	Office Equipment	0		0	250	250	0%
503		0		0	4,000	4,000	0%
510	IT Equipment & Software	9,402		9,402	15,000	5,598	63%
602	Other Expenses & Obligations	45,364		45,364	40,000	(5,364)	113%
702		30		30	30	0	100%
705	Refunds-Other	2,270		2,270	1,000	(1,270)	227%
	Total Expenditures	\$2,449,223	\$0	\$2,449,223	\$2,608,311	\$157,588	94%
	CY Revenue Less Expenditures	\$262,049	-				

Estimated Carry Forward \$1,696,816

- To: BoEE Executive Director, Mike Cavin cc: Mirela Jusic
- vincia susie
- From: Mike Cornelison
- Date: October 2, 2023
- Re: FY 2024 FINANCIAL ANALYSIS Period 3 - September 2023

NOTE 1: Cash Balance Review

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$1,762,527	\$1,173,387
	\$1,762,527	\$1,173,387

Areas to Monitor:

RED:

YELLOW:

GREEN:

Final Y-E Cash Carry Forward to FY2024 completed in August. FY2023 GAAP Package completed August 31.

Outstanding issues that may affect the financial statements

Questions and review of financials:

Accounting conventions:

Financial statements have been prepared on the cash basis. For Fiscal 2024, October & April are "3 Payroll" months. Budget or forecast updates will be discussed during the monthly financial review meetings and will be included in the next months financials.

Other Information:

mike.cornelison@iowa.gov

515-336-9435

0001

Unit

General Fund

Board of Eduational Examiners

9397 Blank

Fund:

Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget	Percent of Budget
		Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date	Forecasted EOY
	Balance Brought Forward from Prior Year	100,000	1,596,717	-										<i>(</i>	<i></i>		1,696,717	1,696,717	1,637,177		
Revenue Colleg	Balance Carried Forward to Next Year													(100,000)	(1,073,387)		-	(1,173,387)	(1,222,273)		
234	Gov Transfer In Other Agencies		_		529			998	63	69			4.840					6,499	6,500	0%	100%
401	Fees, Licenses & Permits	155.033	198,935	- 141.664	126,798	139,139	117,611	164,621	134,813	157,693	137,389	- 169,386	257,755	-	-	-	495,631	1,900,837	1,950,000	25%	97%
704	Other	54,965	57,355	53,168	52,016	58,827	49,114	62,790	49,819	59,545	49,128	50,768	61,155		-		165,488	658,649	680,000	23%	97%
Total Revenues	s:	309,998	1,853,007	194,832	179,344	197,966	166,725	228,409	184,695	217,307	186,517	220,154	323,749	(100,000)	(1,073,387)	-	2,357,836	3,089,315	3,051,404	77%	101%
Expenditures																					
101	Personal Services	55,300	151,311	128,220	183,370	135,393	135,393	135,393	135,393	135,393	194,546	135,393	135,393	51,836	-	-	334,831	1,712,337	1,643,026	20%	104%
202	In State Travel	-	1,817	47	2,000	1,000	2,000	1,000	1,000	2,000	1,000	2,500	2,000	2,500	-	-	1,864	18,864	20,000	9%	94%
205	Out Of State Travel	-	20	525	1,000	1,000	2,000	1,000	2,000	1,500	1,000	3,000	2,000	2,500	-	-	545	17,545	20,000	3%	88%
301	Office Supplies	-	4,500	62	300	100	500	400	600	600	300	5,000	100	(4,500)	-	-	4,562	7,962	10,000	46%	80%
302	Facility Maintenance Supplies	-	-	-	250	-	-	250	-	-	250	-	-	250			-	1,000	1,000	0%	100% 100%
308	Other Supplies	-	-	-	200	200 200	- 200	- 200	300	- 200	200	200 100	- 600	100			-	400 2,300	400 3,500	0% 0%	66%
309 311	Printing & Binding Food	-	- 17	-	200	200	200	200	50	200	200	50	50	450	-	-	- 17	2,300	1,000	2%	92%
313	Postage		365	492	1,400	1,100	900	900	800	1,000	1,200	800	800	1.000			857	10,757	12,500	7%	86%
401	Communications	-	1.614	1.614	1,400	1,650	1.650	1,650	1.650	1,650	1,200	1.700	1.700	1,000	_	_	3.228	19,928	20.000	16%	100%
402	Rentals	4.917	6.527	4,917	5,920	5,250	6,250	5.250	6.250	5,250	6,250	5,250	6,250	250	-	-	16,360	68,530	71,500	23%	96%
403	Utilities	196	186	195	300	300	350	400	400	300	250	250	250	300			577	3,677	4,000	14%	92%
405	Prof & Scientific Services	-	150	200	350	500	350	350	500	350	400	500	350	500	-	-	350	4,500	5,000	7%	90%
406	Outside Services	346	346	653	600	700	500	-	700	400	400	600	400	-	-	-	1,345	5,645	6,000	22%	94%
408	Advertising & Publicity	-	-	-	-	-	100	-	-	-	-	-	100	-	-	-	-	200	200	0%	100%
409	Outside Repairs/Service	-			250			250	-		250				-	-		750	1,000	0%	75%
414	Reimbursements To Other Agency	-	2,917	3,297	2,200	2,200	2,100	2,200	1,300	2,200	2,100	2,100	2,100	2,100	-	-	6,214	26,814	25,000	25%	107%
416 418	ITD Reimbursements IT Outside Services	-	177,061 1,305	1,987 655	3,000 7,100	40,000 2,300	40,000 4,000	44,000 1,600	40,000 6,700	40,000 1,400	40,000 1,400	40,000 1,400	40,000 3,200	40,000 2,500	-	-	179,048 1,961	546,048 33,561	550,000 35,000	33% 6%	99% 96%
432	Attorney General Reimbursement	-	-	-	21.000	7.000	7.000	7.000	7.000	7,000	8.000	7,000	7.000	7.000	-	-	1,901	85.000	85.000	0%	100%
434	Gov Transfer Other Agencies		16,692	21,034	40.000	45,000	40.000	40,000	35.000	40,000	40,000	35.000	45.000	45.000	-	-	37.726	442,726	455,000	8%	97%
502	Office Equipment	-	-	-	-	-	250	-	-	-	-	-	-	-	-	-	-	250	250	0%	100%
503	Equipment-Non Inventory	-	-	-	14,000	-	9,000	-	-	-	-	-	-	-	-	-	-	23,000	23,000	0%	100%
510	IT Equipment & Software	-	1,486	-	-	8,500	2,000	-	-	1,500	-	-	-	(1,500)	-	-	1,486	11,986	12,000	12%	100%
602	Other Expenses & Obligations	130	-	4,123	5,600	3,100	3,300	3,900	3,000	3,700	3,200	3,700	3,200	3,300	-	-	4,253	40,253	42,000	10%	96%
702	Fees	-	-	-			-		30			-					-	30	30	0%	100%
705	Refunds-Other	-	-	85	510	340	510	340	510	340	510	340	510	340	-	-	85	4,335	5,000	2%	87%
Total Expendit	ures:	60,889	366,314	168,106	291,050	255,883	258,403	246,133	243,183	244,833	303,006	244,883	251,003	155,626	-	-	595,309	3,089,315	3,051,405	20%	101%
Current Month Cash Balance	Operations	249,108 249,108	1,486,692 1,735,801	26,726 1,762,527	(111,706) 1,650,820	(57,917) 1,592,903	(91,678) 1,501,225	(17,725) 1,483,500	(58,488) 1,425,012	(27,526) 1,397,485	(116,489) 1,280,996	(24,730) 1,256,267	72,746 1,329,013	(255,626) 1,073,387	(1,073,387) (0)	- (0)	1,762,527	(0)	(1) (1)		

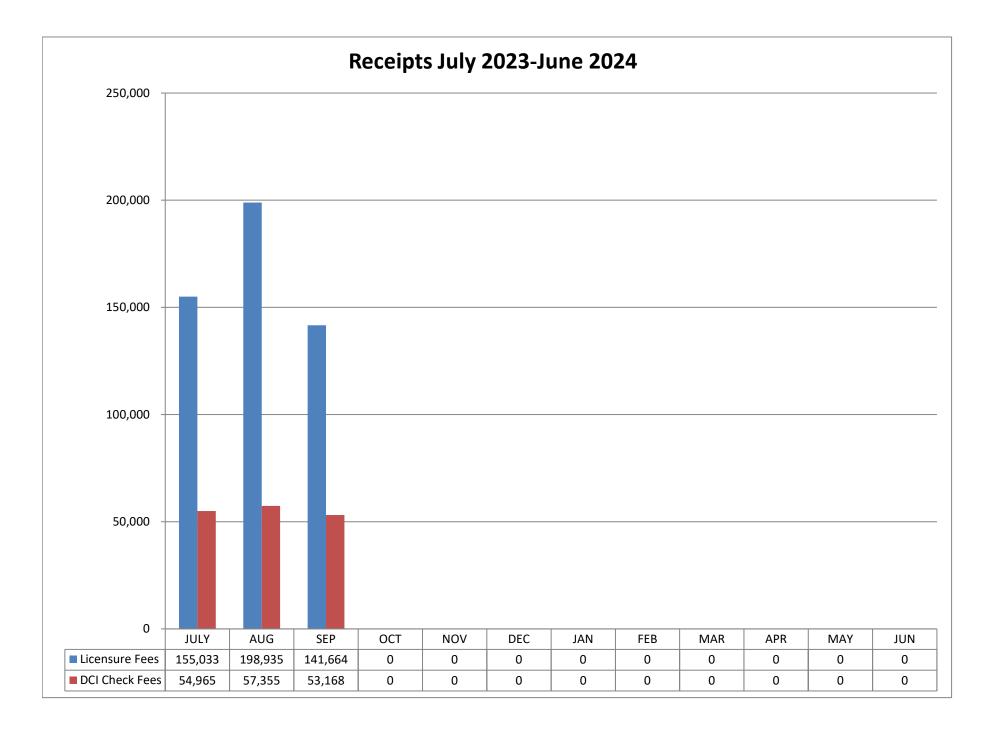
FOOTNOTES

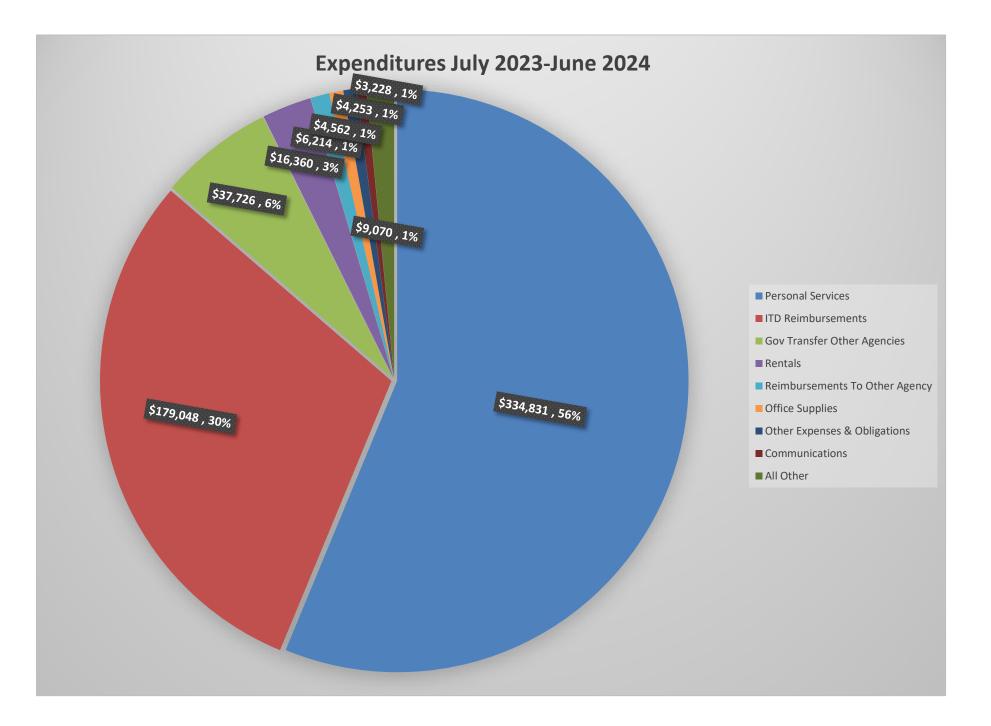
			Job Class	Employee Name	Budgeted	Filled
Revenues		Job Class Board Members	105254 00018 Clerk-Specialist	Jessica L Kurtz	1.00	1.00
234	Gov Transfer In Other Agencies - Includes WebSpec Reimbursement.	105263 14000 Vacant	105255 00018 Clerk-Specialist	Sharon S Jensen	1.00	1.00
		105264 14000 Timothy W Bower	105256 00018 Clerk-Specialist	Danielle N Brookes	1.00	1.00
Expenditure	5	105265 14000 Vacant	142330 00018 Clerk-Specialist	Alivia Bullis	1.00	1.00
101	Personal Services - October & April have 3 payroll warrants written.	105266 14000 Rhonda McRina	105257 00121 Info Tech Specialist 4	Jeff S Debruin	1.00	1.00
202	In State Travel - Employee travel and Board Meeting expense.	105267 14000 Kathy J Behrens	105258 00697 Investigator 3	Cynthia D Dennis	1.00	1.00
301	Office Supplies - August expense is the FY24 NASDTEC membership fee of \$4,500 (paid in FY23).	105268 14000 Davis L Eidahl	Investigator 2	Vacant (new position)	0.00	0.00
401	Communication - Cell phone and ICN Voice usage.	133116 14000 Kristen M Rickey	105259 01071 Education Program Consultant	Steven C Mitchell	1.00	1.00
402	Rentals - Facility lease & exhibit booths for trade events. August expense includes booth rental for the SAI & IASB events.	139184 14000 Pam Bleam	105260 01071 Education Program Consultant	Gregory S Horstman	1.00	1.00
405	Prof & Scientific Services - payments to school districts for Board Member per diem & substitute reimbursements.	139185 14000 Vacant	144601 01071 Education Program Consultant	Geri Mcmahon	1.00	1.00
406	Outside Services - Includes the office cleaning service.	139186 14000 Chad W Janzen	105262 01071 Education Program Consultant	David D Wempen	1.00	1.00
414	Reimbursements to Other Agencies - DAS services.	139188 14000 Vacant	105269 31038 Executive Director/BOEE	Michael D Cavin	1.00	1.00
416	ITD Reimbursements - August expense includes the Salesforce renewal \$166,414 and the Google licenses renewal.	139189 14000 Vacant	105270 31513 Admin Consultant	Joanne K Tubbs	1.00	1.00
	Forecast includes cost for a Professional Practices update & migration to the Salesforce system.	Eric A St Clair DOE	144600 00645 Attorney 3	Beth A Myers	1.00	1.00
418	IT Outside Services - WebSpec Design costs, & Insight desktop support.	Total 13	105272 95002 Secretary 3	Meredith Hawk	1.00	1.00
434	Gov Transfer Other Agencies - DCI criminal history & background checks & DIA services.			Total FTEs	14.00	14.00

503 510 602

Equipment-Non Inventory - Forecast includes a copier replacement and 12 Chromebooks. IT Equipment & Software - August expense is for the IDEMIA maintenance & support and the FY24 portion of the Zoom license fee (paid in FY23). Other Expenses & Obligations - TOS credit card processing fees.

Fund: Unit Sub Unit	0001 9397 Blank	General Fund															
Appropriation:	154	Board of Eduational	Examiners														
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	HO13	HO14	HO15	YTD
		Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Actual								
	Appropriation BBF																
Revenue Collected																	
234 401	Gov Transfer In Other Agencies Licensure Fees	0	0 198,935	0 141,664	0	0	0	0	0	0	0	0	0	0	0	0	0
704	DCI Check Fees	155,033 54,965	198,935 57,355	141,664 53,168	0	0	0	0	0	0	0	0	0	0	0	0	495,631 165,488
					0	0	Ū	Ŭ	Ŭ	0	Ū		Ŭ	0	Ū	0	
Total Revenues:		209,998	256,290	194,832	-	-	-	-	-	-	-	-	-	-	-	-	661,119
234 Gen Fund 401 Gen Fund	Licensure Fees % - Other Agcy Licensure Fees	48,808	62,606	44,609													0 156,023
Total General Fund		48,808	62,606	44,609	0	0	0	0	0	0	0	0	0	0	0	0	156,023
Total Receipts		258,805	318,896	239,441	-	-	-			-	-	-			-	-	817,142
		· · · · · ·															<u> </u>
	YTD vs Prior Yea	ar -13%	-19%	-16%													
Note - General Fund	0001-996-2820																
Prior Year																	
Obj/Rev Class	Obj/Rev Class Name	JULY Actual	AUG Actual	SEPT Actual	OCT Actual	NOV Actual	DEC Actual	JAN Actual	FEB Actual	MAR Actual	APR Actual	MAY Actual	JUNE Actual	HO13 Actual	HO14 Actual	HO15 Actual	YTD Actual
	Appropriation BBF																
Revenue Collected 234	Gov Transfer In Other Agencies	0	0	6,480	0	0	0	0	86	94	0	0	0	0	14,095	0	20,755
401	Licensure Fees	182,210	251,971	133,519	129,308	146,325	116,068	171,526	128,579	161,010	137,246	140,916	277,678	19,641	0	0	1,995,997
704	DCI Check Fees	58,735	79,675	74,390	57,195	59,250	47,235	62,905	44,640	57,105	45,750	42,075	61,105	4,460	0	0	694,520
Total Revenues:		240,945	331,646	214,388	186,503	205,575	163,303	234,431	173,305	218,208	182,996	182,991	338,783	24,101	14,095	0	2,711,271
234 Gen Fund 401 Gen Fund	Licensure Fees % - Other Agcy Licensure Fees	57,934	80,056	21 42,561	41,151	46,495	36,871	54,509	29 40,871	6 51,189	43,608	44,769	88,245	6,265		-	56 634,524
Total General Fund		57,934	80,056	42,583	41,151	46,495	36,871	54,509	40,900	51,195	43,608	44,769	88,245	6,265	0	0	634,580
Total Receipts		298,879	411,702	256,971	227,654	252,070	200,174	288,940	214,205	269,403	226,604	227,760	427,028	30,366	14,095	0	3,345,851

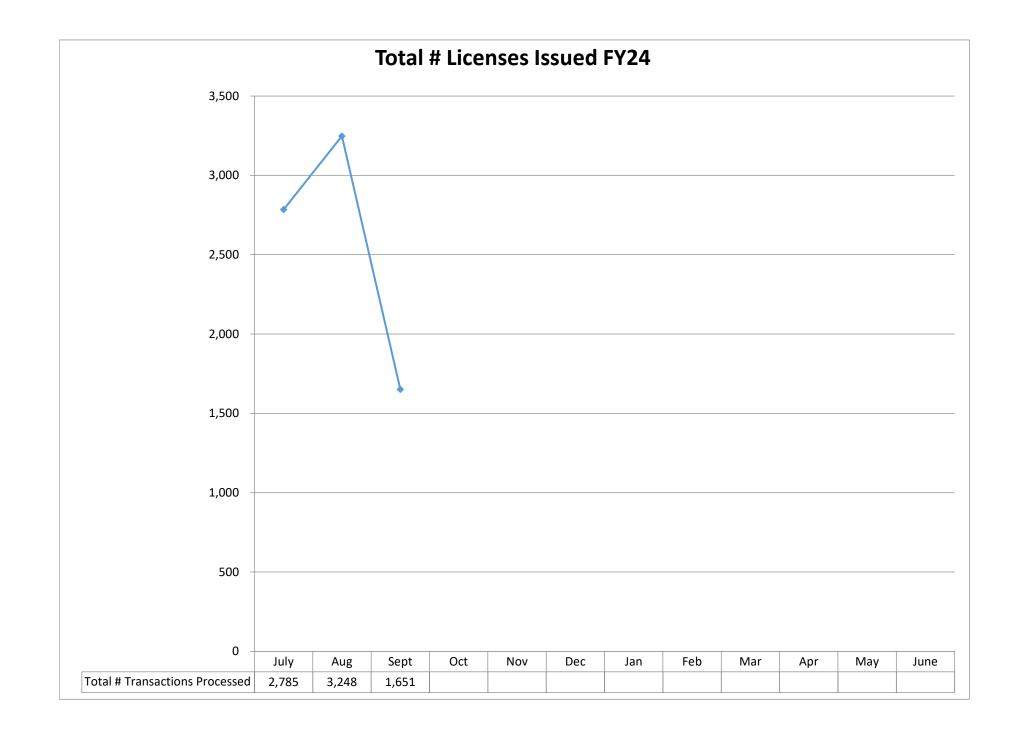


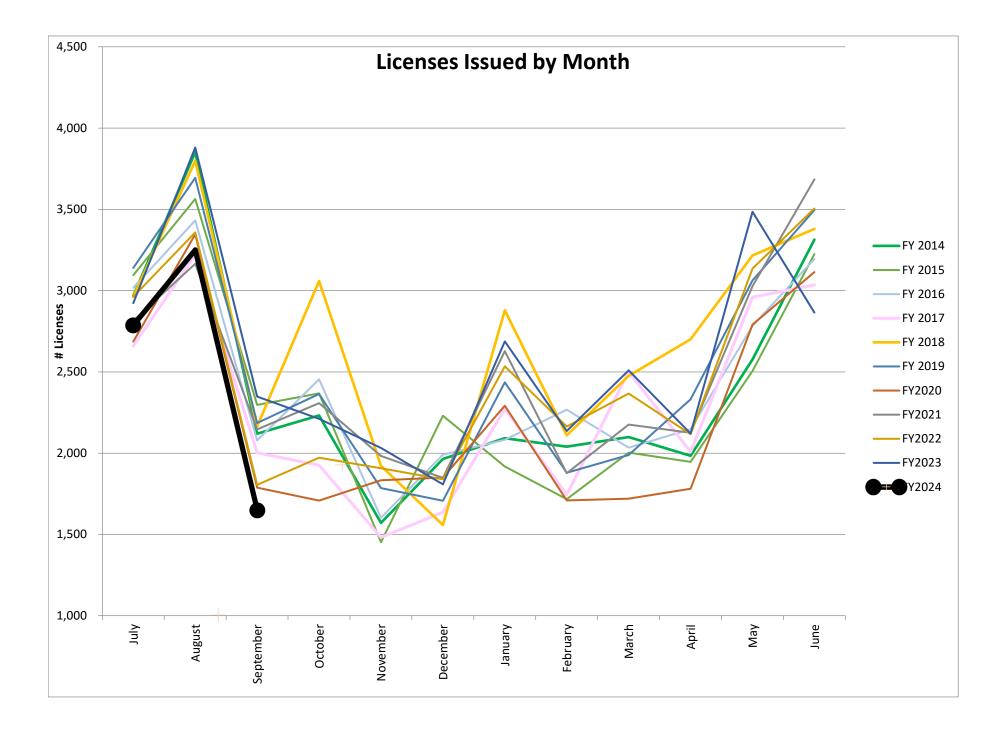


Obligations vs. Budget Report Budget Fiscal Year: 2024

		Actual FY		Total Obligations	FY 24	Budget	Percent of Budget Received
		To-Date	Encumbered	FY-To-Date	Budget	Balance	/Spent
Resou	irces -						
	Balance Forward	1,696,717		1,696,717	1,637,177		
234	Gov Transfer In Other Agencies	0		0	6,500		
401	Fees, Licenses & Permits	495,631		495,631	1,950,000		
704	Other	165,488		165,488	680,000		
704	Total Resources	\$2,357,836	\$0	\$2,357,836	\$4,273,677		
	(Total Revenues)	\$661,119	\$0 \$0	\$661,119	\$2,636,500	\$1,975,381	25%
	(7000770000)	\$561,110	<i></i>	<i>\\</i>	\$2,000,000	<i>¢1,010,001</i>	2070
Exper	nditures -						
101	Personal Services	334,831		334,831	1,643,026	1,308,195	20%
202	In State Travel	1,864		1,864	20,000	18,136	9%
205	Out Of State Travel	545		545	20,000	19,455	3%
301	Office Supplies	4,562		4,562	10,000	5,438	46%
302	Facility Maintenance Supplies	0		0	1,000	0	0%
308	Other Supplies	0		0	400	400	0%
309	Printing & Binding	0		0	3,500	3,500	0%
313	Postage	857		857	12,500	11,643	7%
401	Communications	3,228		3,228	20,000	16,772	16%
402	Rentals	16,360		16,360	71,500	55,140	23%
403	Utilities	577		577	4,000	3,423	14%
405	Prof & Scientific Services	350		350	5,000	4,650	7%
406	Outside Services	1,345		1,345	6,000	4,655	22%
408	Advertising & Publicity	0		0	200	200	0%
409	Outside Repairs/Service	0		0	1,000	1,000	0%
414	Reimbursements To Other Agency	6,214		6,214	25,000	18,786	25%
416	ITD Reimbursements	179,048		179,048	550,000	370,952	33%
418	IT Outside Services	1,961		1,961	35,000	33,039	6%
432	Attorney General Reimbursement	0		0	85,000	85,000	0%
434	Gov Transfer Other Agencies	37,726		37,726	455,000	417,274	8%
502	Office Equipment	0		0	250	250	0%
503		0		0	23,000	23,000	0%
510	IT Equipment & Software	1,486		1,486	12,000	10,514	12%
602	Other Expenses & Obligations	4,253		4,253	42,000	37,747	10%
702		0		0	30	30	0%
705	Refunds-Other	85		85	5,000	4,915	2%
	Total Expenditures	\$595,292	\$0	\$595,292	\$3,050,406	\$2,454,114	20%
	CY Revenue Less Expenditures	\$65,827	-				
			=				

Estimated Carry Forward \$1,762,544





Number of Licenses Issued by Month

	ЯпГ	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
FY 2024	2,785	3,248	1,651										7,684
Running Total	2,785	6,033	7,684	7,684	7,684	7,684	7,684	7,684	7,684	7,684	7,684	7,684	
FY 2023	2,923	3,880	2,348	2,211	2,032	1,808	2,688	2,136	2,509	2,121	3,485	2,865	31,006
Running Total	2,923	6,803	9,151	11,362	13,394	15,202	17,890	2 ,130 20,026	22,535	2,121	28,141	31,006	51,000
57, 0000	0.000	0.050	1 005	4 070	4 0 0 7	1 000	0.504	0.404	0.007	0.447	0.405	0 505	
FY 2022 Running Total	2,962 2,962	3,358 6,320	1,805 8,125	1,972 10,097	1,907 12,004	1,839 13,843	2,534 16,377	2,164 18,541	2,367 20,908	2,117 23,025	3,135 26,160	3,505 29,665	29,665
FY 2021	2,815	3,165	2,146	2,308	1.983	1,848	2,628	1.876	2,176	2,126	3.027	3.684	29,782
Running Total	2,815 2,815	5,980	8,126	10,434	12,417	14,265	16,893	18,769	2 ,170 20,945	2,120 23,071	26,098	29,782	29,782
FY 2020	2,687	3,346	1,788	1,708	1,833	1,850	2,292	1,709	1,720	1,781	2,791	3,114	26,619
Running Total	2,687	6,033	7,821	9,529	11,362	13,212	15,504	17,213	18,933	20,714	23,505	26,619	
FY 2019	3,139	3,694	2,186	2,364	1,785	1,707	2,436	1,879	1,989	2,331	3,063	3,496	30,069
Running Total	3,139	6,833	9,019	11,383	13,168	14,875	17,311	19,190	21,179	23,510	26,573	30,069	
FY 2018	2,962	3,799	2,165	3,059	1,922	1,558	2,879	2,110	2,476	2,700	3,216	3,380	32,226
Running Total	2,962	6,761	8,926	11,985	13,907	15,465	18,344	20,454	22,930	25,630	28,846	32,226	
FY 2017	2,660	3,221	2,002	1,926	1,482	1,636	2,273	1,744	2,502	2,007	2,959	3,035	27,447
Running Total	2,660	5,881	7,883	9,809	11,291	12,927	15,200	16,944	19,446	21,453	24,412	27,447	
FY 2016 Actual	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,195	29,083
Running Total	3,017	6,449	8,527	10,981	12,584	14,575	16,657	18,924	20,958	23,105	25,888	29,083	
FY 2015 Actual	3,095	3,564	2,297	2,368	1,452	2,230	1,918	1,717	2,003	1,946	2,505	3,224	28,319
Running Total	3,095	6,659	8,956	11,324	12,776	15,006	16,924	18,641	20,644	22,590	25,095	28,319	
FY 2014 Actual	2,968	3,852	2,120	2,232	1,571	1,964	2,092	2,040	2,099	1,984	2,576	3,314	28,812
Running Total	2,968	6,820	8,940	11,172	12,743	14,707	16,799	18,839	20,938	22,922	25,498	28,812	
FY 2013 Actual	2,744	3,375	1,978	2,488	1,849	1,920	2,231	2,068	2,246	2,188	2,956	3,219	29,262
Running Total	2,744	6,119	8,097	10,585	12,434	14,354	16,585	18,653	20,899	23,087	26,043	29,262	

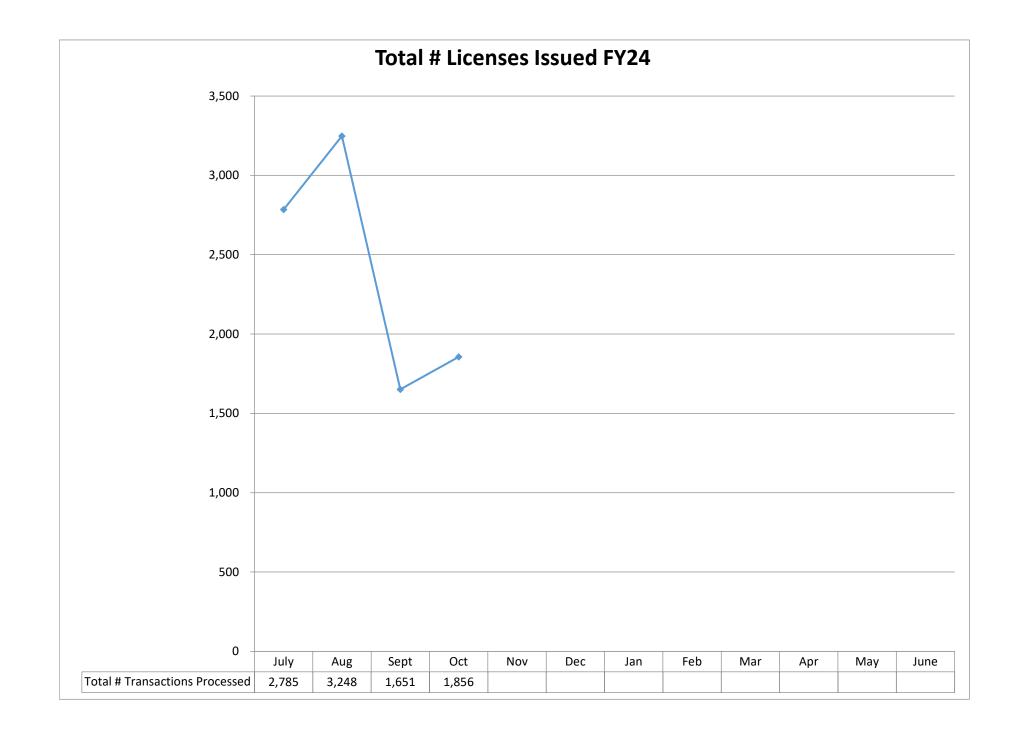
FY2024 Actual Number of Transactions Processed per Month

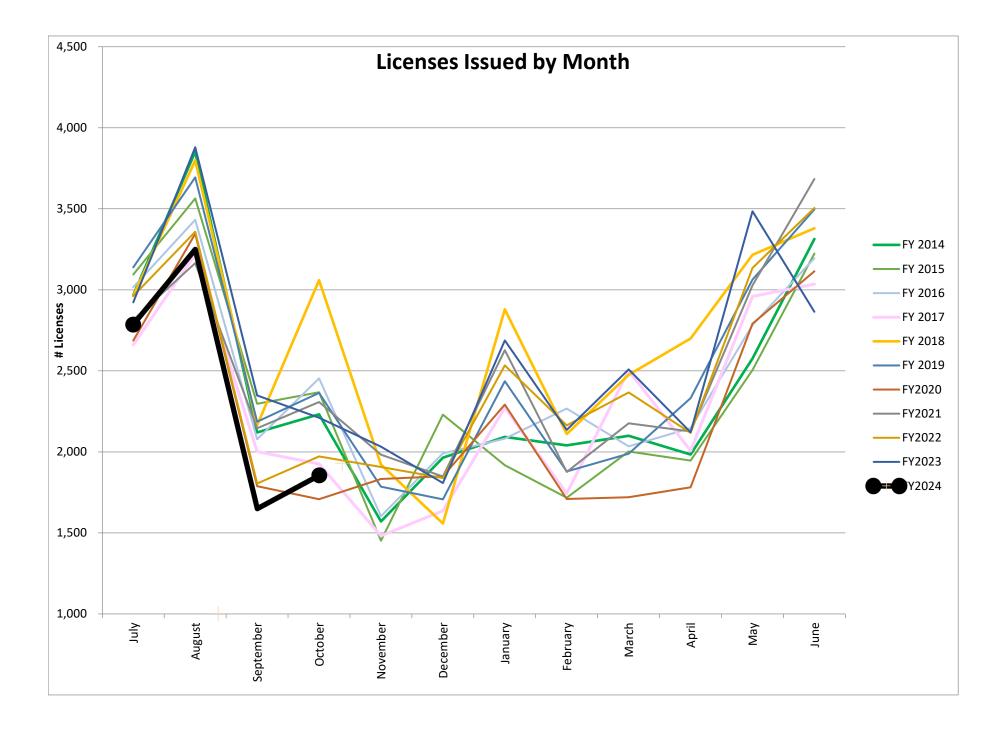
	July	Aug	Sept	Oct	Nov	Dec	.lan	Feb	Mar	Apr	Mav	June	Total Issued
Add - Add Administrator Endorsement (Iowa Institution)	7	70g	5	000	1107	500	Jun	100	inai		inay	oune	13
Add - Add Administrator Endorsement (Out of State Institution)		0	-										0
Add - Add Concentration Para	17	15	12										44
Add - Add Teaching Endorsement (Iowa institution will be recommendatation)	78	98	32										208
Add - Add Teaching Endorsement (state min. requirements or non-lowa institution)	38	64	26										128
Convert - Exchange to a Full License	9	13	4										26
Convert - Exchange to a Full License (Reciprocity Only)	7	4	6										17
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth. Convert - Initial School Administrative Manager to Full SAM	2	6	2										10 1
Convert - Standard to Master Educator	89	98	74										261
Convert - Temporary or Initial School Business Official to next SBO level	2	3	2										201
Convert Initial Administrator to Professional Administrator	12	3	4										19
Convert Initial Teacher/PSL to Standard/PSL	173	81	15										269
Extension - Extension of Class A Class B or Admin Exchange License	19	59	7										85
Extension - Extension of Coaching Authorization	43	38	24										105
Extension - Extension of Full Authorization (not coaching)	2	4	2										8
Extension - Extension of Initial Teacher/Admin (experience met within one year)	15	22	3										40
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	53	122	38										213
Extension - Final Extension of Initial Teacher (not meeting teaching standards) New - Conditional License: Class B - Administrator	3	6 8	1										10 18
New - Conditional License: Class B - Teacher General Education	100	155	23										278
New - Conditional License: Class B - Teacher Special Education	75	100	29										206
New - Conditional License: Executive Director Design - Special Education	31	42	5										78
New - Content Specialist Authorization (Step 1 Transcript Eval)	0	0											0
New - Content Specialist Authorization (Step 2 "Processing")	2	2											4
New - Executive Director Decision License	38	58	14										110
New - First Activities Administrator Authorization	1												1
New - First Administrator License (Out of State Preparation)	7	10	7										24
New - First Behind the Wheel Driving Instructor Authorization New - First Career and Technical Authorization	3	10	6										19
New - First Career and Technical Authorization New - First Class G License (counseling internship needed - Out of State only)	22	13	1										36 7
New - First Coaching Authorization (in lieu of a coaching on a teaching license)	248	287	131										666
New - First Evaluator License (do not use if applying for/hold admin. license)	240	3	4										12
New - First iJAG Authorization	1	13	1										15
New - First Intern School Psychologist	5		·										5
New - First Iowa Administrator License (Iowa Institution)	19	39	17										75
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	54	96	46										196
New - First Iowa Substitute License (Out of State is not seeking teaching license)	9	18	16										43
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	59	66	143										268
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	0	0	0										0
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	10	9	3										22
New - First Iowa Teaching License (Out of State Institution)	120	84	33										237
New - First Native Language Speaker Authorization New - First Orientation and Mobility License	2	4											6 1
New - First Orientation and Mobility Eldense	41	83	32										156
New - First Prof Svc License: Counsel (Out of State Institution)	5	2	1										8
New - First Professional Service Counseling SLP School Psy etc (Out of State)	5	4	2										11
New - First SAM Authorization	0	1											1
New - First School Business Official Authorization: Temporary or Initial SBO	2	3	2										7
New - First Statement of Professional Recognition - Other	34	23	11										68
New - First Statement of Professional Recognition - School Nurse	5	10	5										20
New - First Substitute Authorization (have not completed teacher prep program)	180	305	225										710
New - First Teacher Intern License (Iowa Preparation Only)	19	60	2										81
New - First Work Based Learning Supervisor Authorization New - International Exchange Teaching License: Teachers from Spain		1	11										1 11
New - Preservice Substitute Authorization	1	1											2
New - Temporary Initial license (lowa grad only)													0
New - Transitional Coaching Authorization (has not completed coaching auth)	12	19	8										39
Renew - Behind the Wheel	13	6	6										25
Renew Activities Administrator Authorization	1	1											2
Renew - Administrator/Evaluator License	50	20	17										87
Renew - Coaching Authorization	153	198	132										483
Renew - iJAG Authorization		1											1
Renew - Initial Admin	13	9	2										24
Renew - Initial Teacher Initial Admin or Initial Professional Service License Renew License or Authorization - Advanced Degree and 10 Years Experience	36	34	16 0										86
Renew License of Authorization - Advanced Degree and To Teals Experience	17	22	15										54
Renew - School Administrator Manager (Initial or Full SAM)	1		15										2
Renew - School Business Authorization (Full SBO)	5	4	4										13
Renew - Standard Master Professional Service Career and Technical or OM	455	429	247										1,131
Renew - Statement of Professional Recognition	11	23	14										48
Renew - Substitute Authorization	40	56	29										125
Renew - Substitute License or Substitute Authorization	68	74	52										194
Transcript Analysis Fee	226	199	77										502
Other Printed Copy of License	13	12	3										28
Misc Fee/Overpayment	2	3	1										6
Late Fee (Endorsed/Expired)	113	109	31										253
Late Fee (No License) Military Discount													0
Convenience Fee	3,295	3,743	1,944										8,982
Background Renewal	1,679		920										4,096
Background	617	784	532										1,933
Total # Transactions Processed		3,248		0	0	0	0	0	0	0	0	0	7,684
	•												· · ·

Total

FY2024 Actual Revenue for each Transaction Processed

Add Add Addinizinter Enderson of (Jours 1999 1997)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Rev
Add - Add Administrator Endorsement (Iowa Institution) Add - Add Administrator Endorsement (Out of State Institution)	\$ 350	\$ 50	\$ 250										\$ 650
Add - Add Administrator Endorsement (Out or State Institution)	\$ 425	\$ 375	\$ 300										\$ - \$ 1,100
Add - Add Teaching Endorsement (Iowa institution will be recommendatation)	\$ 3,890		\$ 1,600				1					1	\$ 10,390
Add - Add Teaching Endorsement (state min. requirements or non-lowa institution)	\$ 1,900		\$ 1,300										\$ 6,400
Convert - Exchange to a Full License	\$ 765	\$ 1,105	\$ 340										\$ 2,210
Convert - Exchange to a Full License (Reciprocity Only) Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	\$ 595 \$ 170	\$ 340 \$ 510	\$ 510 \$ 170										\$ 1,445 \$ 850
Convert - Initial School Administrative Manager to Full SAM	φ 170	φ 010	\$ 85										\$ 85
Convert - Standard to Master Educator	\$ 7,565	\$ 8,330	\$ 6,290										\$ 22,185
Convert - Temporary or Initial School Business Official to next SBO level	\$ 170	\$ 255	\$ 170										\$ 595
Convert Initial Administrator to Professional Administrator	\$ 1,020	\$ 255	\$ 340										\$ 1,615
Convert Initial Teacher/PSL to Standard/PSL	\$ 14,705 \$ 2,850	\$ 6,885 \$ 8,850	\$ 1,275 \$ 1,050										\$ 22,865 \$ 12,750
Extension - Extension of Class A Class B or Admin Exchange License Extension - Extension of Coaching Authorization	\$ 2,850	\$ 0,050	\$ 1,050 \$ 960										\$ 12,750 \$ 4,200
Extension - Extension of Full Authorization (not coaching)	\$ 170	\$ 340	\$ 170										\$ 680
Extension - Extension of Initial Teacher/Admin (experience met within one year)	\$ 375	\$ 550	\$ 75										\$ 1,000
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	\$ 4,505	\$ 10,370	\$ 3,230										\$ 18,105
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	\$ 255	\$ 510	\$ 85										\$ 850
New - Conditional License: Class B - Administrator New - Conditional License: Class B - Teacher General Education	\$ 680 \$ 8,450	\$ 680 \$ 13,175	\$ 170 \$ 1,955										\$ 1,530
New - Conditional License: Class B - Teacher Special Education	\$ 6,375	\$ 8,620	\$ 1,955 \$ 2,465										\$ 23,580 \$ 17,460
New - Conditional License: Executive Director Design - Special Education	\$ 2,635	\$ 3,570	\$ 425										\$ 6,630
New - Content Specialist Authorization (Step 1 Transcript Eval)	\$-	\$-			İ			İ		İ	İ		\$ -
New - Content Specialist Authorization (Step 2 "Processing")	\$ 170	\$ 170											\$ 340
New - Executive Director Decision License	\$ 3,230	\$ 4,930	\$ 1,190			L	<u> </u>					<u> </u>	\$ 9,350
New - First Activities Administrator Authorization New - First Administrator License (Out of State Preparation)	\$ 85 \$ 595	\$ 850	\$ 595			<u> </u>	<u> </u>					<u> </u>	\$ 85 \$ 2,040
New - First Administrator License (Out of State Preparation) New - First Behind the Wheel Driving Instructor Authorization	\$ 595	\$ 400	\$ 595			1							\$ 2,040 \$ 760
New - First Career and Technical Authorization	\$ 1,870	\$ 1,105	\$ 85										\$ 3,060
New - First Class G License (counseling internship needed - Out of State only)	\$ 340	\$ 85	\$ 170										\$ 595
New - First Coaching Authorization (in lieu of a coaching on a teaching license)			\$ 11,135			<u> </u>	<u> </u>					<u> </u>	\$ 56,560
New - First Evaluator License (do not use if applying for/hold admin. license) New - First iJAG Authorization	\$ 425 \$ 85	\$ 255 \$ 1.105	\$ 340 \$ 85			 	 		ļ			 	\$ 1,020
New - First IJAG Authorization New - First Intern School Psychologist	\$ 85 \$ 425	\$ 1,105	\$ 85			<u> </u>	<u> </u>					<u> </u>	\$ 1,275 \$ 425
New - First Iowa Administrator License (Iowa Institution)	\$ 1,615	\$ 3,315	\$ 1,445										\$ 6,375
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	\$ 4,590	\$ 8,160	\$ 3,910										\$ 16,660
New - First Iowa Substitute License (Out of State is not seeking teaching license)	\$ 765	\$ 1,530	\$ 1,360										\$ 3,655
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	\$ 5,015	\$ 5,610	\$ 12,155										\$ 22,780
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	\$ - \$ 850	\$ - \$ 765	\$ -										\$ -
New - First Iowa Teaching License (Out of Country Step 2 "Processing") New - First Iowa Teaching License (Out of State Institution)	\$ 10,200	\$ 7,090	\$ 255 \$ 2,805										\$ 1,870 \$ 20,095
New - First Native Language Speaker Authorization	\$ 170	\$ 340	φ 2,000										\$ 510
New - First Orientation and Mobility License		\$ 85											\$ 85
New - First Paraeducator Certificate	\$ 1,640	\$ 3,320	\$ 1,280										\$ 6,240
New - First Prof Svc License: Counsel (Out of State Institution)	\$ 425	\$ 170	\$ 85										\$ 680
New - First Professional Service Counseling SLP School Psy etc (Out of State) New - First SAM Authorization	\$ 425 \$ -	\$ 340 \$ 85	\$ 170										\$ 935 \$ 85
New - First School Business Official Authorization: Temporary or Initial SBO	\$ 170	\$ 255	\$ 170										\$ 595
New - First Statement of Professional Recognition - Other	\$ 2,890	\$ 1,955	\$ 935				1					1	\$ 5,780
New - First Statement of Professional Recognition - School Nurse	\$ 425	\$ 850	\$ 425										\$ 1,700
New - First Substitute Authorization (have not completed teacher prep program)	\$ 15,300	\$ 25,925	\$ 19,125										\$ 60,350
New - First Teacher Intern License (Iowa Preparation Only)	\$ 1,615		\$ 170										\$ 6,885
New - First Work Based Learning Supervisor Authorization New - International Exchange Teaching License: Teachers from Spain		\$ 85	\$ 935			-							\$ 85 \$ 935
New - Preservice Substitute Authorization	\$ 85	\$ 85	÷ 000			1	1					1	\$ 170
New - Temporary Initial license (Iowa grad only)													\$ -
New - Transitional Coaching Authorization (has not completed coaching auth)	\$ 1,020	\$ 1,615	\$ 680										\$ 3,315
Renew - Behind the Wheel	\$ 520	\$ 240	\$ 240			ļ	ļ					ļ	\$ 1,000
Renew Activities Administrator Authorization Renew - Administrator/Evaluator License	\$ 85 \$ 4,250	\$ 85 \$ 1,700	\$ 1,445			<u> </u>	<u> </u>					<u> </u>	\$ 170 \$ 7,395
Renew - Coaching Authorization	\$ 13,005	\$ 16,830	\$ 11,220			1	1		-			1	\$ 41,055
Renew - iJAG Authorization		\$ 85			İ			İ		İ	İ		\$ 85
Renew - Initial Admin	\$ 1,105		\$ 170										\$ 2,040
Renew - Initial Teacher Initial Admin or Initial Professional Service License	\$ 3,060		\$ 1,360			L	L					L	\$ 7,285
Renew License or Authorization - Advanced Degree and 10 Years Experience Renew - Para Certification	\$ 680	\$ 85 \$ 880	\$ - \$ 600			-	-					-	\$ 85
Renew - Para Certification Renew - School Administrator Manager (Initial or Full SAM)	\$ 680	\$ 85	ψ 000			-							\$ 2,160 \$ 170
Renew - School Business Authorization (Full SBO)	\$ 425	\$ 340	\$ 340			1	1					1	\$ 1,105
Renew - Standard Master Professional Service Career and Technical or OM	\$ 38,675	\$ 36,465	\$ 20,995		İ			İ		İ	İ		\$ 96,135
Renew - Statement of Professional Recognition	\$ 935	\$ 1,955	\$ 1,190										\$ 4,080
Renew - Substitute Authorization	\$ 3,400	\$ 4,760	\$ 2,465			L	<u> </u>					<u> </u>	\$ 10,625
Renew - Substitute License or Substitute Authorization Transcript Analysis Fee	\$ 5,780 \$ 13,560	\$ 6,290 \$ 11,940	\$ 4,420 \$ 4,620			<u> </u>	<u> </u>					<u> </u>	\$ 16,490 \$ 30,120
Other Printed Copy of License	\$ 13,560	\$ 180	\$ 4,020										\$ 30,120
Misc Fee/Overpayment	\$ 135	\$ 285	\$ 25										\$ 445
Late Fee (Endorsed/Expired)	\$ 3,375	\$ 4,725											\$ 9,625
Late Fee (No License)													\$-
Military Discount	\$ 9.885	¢ 11.000	¢ 5000						-				\$ -
Convenience Fee Background Renewal		\$ 11,229 \$ 31,310	\$ 5,832 \$ 20,240										\$ 26,946 \$ 88,965
Background Renewal		\$ 31,340											\$ 78,240
Grand Total		\$ 338,754		\$-	\$ -	ş -	\$ -	\$ -	\$-	\$-	\$ -	\$ -	\$ 817,111
Background Total	\$ 63,655	\$ 62,650	\$ 40,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$-	\$ -	\$ -	\$-	\$ 167,205
BoEE Total			\$ 100,215		\$ -	\$ -	\$ -	\$ -	\$-	\$ -	\$ -	\$ -	\$ 467,220
Gen Fund Total			\$ 33,405		\$ -	\$ -	\$ - \$ -	\$ -	\$ -	\$ -	\$ - ¢	\$ -	\$ 155,740
BoEE + GEN	ə 224,465	\$ 264,875	ə 133,620	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$ -	\$ -	\$ 622,960





Number of Licenses Issued by Month

	УшГ	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
FY 2024	2,785	3,248	1,651	1,856									9,540
Running Total	2,785	6,033	7,684	9,540	9,540	9,540	9,540	9,540	9,540	9,540	9,540	9,540	
FY 2023	0.000	2 000	0.040	0.014	0.000	4 000	0.000	0.400	0.500	0.404	2,405	0.005	24 000
Running Total	2,923 2,923	3,880 6,803	2,348 9,151	2,211 11,362	2,032 13,394	1,808 15,202	2,688 17,890	2,136 20,026	2,509 22,535	2,121 24,656	3,485 28,141	2,865 31,006	31,006
Running Totai	2,923	0,003	9,151	11,302	13,394	15,202	17,090	20,026	22,535	24,050	20,141	31,000	
FY 2022	2,962	3,358	1,805	1,972	1,907	1,839	2,534	2,164	2,367	2,117	3,135	3,505	29,665
Running Total	2,962	6,320	8,125	10,097	12,004	13,843	16,377	18,541	20,908	23,025	26,160	29,665	
FY 2021	2,815	3,165	2,146	2,308	1,983	1,848	2,628	1,876	2,176	2,126	3,027	3,684	29,782
Running Total	2,815	5,980	8,126	10,434	12,417	14,265	16,893	18,769	20,945	23,071	26,098	29,782	20,702
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FY 2020	2,687	3,346	1,788	1,708	1,833	1,850	2,292	1,709	1,720	1,781	2,791	3,114	26,619
Running Total	2,687	6,033	7,821	9,529	11,362	13,212	15,504	17,213	18,933	20,714	23,505	26,619	
FY 2019	3.139	3.694	2,186	2.364	1.785	1.707	2.436	1,879	1,989	2,331	3.063	3.496	30,069
Running Total	3,139	6,833	9,019	11,383	13,168	14,875	17,311	19,190	21,179	23,510	26,573	30,069	
FY 2018	2,962	3,799	2,165	3,059	1,922	1,558	2,879	2,110	2,476	2,700	3,216	3,380	32,226
Running Total	2,962	6,761	8,926	11,985	13,907	15,465	18,344	20,454	22,930	25,630	28,846	32,226	
FY 2017	2,660	3,221	2,002	1,926	1,482	1,636	2,273	1,744	2,502	2,007	2,959	3,035	27,447
Running Total	2,660	5,881	7,883	9,809	11,291	12,927	15,200	16,944	19,446	21,453	24,412	27,447	
FY 2016 Actual	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,195	29,083
Running Total	3,017 3,017	6,449	2,078 8,527	2,454	12,584	14,575	2,002 16,657	18,924	2,034 20,958	2,147	2,703	29,083	29,003
Running Potal	0,011	0,440	0,021	10,001	12,004	14,070	10,007	10,024	20,000	20,100	20,000	20,000	
FY 2015 Actual	3,095	3,564	2,297	2,368	1,452	2,230	1,918	1,717	2,003	1,946	2,505	3,224	28,319
Running Total	3,095	6,659	8,956	11,324	12,776	15,006	16,924	18,641	20,644	22,590	25,095	28,319	
	0.060	2.050	0.400	0.000	4 574	1.064	2.000	2.040	2,000	1.00.1	0.570	2.244	20.042
FY 2014 Actual Running Total	2,968 2,968	3,852 6,820	2,120 8,940	2,232 11,172	1,571 12,743	1,964 14,707	2,092 16,799	2,040 18,839	2,099 20,938	1,984 22,922	2,576 25,498	3,314 28,812	28,812
Running Total	2,900	0,020	0,340	11,172	12,143	14,707	10,799	10,039	20,930	22,322	20,490	20,012	
FY 2013 Actual	2,744	3,375	1,978	2,488	1,849	1,920	2,231	2,068	2,246	2,188	2,956	3,219	29,262
Running Total	2,744	6,119	8,097	10,585	12,434	14,354	16,585	18,653	20,899	23,087	26,043	29,262	

FY2024 Actual Number of Transactions Processed per Month

Act. Act Active Hard Encourses (1996) 7 1 6 3 19 Act. Active Active Section (1996) 7 0 10 7 0 10		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Att - Att Concernition Page 17 15 12 1 <th< td=""><td>Add - Add Administrator Endorsement (Iowa Institution)</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></th<>	Add - Add Administrator Endorsement (Iowa Institution)													1
Add - Add Earling Industreents (a) wein industriant and (b) expension industriant (b) P< P P		47		10										
Add Add <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>┟───┦</td> <td></td>													┟───┦	
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Converti-Rind Schurg Automate Manger or Yull SML I I I I														
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Convert Frank Johnson & Hond Standard Standard Stall (real) 2 3 2 3 2 3 4 9 4 Convert Initial Advances & Forescoard Advances 173 8 10 2 4 4 173 Convert Initial Advances & Forescoard Advances 173 8 10 2 4 4 174 Convert Initial Advances & Forescoard Manages 175 8 10 12 1 4 4 172 Extension - Extension of Calveling Advances 10 12 2 4 1 172 Extension - Extension of Initial Extender (or excells advances 10	· ·	89	98		60									
Convert inside Taxame/SE, to Subscription 170 81 10 20 0 0 10 Elemento: Elemento: Elemento al Coast aria Activationation (segmento) 30 30 24 24 0 0 10 Elemento: Elemento: Files Coast aria Activationation (segmento) 30 30 0 0 10 Elemento: Files Coast aria Marchance (segmento) 30 22 30 0 0 10 Elemento: Files Coast aria Files Coast aria 10 10 10 10 10 New Controlle License Coast aria Files Coast aria 0 0 0 0 0 0 10	Convert - Temporary or Initial School Business Official to next SBO level													
Lateman Control Control Control Additional Section 2. Image: Control Control Control Additional Section 2. Image: Control Contrel Control Control Contecontervice Contrel Contrel Co	Convert Initial Administrator to Professional Administrator	12	3		2									21
Extension													ļ]	
Extension - Extension of Ball AcadeMatine (operatore and value) 2 4 2 4 2 4 2 4 2 4 2 4 2 4 2 4 2 4 2 4 2 4 2 4 <td>· · · · · · · · · · · · · · · · · · ·</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>├───┦</td> <td></td>	· · · · · · · · · · · · · · · · · · ·												├ ───┦	
Extension - Letters of Bialand Matter Mark (appendix matching) 19 22 3 6 6 4 6 4 6 1 <td>· ·</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td> </td> <td></td>	· ·													
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New - Constraint Lenners Class B - Administrator 6 8 2 4 1														
New - Conditional Lenses: Case B - Traceber Green B Education 100 155 23 62 330 New - Conditional Lenses: Case B - Traceber Speciel Education 31 42 5 13 920 New - Conditional Lenses: Case B - Traceber Speciel Education 31 42 5 13 920 New - Exclusion Lense: Seman Standard Antonization Constraints 36 5 44 70 19 New - Exclusion Lense: Seman Standard Antonization 7 10 7 9 132 New - First Headmin Antonization 3 10 6 3 132 New - First Modula Antonization 3 10 7 1 14 1 132 New - First Modula Antonization 3 10 11 14 1 132 New - First Modula Antonization 10 31 11 14 1 142													ļ	
New - Construct Loopes: Case 3 - Tracker Special Education Tot													┟───┦	
New - Control Social Linears: Escopic Education 11 42 5 13 9 New - Control Specialis Autorization (Sep 2*Processing') 2 2 1 9 New - Finite Autorization (Sep 2*Processing') 2 2 1 9 New - Finite Autorization (Sep 2*Processing') 2 0 7 9 13 New - Finite Autorization (Sup 2*Processing') 20 1 1 0 7 9 22 1 1 1 13 10 1 1 1 1 1 1 13 11 14 10 1 15 1 1 10 10 10 10 10 1 15 1 1 10 10 10 10 10 10 10 10 10 10 10 10 10 10 10 10 10 10 <td< td=""><td>New - Conditional License: Class B - Teacher Special Education</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>	New - Conditional License: Class B - Teacher Special Education													
New - General Specialed Autorization (Sep 2*Processing") 2 2 1	New - Conditional License: Executive Director Design - Special Education	31	42		13									
Nave Exclusion Director Declamation Learning 130 Nave First Additional Administrator Learning (Out of State Programming) 7 10 7 9 1	New - Content Specialist Authorization (Step 1 Transcript Eval)	-	-											
New - First Advances Learce (Lot Of State Prop. 1994) 1 1 1 1 1 1 1 1 New - First Advances Learce (Lot Of State Prop. 1994) 2 1 1 7 0 3 0 6 3 3 0 6 3 3 0 6 3 3 0 6 3 3 0 6 3 3 0 6 3 3 0 6 3 3 0 6 3 4 1 3 1 1 1 3 1				11									┝───┦	
New - First Behm by Web Diving instructor Authorization 7 10 7 9 8 10 10 10 10 10 10 10 10 10 10 10 10 10 10 <			20	14	20									
New - First Case License (counsel) internship needs - Out of State only) 44 1 2 1 6 6 6 New - First Case License (counsel) internship needs - Out of State only) 44 2 1 8 New - First Case License (counsel) internship needs - Out of State only) 5 4 4 8 New - First Case License (counsel) internship needs - Out of State only) 5 4 4 8 New - First Hank Authorization 5 4 4 8 8 New - First Hank Authorization 5 4 4 8 8 New - First Hank Authorization 6 16 16 11 1 1 2 1 3 1	New - First Administrator License (Out of State Preparation)		10	7	9									
New - First Class G Loona (counseling internation present) 4 1 2 1 8 New - First Class Adubtization (internation locance) 260 31 4 1 680 New - First LocA Adubtization (internation locance) 56 3 4 1 680 New - First LocA Adubtization 1 1 1 6 680 New - First LocA Adubtization 1 1 1 6 680 New - First LocA Adubtization 1 1 1 6 200 New - First Loca Adubtia Lorena (Cold State is not sending locens) 5 66 161 1 200	New - First Behind the Wheel Driving Instructor Authorization			6										
New - Firet Coaching Authorization (nisus of a catching on a teaching testing) 246 287 131 144 880 New - Firet VacA Authorization 1 13 1 5 4 1 20 20 New - Firet Item's Actional Psychologist 6 4 1	New - First Career and Technical Authorization												\mid	
Num. First LikeAuthorization 1 </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>├───┦</td> <td></td>													├ ───┦	
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New - First Uvan Substitute License (Oud of State is not seeking leaching License) 9 16 16 11 1	New - First Iowa Administrator License (Iowa Institution)													
New - First town Teaching Counseling or Class G licence (lown institution) 59 66 first town Teaching Licence (Out of County Step 2 "Processing") 10 0 <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>├───┦</td> <td></td>													├ ───┦	
New - First Usa Teaching License (Out of County Step 1 Transcript Evan) 0 1 1 1 0 1														
New - First Jowa Teaching License (Out of State Institution) 120 84 33 34 0 271 New - First Jowa Language Space Authorization 2 4 1 0 7 New - First Jowa Language Space Authorization 5 2 1 0 1 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 0 11 1 1 0 10 11<	New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)													
New - First Native Language Speaker Authorization 2 4 1 <td< td=""><td>New - First Iowa Teaching License (Out of Country Step 2 "Processing")</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>	New - First Iowa Teaching License (Out of Country Step 2 "Processing")													
New - First Orientation and Mobility Lesses Image: Course of Cours				33									ļ	
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Total

FY2024 Actual Revenue for each Transaction Processed

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Rev
Add - Add Administrator Endorsement (Iowa Institution)	\$ 350	\$ 50	\$ 250	\$ 150									\$ 800
Add - Add Administrator Endorsement (Out of State Institution)		\$ -		\$ 50									\$ 50
Add - Add Concentration Para	\$ 425 \$ 3.890	\$ 375	\$ 300	\$ 25									\$ 1,125
Add - Add Teaching Endorsement (Iowa institution will be recommendatation) Add - Add Teaching Endorsement (state min. requirements or non-lowa institution)	\$ 3,890 \$ 1,900	\$ 4,900 \$ 3,200	\$ 1,600 \$ 1,300	\$ 1,950 \$ 800									\$ 12,340 \$ 7,200
Convert - Exchange to a Full License	\$ 765	\$ 1,105	\$ 340	\$ 510									\$ 2,720
Convert - Exchange to a Full License (Reciprocity Only)	\$ 595	\$ 340	\$ 510	\$ 255									\$ 1,700
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	\$ 170	\$ 510	\$ 170	\$ 425									\$ 1,275
Convert - Initial School Administrative Manager to Full SAM			\$ 85										\$ 85
Convert - Standard to Master Educator	\$ 7,565	\$ 8,330	\$ 6,290	\$ 5,100									\$ 27,285
Convert - Temporary or Initial School Business Official to next SBO level	\$ 170	\$ 255	\$ 170	\$ 255									\$ 850
Convert Initial Administrator to Professional Administrator Convert Initial Teacher/PSL to Standard/PSL	\$ 1,020 \$ 14,705	\$ 255 \$ 6,885	\$ 340 \$ 1,275	\$ 170 \$ 1,700									\$ 1,785
Extension - Extension of Class A Class B or Admin Exchange License	\$ 2,850	\$ 8,850	\$ 1,275	\$ 1,700									\$ 24,565 \$ 15,150
Extension - Extension of Class A class B of Admin Exchange License	\$ 1,720	\$ 1,520	\$ 960	\$ 960									\$ 5,160
Extension - Extension of Full Authorization (not coaching)	\$ 170	\$ 340	\$ 170	\$ 340									\$ 1,020
Extension - Extension of Initial Teacher/Admin (experience met within one year)	\$ 375	\$ 550	\$ 75	\$ 150									\$ 1,150
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	\$ 4,505	\$ 10,370	\$ 3,230	\$ 5,865									\$ 23,970
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	\$ 255	\$ 510	\$ 85	\$ 85									\$ 935
New - Conditional License: Class B - Administrator	\$ 680	\$ 680	\$ 170	\$ 340									\$ 1,870
New - Conditional License: Class B - Teacher General Education	\$ 8,450 \$ 6.375	\$ 13,175	\$ 1,955	\$ 5,270									\$ 28,850
New - Conditional License: Class B - Teacher Special Education New - Conditional License: Executive Director Design - Special Education	\$ 6,375 \$ 2,635	\$ 8,620 \$ 3,570	\$ 2,465 \$ 425	\$ 2,040 \$ 1,105									\$ 19,500
New - Conditional License: Executive Director Design - Special Education	\$ 2,035	\$ 3,570	φ 420	\$ 1,105 \$ -									\$ 7,735 \$ -
New - Content Specialist Authorization (Step 2 "Processing")	\$ 170	\$ 170		\$ 85									\$ 425
New - Executive Director Decision License	\$ 3,230	\$ 4,930	\$ 1,190	\$ 1,700		1				1		1	\$ 11,050
New - First Activities Administrator Authorization	\$ 85												\$ 85
New - First Administrator License (Out of State Preparation)	\$ 595	\$ 850	\$ 595	\$ 765									\$ 2,805
New - First Behind the Wheel Driving Instructor Authorization	\$ 120	\$ 400	\$ 240	\$ 120									\$ 880
New - First Career and Technical Authorization	\$ 1,870	\$ 1,105	\$ 85	\$ 510		<u> </u>				<u> </u>		<u> </u>	\$ 3,570
New - First Class G License (counseling internship needed - Out of State only)	\$ 340 \$ 21,080	\$ 85 \$ 24,345	\$ 170	\$ 85 \$ 15.590									\$ 680 \$ 72.150
New - First Coaching Authorization (in lieu of a coaching on a teaching license) New - First Evaluator License (do not use if applying for/hold admin. license)	\$ 21,080	\$ 24,345 \$ 255	\$ 11,135 \$ 340	\$ 15,590 \$ 85									\$ 72,150 \$ 1,105
New - First Evaluator License (do not use if applying formoid admin. license)	\$ 425	\$ 1,105	\$ 340	\$ 60 \$ 425									\$ 1,700
New - First Intern School Psychologist	\$ 425	, 1,100	÷ 00	LJ									\$ 1,700
New - First Iowa Administrator License (Iowa Institution)	\$ 1,615	\$ 3,315	\$ 1,445	\$ 1,445									\$ 7,820
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	\$ 4,590	\$ 8,160	\$ 3,910	\$ 2,805									\$ 19,465
New - First Iowa Substitute License (Out of State is not seeking teaching license)	\$ 765	\$ 1,530	\$ 1,360	\$ 935									\$ 4,590
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	\$ 5,015	\$ 5,610	\$ 12,155	\$ 11,475									\$ 34,255
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	\$ -	\$ -	\$ -	\$ -									\$ -
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	\$ 850	\$ 765	\$ 255	\$ 255									\$ 2,125
New - First Iowa Teaching License (Out of State Institution)	\$ 10,200 \$ 170	\$ 7,090 \$ 340	\$ 2,805	\$ 2,890									\$ 22,985
New - First Native Language Speaker Authorization New - First Orientation and Mobility License	\$ 170	\$ 340 \$ 85		\$ 85									\$ 595 \$ 85
New - First Paraeducator Certificate	\$ 1,640	\$ 3,320	\$ 1,280	\$ 1,320									\$ 7,560
New - First Prof Svc License: Counsel (Out of State Institution)	\$ 425	\$ 170	\$ 85	\$ 85									\$ 765
New - First Professional Service Counseling SLP School Psy etc (Out of State)	\$ 425	\$ 340	\$ 170	+ ••									\$ 935
New - First SAM Authorization	\$ -	\$ 85		\$ 85									\$ 170
New - First School Business Official Authorization: Temporary or Initial SBO	\$ 170	\$ 255	\$ 170	\$ 85									\$ 680
New - First Statement of Professional Recognition - Other	\$ 2,890	\$ 1,955	\$ 935	\$ 1,615									\$ 7,395
New - First Statement of Professional Recognition - School Nurse	\$ 425	\$ 850	\$ 425	\$ 255									\$ 1,955
New - First Substitute Authorization (have not completed teacher prep program) New - First Teacher Intern License (Iowa Preparation Only)	\$ 15,300 \$ 1,615	\$ 25,925 \$ 5,100	\$ 19,125 \$ 170	\$ 19,125 \$ 170									\$ 79,475 \$ 7,055
New - First Work Based Learning Supervisor Authorization	φ 1,015	\$ 5,100	\$ 170	\$ 170									\$ 7,055
New - International Exchange Teaching License: Teachers from Spain		φ 00	\$ 935	\$ 85									\$ 1,020
New - Preservice Substitute Authorization	\$ 85	\$ 85	• •••										\$ 170
New - Temporary Initial license (Iowa grad only)													\$-
New - Transitional Coaching Authorization (has not completed coaching auth)	\$ 1,020	\$ 1,615	\$ 680	\$ 1,105									\$ 4,420
Renew - Behind the Wheel	\$ 520	\$ 240	\$ 240	\$ 640									\$ 1,640
Renew Activities Administrator Authorization	\$ 85	\$ 85				ļ				ļ		ļ	\$ 170
Renew - Administrator/Evaluator License Renew - Coaching Authorization	\$ 4,250 \$ 13,005	\$ 1,700 \$ 16,830	\$ 1,445 \$ 11,220	\$ 1,615 \$ 13,260									\$ 9,010 \$ 54,315
Renew - Coaching Authorization Renew - iJAG Authorization	ψ 10,000	\$ 10,030	ψ II,ZZU	ψ IJ,20U									\$ 54,315
Renew - Initial Admin	\$ 1,105		\$ 170	\$ 340									\$ 2,380
Renew - Initial Teacher Initial Admin or Initial Professional Service License	\$ 3,060												\$ 8,985
Renew License or Authorization - Advanced Degree and 10 Years Experience		\$ 85		\$ -									\$ 85
Renew - Para Certification	\$ 680	\$ 880	\$ 600	\$ 520									\$ 2,680
Renew - School Administrator Manager (Initial or Full SAM)	\$ 85	\$ 85		\$ 85									\$ 255
Renew - School Business Authorization (Full SBO)	\$ 425	\$ 340	\$ 340	\$ 425									\$ 1,530
Renew - Standard Master Professional Service Career and Technical or OM	\$ 38,675 \$ 935	\$ 36,465 \$ 1,955	\$ 20,995 \$ 1,190	\$ 23,275 \$ 1,020									\$ 119,410
Renew - Statement of Professional Recognition Renew - Substitute Authorization	\$ 935	\$ 1,955 \$ 4,760	\$ 1,190 \$ 2,465	\$ 1,020									\$ 5,100 \$ 13,770
Renew - Substitute License or Substitute Authorization	\$ 5,780	\$ 6,290	\$ 4,420	\$ 4,590									\$ 21,080
Transcript Analysis Fee	\$ 13,560	\$ 11,940	\$ 4,620	\$ 5,820		1				1		1	\$ 35,940
Other Printed Copy of License	\$ 195	\$ 180	\$ 45	\$ 45									\$ 465
Misc Fee/Overpayment	\$ 135	\$ 285	\$ 25	\$ 380									\$ 825
Late Fee (Endorsed/Expired)	\$ 3,375	\$ 4,725	\$ 1,525	\$ 6,875									\$ 16,500
Late Fee (No License)													\$-
Military Discount	¢ 0.005	¢ 14.000											\$ -
Convenience Fee Readware Readware			\$ 5,832	\$ 6,735									\$ 33,681
Background Renewal Background			\$ 20,240 \$ 20,660	\$ 21,950 \$ 20,600									\$ 110,915 \$ 98,840
Grand Total			\$ 180,352		\$ -	s -	\$ -	\$ -	\$ -	s -	s -	\$ -	\$ 96,640
Background Total				\$ 42,550	\$ -	ş - Ş -	ş - \$ -	ş - \$ -	\$ -	\$ -	ş -	\$ - \$	\$ 209,755
BoEE Total				\$ 117,776		\$ -	\$-	\$-	\$ -	\$ -	\$ -	\$ -	\$ 584,996
Gen Fund Total BoEE + GEN	\$ 56,116			\$ 39,259 \$ 157,035		\$ - \$ -	\$ - \$ -	\$- \$-	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ 194,999 \$ 779,995

NOTICE MEMO

Date: November 8, 2023

To: Board Members

From: Mike Cavin, Executive Director

RE: Amend IAC 282 Chapter 11, COMPLAINTS, INVESTIGATIONS, CASE HEARINGS, Amend IAC 282 Chapter 12, FEES

2023 Iowa Acts, HF 430 directs the board of educational examiners to adopt rules related to investigations, retention of records, public notice, and the evaluation of past complaints.

2023 Iowa Acts HF 672 created a new renewal option with a reduced fee.

Item 1: Amend subrule 11.4(9) as follows:

11.4(9) Confidentiality. All complaint files, investigation files, other investigation reports, and other investigation information in the possession of the board or its employees or agents, which relate to licensee discipline, are privileged and confidential, and are not subject to discovery, subpoena, or other means of legal compulsion for their release to a person other than the respondent and the board and its employees and agents involved in licensee discipline, and are not admissible in evidence in a judicial or administrative proceeding other than the proceeding involving licensee discipline. However, investigative information in the possession of the board or its employees or agents which is related to licensee discipline may be disclosed to appropriate licensing authorities within this state, the appropriate licensing authorities in another state, the District of Columbia, or a territory or country in which the licensee is licensed or has applied for a license. Records related to written complaints shall be collected and retained and shall be evaluated if a similar complaint has been filed against the same licensed practitioner. A finding of probable cause, a final written decision, and <u>a</u> finding of fact by the board in a disciplinary proceeding is constitute a public record.

Item 2: Amend rule 282—11.5(272) as follows:

282—11.5 (272) Investigation of complaints or license reports. The chairperson of the board or the chairperson's designee may request an investigator to investigate the complaint or report received by the board from another state, territory or other jurisdiction concerning license or certificate revocation or suspension pursuant to subrule 11.4(7); providing that the jurisdictional requirements have been met on the face of the complaint. The investigator may consult an assistant attorney general concerning the investigation or evidence produced from the investigation. Upon completion of the investigation, the investigator shall prepare a report of the investigation for consideration by the board in determining whether probable cause exists. The investigation of the

complaint shall be finalized even if the licensed practitioner resigns or surrenders the practitioner's license, certificate, authorization, or statement of recognition during the investigation. The board shall investigate whether or not an administrator who is employed by the school that employs a licensed practitioner who is the subject of an investigation initiated under Iowa Code section 272.15(1)"a" as amended by 2023 Iowa Acts, House File 430, filed a written complaint and whether or not the administrator was required to report to the board pursuant to Iowa Code 272.15 as amended by 2023 Iowa Acts, House File 430.

3. Amend rule 282—12.2(272) as follows

282—12.2(272) Fees for the renewal or extension of licenses, certificates, statements of professional recognition, and authorizations. The fee for the renewal or extension of a license, certificate, statement of professional recognition, or authorization shall be \$85 unless otherwise specified below:

- 1. The renewal of the paraeducator certificate shall be \$40.
- 2. The renewal of the behind-the-wheel authorization shall be \$40.
- 3. A one-year extension for renewal of a coaching authorization shall be \$40.

4. A one-year extension of the initial license shall be \$25. This extension may be issued if the applicant needs one additional year to meet the experience requirement for the standard license, but has met Iowa teaching standards, pursuant to rule 282—20.4(272).

5. A \$25 fee for an extension of the initial administrator license, which may be issued instead of renewing the initial administrator license if the applicant verifies one of the criteria listed in 282—subrule 20.8(2).

<u>6.</u> The fee for the renewal of a license, certificate, statement of professional recognition, or authorization for practitioners with a master's degree or higher who have ten or more years of experience in education shall be \$50.

Date: November 8, 2023

To: Board Members

From: Joanne Tubbs

Re: Reminders regarding petitions for waiver

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

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

1. The application of the rule would impose an undue hardship on the person for whom the waiver is requested;

2. The waiver from the requirements of the rule in the specific case would not prejudice the substantial legal rights of any person;

3. The provisions of the rule subject to the petition for a waiver are not specifically mandated by statute or another provision of law; and

4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than that prescribed in the particular rule for which the waiver is requested.

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

RECEIVED EXECUTIVE DIRECTOR BOARD OF EDUCATIONAL EXAMINERS

NOV 0 1 2023

IOWA BOARD OF EDUCATIONAL EXAMINERS

PETITION FOR WAIVER

Chapter 6 – Waivers or Variances from Administrative Rules

General Directions:

• Please print clearly or type on the form. The information is provided in this format to the Board of Educational Examiners for review. If the information is not legible, the petition will not be submitted to the Board.

• The petition must be complete. If any criterion is left blank, the petition for a waiver will not be submitted to the Board.

• Provide clear and convincing evidence for all sections of the petition for a waiver.

Section A. PETITIONER'S INFORMATION.

Name: Kristine Sutton

Address:

Case No. 23-11

(to be completed by Board)

Date: 11/1/23

Folder Number (if known): 1100846

Home Phone with Area Code: Work Phone with Area Code:

Section B. 282-6.4(17A) CRITERIA FOR WAIVER OR VARIANCE.

• <u>Denial of application</u>. In order for a petition for a waiver to be reviewed, the petitioner must have submitted an application to the Board of Educational Examiners and the determination has been provided to the petitioner that the petitioner is not eligible for the action to be completed based on a Board of Educational Examiners' rule. Please indicate when you submitted the application:

• <u>Waiver rule</u>. In response to a petition completed pursuant to rule 6.6(17A), the board may in its sole discretion issue an order waiving in whole or in part the requirements of a rule if the board finds, based on <u>clear and convincing evidence</u>, all of the following:

1. The application of the rule would impose an undue hardship on the person for whom the waiver is requested;

2. The waiver from the requirements of the rule in the specific case would not prejudice the substantial legal rights of any person;

3. The provisions of the rule subject to the petition for a waiver are not specifically mandated by statute or another provision of law; and

4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than prescribed in the particular rule for which the waiver is requested.

Section C. BOARD DISCRETION, 282-6.10(1)

• <u>Board's decision</u>. The final decision on whether the circumstances justify the granting of a waiver shall be made at the sole discretion of the board, upon consideration of all relevant factors. Each petition for a waiver shall be evaluated by the board based on the unique, individual circumstances set out in the petition.

• <u>Appeal of Board's decision</u>. Once a decision is rendered by the Board, the decision is final. If you wish to contest the decision, you must do so in district court.

Section D. BURDEN OF PERSUASION. 282–6.10(2)

• <u>Be thorough</u>. Please complete the petition for a waiver in detail. This is the document that the Board will utilize in determining the outcome of your petition for a waiver. Do not assume that the Board will have any information that is not included on this waiver. If the information is not provided on the petition for a waiver, the information is not shared with the Board for its review.

• <u>Support</u>. You may attach additional pages to provide more documentation than what could be included in the spaces provided.

• <u>Burden of proof.</u> The burden of persuasion rests with the petitioner to demonstrate by clear and convincing evidence that the board should exercise its discretion to grant a waiver from a board rule.

• <u>Board meeting agenda</u>. Please be aware that if you wish to attend the Board meeting at which your petition for a waiver is included on the agenda, you are welcome to speak at the public comment time on the agenda. You do not present the information to the Board regarding your petition during the agenda time set aside for your petition. That is the time that the Board will review the written information you have provided. If the Board asks you a question, you may respond.

• <u>New information</u>. If new information is provided at the Board meeting that was not included in the petition for a waiver, please be aware that the Board may table the discussion on your petition while reviewing the new information provided.

Section E. RULE INFORMATION

• Cite the specific rule or rules that you are requesting the Board to waive. You may find the rules on the Board of Educational Examiners' website: <u>www.boee.iowa.gov</u> Click on the link for "Rules and Code" and scroll to the rule that you wish to waive.

Citation: 282 I.A.C. 13.7(2)

2. Provide a description of the rule or rules that you are requesting the Board to waive: Description:

Shows evidence of successful completion of a state-approved mentoring and induction program or mentoring through a state-approved career, leadership, and compensation framework by meeting the Iowa teaching standards as determined by a comprehensive evaluation and two years' successful teaching experience within the applicant's approved endorsement area(s).

Section F. WAIVER INFORMATION

1. In your own words, provide a brief narrative of your specific request. Provide clear and convincing evidence.

Board members, I am requesting the Iowa BOEE to grant me an additional three months to obtain my initial teaching license.

My initial license includes endorsements for K-6 Elementary Classroom and K-8 Instructional Strategist I: Mild Moderate. In the first two years of my initial license, I was employed by the Davenport Community School District. There, I worked as a Strat II teacher on a conditional license. I did not find success in Davenport and had many struggles. As a result, the district would not convert my initial license to a standard license.

In 2022, I was provided a one-year extension of my initial. I worked as a Strat I teacher at Clear Creek Amana during the 2022-23 school year. Because my experience at Davenport was riddled with professional challenges due to my lack of preparedness for a Strat II position, this position was, in reality, my "first" year of teaching. Unfortunately, my personality did not "mesh" with my principal. My time at Clear Creek was peppered with hostile interactions with my principal. As a result, I began treatment with a counselor. It was determined I suffer from ADHD and I was placed on medication, which I believe has greatly improved my focus and ability to teach. Despite these interactions, I was informed by both my instructional coach and principal that I was making strides towards obtaining the principal's "sign off" on my license. In January 2023, I was informed by my principal that the district had made the decision not to offer me a contract for the following year. She told me, however, that if I continued to work on and make progress towards the goals that had been outlined for me, that she would sign off on my license. At this point, the principal had done my second observation, but it was not complete because I had not had the opportunity to enter documentation supporting my demonstration of the teaching standards.

Shortly after this meeting, in early March 2023, I, unfortunately, made a mistake and referred to a student as a "Gomer." My use of this term was, in no way, meant to be derogatory. This comment was in reference to the television character Gomer Pyle, who I always viewed to be silly. So, when I used this word in connection with this student, I merely meant the student was acting silly. As a result, the district placed me on paid administrative leave and I was not allowed to return to my classroom for the remainder of the year. Consequently, I was never provided with a summative evaluation. There was no disciplinary action taken against me, nor was there a complaint filed with the BOEE, both of which are indicative that the District did not view mistake as a "fatal" error. I made several requests and reasonable offers to the administrator to be allowed to complete necessary steps to convert my license, but was denied the ability to do so. In an attempt to resolve the issues, my attorney reached out by phone to my Induction Coach at Clear Creek Amana. She revealed that she believes if I had the opportunity to finish

the 2022-23 school year that I would have been able to meet all of the goals and my license would have been converted. *See*, Attachment 1.

Currently, I am working as a long-term substitute in a General Education classroom at Muscatine Community School District. If I am able to obtain this **three**-month waiver, I will be formally evaluated by the administration. My experience in Muscatine has been very positive and I have many supports in place to find success at Muscatine. Furthermore, because my third year at Clear Creek Amana was shortened by about four months, I was not provided a full year on my extension that was granted by the Board in 2022. I simply want the opportunity to convert my initial license and to prove that I am an effective teacher. The year extension I was provided in 2022 to convert my initial license was cut short a total of three months. I feel I should be provided the entire year to demonstrate I am worthy of a standard teaching license in the state of Iowa.

2. In your own words, provide a brief narrative of the hardship that the Board's rule(s) would impose upon you (not the school district, not the area education agency, nor the local board of directors):

I worked very hard to obtain an education degree. I have excessive debt as a result of my pursuit to be a teacher. If I am denied this opportunity to complete my third-year extension, I will have more difficulty paying my loans and will result in a waste of the time, diligence, and money spent on obtaining my degree in education. I am in the right place at Muscatine and know I will find success if provided the opportunity by the Board.

Furthermore, after attempting to become pregnant for two years, my husband and I have finally found success and I am currently pregnant. Health insurance is even more important for our family as a result. Denial of the waiver will cause an extreme detriment to me, my husband, and my unborn child.

3. To your knowledge, would any substantial legal rights be affected for other individuals by waiving this rule(s)? If the rule is waived, what would be the consequences? If this decision would become a precedent for others, what would be the ramifications?

To my knowledge no other individuals' rights would be affected by the granting of this waiver, nor would there be any negative consequences. If this is not granted, however, I will be shorted three months of the extension granted by the Board in 2022. This would set a negative precedent for applicants in the future who may have an administrator with whom the licensee had personal differences and, as a result, was refused to allow the licensee the full year to convert their initial license to a standard license. Additionally, a waiver was granted in Waiver Request No. 23-08, which had facts similar to my case. To deny my request would be in direct conflict with the granting of Waiver Request No. 23-08. *See*, Attachment 2.

4. How would the equal protection of public health, safety and welfare be afforded if this waiver were granted? What are the benefits for your students if your waiver is granted? What are the benefits for other students? What are the benefits for the school district? How will you ensure that the welfare of your students will not be compromised if the waiver is granted? How will this decision protect the profession and the integrity of the licensure standards? How will this decision ensure the delivery of highly qualified content for enhanced student learning?

I have been with this group of students at Muscatine since the beginning of the year as a long-term substitute. The students benefit from my instruction because of my knowledge, upbeat personality, and ability to connect with them individually. These characteristics are paramount in the success of my students. By granting this waiver, you will ensure continuity not only for the students in my current

classroom, but also for future students of the school district. The public health, safety, and welfare will not be substantially compromised or placed at risk as a result of the Board granting a waiver.

I have had many successes at Muscatine and my colleagues and administration want me to be a permanent addition to the staff. The district intends to hire me if I am able to convert my initial license to a standard license. I have had, and will continue to have, success here. The circumstances leading to this request have been unfortunate and I have not received a fair shake. I am in a classroom assignment that is aligned with my certification. I am in a healthy school environment with supportive administrators and colleagues. I, personally, have addressed my medical conditions that previously implicated my ability to perform. I am simply asking the Board provide me the opportunity to finish my third year extension that was granted in 2022.

5. What time period are you requesting for this waiver?

I am requesting a waiver of three months.

6. Does anyone else possess knowledge relevant to this waiver request? (If yes, list name, address and telephone number.) Your administrator/colleague/ other professional may submit a letter of support for your petition. Include the letter with the petition for a waiver.

Yes.

Tammi Turner, Principal, McKinley Elementary School, Muscatine CSD

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Letter of support attached. See, Attachment 3.

Hannah Mackey, Induction Coach, McKinley Elementary School, Muscatine CSD

Letter of support attached. See, Attachment 4.

7. Please review the board waivers on the Board of Educational Examiners' website: <u>www.boee.iowa.gov</u> to determine if the board has reviewed a similar petition for a waiver and the outcome. Cite the similar petition(s) to support your request for a petition of a waiver of the rules.

<u>02-09</u> <u>03-13</u> 23-08

Section G. RELEASE OF INFORMATION: I authorize any persons with knowledge of the relevant or important facts relating to the requested waiver to release any information to the Iowa Board of Educational Examiners.

Yes.

Section H. ACCURACY AND TRUTH: I certify that the information on this Petition for Waiver is true and complete to the best of my knowledge. I understand that any misrepresentation of facts may result in the denial of this Petition.

Yes.

Yes.

Petitioner's Signature

2023 Date

This Petition is to be submitted to: Board of Educational Examiners, 701 E. Court Ave., Suite A, Des Moines, IA 50309-4941. Waiver form revised - Dec. 2011.doc.certifdrive