

**STATE OF IOWA  
BOARD OF EDUCATIONAL EXAMINERS**

701 E. Court Ave, Suite A  
Des Moines, IA 50309

**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**

**Tuesday, June 27, 2023**

**This meeting will be conducted electronically.**

**To access the meeting: please contact Executive Director, Mike Cavin by 12:00 p.m. for the Zoom Link [mike.cavin@iowa.gov](mailto:mike.cavin@iowa.gov)**

**2:00 p.m.**

**Call Meeting to Order**

**Elect Board Chair and Vice Chair**

**Approve the Agenda**

**Tab A**

**Approve the Consent Agenda**

- a. Minutes from May 19, 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 from May 19, 2023
- c. Reinstatement(s)
  - 1. 21-93 Allen Stroh

**Communication from the Public**

(If you wish to address the board, please contact Meredith Hawk by 12:00 p.m. at [meredith.hawk@iowa.gov](mailto:meredith.hawk@iowa.gov))

**Board Communications**

- a. Board Member Reports
- b. Executive Director's Report

**3:00 p.m.**

**Adjournment**

**UPCOMING MEETINGS**

**July – No Meeting Scheduled**

**Wednesday, August 2, 2023, Zoom Meeting, 4:00 p.m.**

**Friday, September 8, 2023, 8:30 a.m.**

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

5   **Minutes**  
6   **May 19, 2023**

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8  
9 The Board of Educational Examiners (Board or BoEE) held a meeting on May 19,  
10 2023. Erin Schoening (via Zoom) called the meeting to order. Members attending  
11 were Kathy Behrens, Pam Bleam, Tim Bower (via Zoom), Davis Eidahl, Tim McKinney,  
12 Rhonda McRina (via Zoom), Kristin Rickey, Eric St Clair (left at 11:51 a.m.). Also in  
13 attendance was Mike Cavin, Executive Director, Beth Myers, BoEE Attorney, Diane  
14 Dennis, Investigator, Greg Horstmann, Investigator, and Kristi Traynor, Assistant  
15 Attorney General. Tony Voss and Chad Janzen were unable to attend.

16  
17 Kristin Rickey moved, with a second by Kathy Behrens, to approve the agenda.  
18 **MOTION CARRIED UNANIMOUSLY.**

19  
20 Director Cavin introduced Department of Education Director, Chad Aldis. Director  
21 Aldis was recently appointed and has been involved in the re-alignment of government  
22 agencies that are taking place.

23  
24 Kristin Rickey moved, with a second by Kathy Behrens, to approve the consent agenda  
25 (minutes for April 21, 2023). **MOTION CARRIED UNANIMOUSLY.**

26  
27 Kristin Rickey moved, with a second by Kathy Behrens, that the Board go into closed  
28 session for the purpose of discussing closed session minutes, whether to initiate  
29 licensee disciplinary proceedings, the decision to be rendered in a contested case,  
30 confidential health information, and mental health information, pursuant to Iowa  
31 Code sections 21.5(1)(a), (d), and (f). Roll call vote: Behrens – yes; Bleam – yes; Bower  
32 – yes; Eidahl- yes; McKinney – yes; Rickey – yes; McRina – yes; St Clair – yes;  
33 Schoening – yes. **MOTION CARRIED UNANIMOUSLY.**

1 Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-41**, the  
2 Board find that, although one or more of the allegations in the complaint may be  
3 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
4 the documents gathered in the course of the investigation, and the allegations may  
5 constitute a technical violation of the board's statute or administrative rules; the  
6 evidence before the board indicates that ) adequate steps have been taken to remedy  
7 the violation and to ensure that incidents of a similar nature do not occur in the  
8 future. The Board will not pursue formal disciplinary action in this matter. **MOTION**  
9 **CARRIED UNANIMOUSLY**

10

11 Eric St Clair moved, with a second by Kristin Rickey, that in **case number 23-35**, the  
12 Board find probable cause to establish a violation of the following provisions of the  
13 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(2)b, and order this case  
14 set for hearing. **MOTION CARRIED UNANIMOUSLY**

15

16 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 23-32**,  
17 the Board find probable cause to establish a violation of the following provisions of the  
18 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(5)a(2), and order this  
19 case set for hearing. **MOTION CARRIED UNANIMOUSLY**

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21 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 23-28**,  
22 the Board find probable cause to establish a violation of the following provisions of the  
23 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)e(4), and order this  
24 case set for hearing. **MOTION CARRIED UNANIMOUSLY**

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26 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 23-48**,  
27 the Board find probable cause to establish a violation of the following provisions of the  
28 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(2)b, 25.3(6)c, and 25.3(8)  
29 a & b, and order this case set for hearing. Roll Call: Behrens – yes; Bleam- yes; Eidahl  
30 – yes; Bower – recused; McKinney – yes; McRina – yes; Rickey – yes; St Clair – yes;  
31 Schoening – yes **MOTION CARRIED**

32

1 Kathy Behrens moved, with a second by Kristin Rickey, that in **case number 23-49**,  
2 the Board the Board find probable cause to establish a violation of the following  
3 provisions of the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(2)b,  
4 25.3(6)c, and 25.3(8) a & b, and order this case set for hearing. Roll Call: Behrens –  
5 yes; Bleam- yes; Eidahl – yes; Bower – recused; McKinney – yes; McRina – yes; Rickey  
6 – yes; St Clair – yes; Schoening – yes **MOTION CARRIED**

7  
8 Kathy Behrens moved, with a second by Kristin Rickey, that in **case number 23-50**,  
9 the Board find probable cause to establish a violation of the following provisions of the  
10 Code of Professional Conduct and Ethics, 282 IAC rules 25.3(2)b, 25.3(6)c, and 25.3(8)  
11 a & b, and order this case set for hearing. Roll Call: Behrens – yes; Bleam- yes; Eidahl  
12 – yes; Bower – recused; McKinney – yes; McRina – yes; Rickey – yes; St Clair – yes;  
13 Schoening – yes **MOTION CARRIED**

14  
15 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 23-51**,  
16 the Board find probable cause to establish a violation of the following provisions of the  
17 Code of Professional Conduct and Ethics, 282 IAC rules 282 IAC rules 25.3(2)b and  
18 25.3(8) a & b and order this case set for hearing. Roll Call: Behrens – yes; Bleam- yes;  
19 Eidahl – yes; Bower – recused; McKinney – yes; McRina – yes; Rickey – yes; St Clair –  
20 yes; Schoening – yes **MOTION CARRIED**

21  
22 Kathy Behrens moved, with a second by Kristin Rickey, that in **case number 23-52**,  
23 the Board find probable cause to establish a violation of the following provisions of the  
24 Code of Professional Conduct and Ethics, 282 IAC rules 282 IAC rules 25.3(2)b,  
25 25.3(6)c and 25.3(8) a & b, and order this case set for hearing. Roll Call: Behrens –  
26 yes; Bleam- yes; Eidahl – yes; Bower – recused; McKinney – yes; McRina – yes; Rickey  
27 – yes; St Clair – yes; Schoening – yes **MOTION CARRIED**

28  
29 Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-11**, the  
30 Board find that the evidence gathered in the investigation, including witness  
31 statements and the documentary evidence, does not substantiate the allegations in the  
32 complaint, and that the Board therefore lacks probable cause to proceed with this  
33 matter. **MOTION CARRIED UNANIMOUSLY**

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Eric St Clair moved, with a second by Kristin Rickey, that in **case number 23-22**, the Board deny the Respondent’s motion to dismiss, and the Board return the complaint and investigative report to the investigator to gather further information, and return the case to the Board for further consideration. **MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kathy Behrens, that in **case number 22-131**, the Board find probable cause to establish a violation of the following provisions of the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)e(4) & (7), and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Kristin Rickey, that in **case number 23-23**, the Board find probable cause to establish a violation of the following provisions of the Code of Professional Conduct and Ethics, 282 IAC rule 25.3(3)e, and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kathy Behrens, that in **case number 23-24 and 23-33**, the Board consolidate cases 23-24 & 23-33, find probable cause to establish violations of the following provisions of the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(1)b(1)4 and 25.3(1)e(4), and order these cases set for hearing. **MOTION CARRIED UNANIMOUSLY**

Kristin Rickey moved, with a second by Eric St Clair, that in **case number 23-43**, the Board find that the evidence gathered in the investigation including witness statements and the documentary evidence, does not substantiate the allegations in the complaint, and that the Board therefore lacks probable cause to proceed with this matter. Roll Call: Behrens – recused; Bleam- yes; Eidahl – yes; Bower – yes; McKinney – recused; McRina – yes; Rickey – yes; St Clair – yes; Schoening – yes **MOTION CARRIED**

Kathy Behrens moved, with a second by Eric St Clair, that in **case number 22-200**, the Board find probable cause to establish a violation of the following provisions of the

1 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(1)e(4), and order this case  
2 set for hearing. **MOTION CARRIED UNANIMOUSLY**

3

4 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 23-56,**  
5 the Board find probable cause to establish a violation of the following provisions of the  
6 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(5)a(2) and order this case  
7 set for hearing. **MOTION CARRIED UNANIMOUSLY**

8

9 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 23-40,**  
10 the Board find probable cause to establish a violation of the following provisions of the  
11 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(5)a(2), and order this case  
12 set for hearing. **MOTION CARRIED UNANIMOUSLY**

13

14 Kathy Behrens moved, with a second by Kristin Rickey, that in **case number 23-39,**  
15 the Board find probable cause to establish a violation of the following provisions of the  
16 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(5)a(2), and order this case  
17 set for hearing. **MOTION CARRIED UNANIMOUSLY**

18

19 Kristin Rickey moved, with a second by Eric St Clair, that in **case number 23-34,** the  
20 Board find that the evidence gathered in the investigation, including witness  
21 statements and the documentary evidence, does not substantiate the allegations in the  
22 complaint, and that the Board therefore lacks probable cause to proceed with this  
23 matter. **MOTION CARRIED UNANIMOUSLY**

24

25 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 23-36,**  
26 the Board find that, although one or more of the allegations in the complaint may be  
27 substantiated by the witnesses interviewed in the course of the investigation [and/or]  
28 the documents gathered in the course of the investigation, and the allegations may  
29 constitute a technical violation of the board's statute or administrative rules; the  
30 evidence before the board indicates that adequate steps have been taken to remedy  
31 the violation and to ensure that incidents of a similar nature do not occur in the  
32 future. The Board will not pursue formal disciplinary action in this matter. **MOTION**  
33 **CARRIED UNANIMOUSLY**

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Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-37**, the Board find probable cause to establish a violation of the following provisions of the Code of Professional Conduct and Ethics, 282 IAC rules 25.3(6)q & 25.3(8)a and order this case set for hearing. Roll Call: Behrens – yes; Bleam- yes; Eidahl – yes; Bower – recused; McKinney – yes; McRina – yes; Rickey – yes; St Clair – yes; Schoening – yes

**MOTION CARRIED**

Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-38**, the Board find that, although one or more of the allegations in the complaint may be substantiated by the witnesses interviewed in the course of the investigation [and/or] the documents gathered in the course of the investigation, and the allegations may constitute a technical violation of the board’s statute or administrative rules; the evidence before the board indicates that adequate steps have been taken to remedy the violation and to ensure that incidents of a similar nature do not occur in the future. The Board will not pursue formal disciplinary action in this matter. **MOTION**

**CARRIED UNANIMOUSLY**

Kristin Rickey moved, with a second by Kathy Behrens, that the Board accept the respondent’s waiver of hearing and voluntary surrender in **case number 22-05**, and that the Board issue an order permanently revoking the license with no possibility of reinstatement. **MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kristin Rickey, that in **case number 22-170** the Board accept the agreement submitted by the parties, and issue an Order incorporating the agreement of the parties and imposing the agreed upon sanction.

**MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Eric St Clair, that in **case number 22-165** the Board reject the agreement submitted by the parties, and return the case to the parties for further proceedings consistent with this decision. **MOTION CARRIED**

**UNANIMOUSLY**

1 Kathy Behrens moved, with a second by Kristin Rickey, that in **case number 22-139**  
2 the Board accept the agreement submitted by the parties, and issue an Order  
3 incorporating the agreement of the parties and imposing the agreed upon sanction.

4 **MOTION CARRIED UNANIMOUSLY**

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6 (Kristi Traynor recused during the discussion of the Proposed Decision for Case no.  
7 22-144 and remained recused for the 180-day extensions in closed session)

8  
9 Kristin Rickey moved, with a second by Eric St Clair, that in case number 22-144 the  
10 Board adopt the drafted order and issue the order as its final decision. **MOTION**

11 **CARRIED UNANIMOUSLY**

12  
13 Kristin Rickey moved, with a second by Kathy Behrens, to extend the 180-day  
14 deadline for issuance of the final decision in **case number 22-186** based upon the  
15 amount of time needed to conduct the hearing and complete the contested case  
16 process. **MOTION CARRIED UNANIMOUSLY**

17  
18 Eric St Clair moved, with a second by Kristin Rickey, to extend the 180-day deadline  
19 for issuance of the final decision in **case number 22-187** based upon the amount of  
20 time needed to conduct the hearing and complete the contested case process.

21 **MOTION CARRIED UNANIMOUSLY**

22  
23 Kathy Behrens moved, with a second by Eric St Clair, to extend the 180-day deadline  
24 for issuance of the final decision in **case number 22-190** based upon the amount of  
25 time needed to complete the investigation and conclude the contested case process.

26 The Respondent has submitted a response to the 180-day notice stating there are no  
27 objections to the 180-day extension. **MOTION CARRIED UNANIMOUSLY**

28  
29 Kristin Rickey moved, with a second by Eric St Clair to extend the 180-day deadline  
30 for issuance of the final decision in **case number 22-191** based upon the amount of  
31 time needed to conduct the hearing and complete the contested case process. The

32 Respondent has submitted a motion for continuance. **MOTION CARRIED**

33 **UNANIMOUSLY**



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Kathy Behrens moved, with a second by Kristin Rickey to extend the 180-day deadline for issuance of the final decision in case number 22-192 based upon the amount of time needed to conduct the hearing and complete the contested case process.

**MOTION CARRIED UNANIMOUSLY**

Kristin Rickey moved, with a second by Kathy Behrens to extend the 180-day deadline for issuance of the final decision in case number 22-193 based upon the amount of time needed to conduct the hearing and complete the contested case process.

**MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kristin Rickey to extend the 180-day deadline for issuance of the final decision in case number 22-195 based upon the amount of time needed to conduct the hearing and complete the contested case process.

**MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Kristin Rickey to extend the 180-day deadline for issuance of the final decision in case number 22-197 based upon the amount of time needed to conduct the hearing and complete the contested case process.

**MOTION CARRIED UNANIMOUSLY**

Kristin Rickey moved, with a second by Eric St Clair to extend the 180-day deadline for issuance of the final decision in case number 22-198 based upon the amount of time needed to conduct the hearing and complete the contested case process.

**MOTION CARRIED UNANIMOUSLY**

Eric St Clair moved, with a second by Kathy Behrens to extend the 180-day deadline for issuance of the final decision in case number 22-199 based upon the amount of time needed to conduct the hearing and complete the contested case process.

**MOTION CARRIED UNANIMOUSLY**

Kathy Behrens moved, with a second by Kristin Rickey to extend the 180-day deadline for issuance of the final decision in case number 22-200 based upon the need to

1 schedule the hearing and conclude the contested case process. **MOTION CARRIED**  
2 **UNANIMOUSLY**

3  
4 Rhonda McRina moved, with a second by Kristin Rickey, that the Board approve the  
5 closed session minutes from April 21, 2023. **MOTION CARRIED UNANIMOUSLY**

6  
7 Request for Reinstatement: Case No. 21-127 In the Matter of Kurt Yeoman. Mr.  
8 Yeoman was accused of failing to make a reasonable effort to protect the health and  
9 safety of the student or creating conditions harmful to student learning and  
10 conducting professional business in such a way that the practitioner repeatedly  
11 exposes students or other professionals to unnecessary embarrassment or  
12 disparagement. He received a sanction of a written reprimand, a deferred suspension  
13 of his license for 1 year, and was required to complete of a professional boundaries  
14 course. The Respondent has completed all requirements and requests that his license  
15 be reinstated. The Respondent is eligible for reinstatement. Kristin Rickey moved,  
16 with a second by Kathy Behrens, that in case number 21-127, the Board grants the  
17 Respondent's request for reinstatement and issues an order stating the basis for the  
18 suspension no longer exists and it will be in the public interest for the license to be  
19 reinstated. **MOTION CARRIED UNANIMOUSLY**

20  
21 Communication from the Public

22 None.

23  
24 Petition for Waiver

25 Kristin Rickey moved, with a second by Kathy Behrens, that the board deny **PFW 23-**  
26 **03 Vanessa Anderson. MOTION CARRIED UNANIMOUSLY.** Reasons for denying  
27 waiver: The Board received a Petition from Ms. Anderson requesting a waiver of the  
28 rule for the requirements of an endorsement for a Family and Consumer Science  
29 Endorsement. Ms. Anderson holds a Master Educator K-6 Elementary Education, K-8  
30 English and Language Arts, PK-12 Principal License, PK-12 Special Education  
31 Supervision License. She is currently teaching on Class B license for Family and  
32 Consumer Science. It expires in June 2023. Ms. Anderson agreed to teach Family and  
33 Consumer Science at her school for 2021-22 school year and will be assigned this

1 placement for the foreseeable future. The last course needed to finish the  
2 endorsement is a Methods class. Ms. Anderson was completing the endorsement  
3 through Iowa State University online, but the methods course is no longer offered  
4 online at Iowa State University. It is only available in person. The family and  
5 consumer science course is not available at any other institution in the state of Iowa.  
6 Ms. Anderson will have to apply for an extension of her Class B license and will have  
7 to try and find a class outside of Iowa that is only online. The Board was unable to  
8 identify any person whose rights would be prejudiced by granting this waiver.  
9 Additionally, similar waivers have been granted in the past. The rule from which Ms.  
10 Anderson seeks a waiver is not specifically mandated by statute or any other provision  
11 of law, and, accordingly, may be waived by the Board. Ms. Anderson currently works  
12 at the Cedar Falls Community School district and they will benefit from her being able  
13 to remain in this position. The Board concluded that Ms. Anderson has not met the  
14 criteria for granting of a waiver from the rules regarding the adding an endorsement,  
15 contained in 282 IAC ch. 13.

16  
17 Kristin Rickey moved, with a second by Eric St Clair, that the board grant **PFW 23-04**  
18 **Sydney Gerritsen**. **MOTION CARRIED UNANIMOUSLY.** Reasons for granting the  
19 waiver: On May 9, 2023, the Board received a Petition from Gerritsen requesting a  
20 waiver of the rule for the requirements that she receive a license from the preparation  
21 state before she can get a license in Iowa. She completed her preparation in Louisiana.  
22 Louisiana requires an individual to have a job in Louisiana to get a license. Ms.  
23 Gerritsen holds a Standard License K-8 Music 5-12 Music and an Administrative  
24 Exchange license. She is currently working using the Administrative Exchange license.  
25 It expires in August 2024. Ms. Gerritsen has documentation from the Louisiana  
26 Department of Education supporting all requirements have been met, but a license  
27 will not be issued unless she secures a position in Louisiana. Ms. Gerritsen has  
28 completed all the requirements for licensure in Louisiana including the testing  
29 requirements for her preparation. Ms. Gerritsen would have to move to Louisiana and  
30 secure a position before she could be eligible for a license in the state where her  
31 preparation program was in. The Board was unable to identify any person whose  
32 rights would be prejudiced by granting this waiver, Additionally, the law was recently  
33 changed, and will take effect July 1, that would not require licensure from the state

1 which an educator was prepared. The rule from which Ms. Gerritsen seeks a waiver is  
2 not specifically mandated by statute or any other provision of law, and, accordingly,  
3 may be waived by the Board. Ms. Gerritsen could continue to work as a licensed  
4 administrator and the nonpublic school benefits from having Iowa licensed  
5 administrators. The Board concluded that Sydney Gerritsen has met the criteria for  
6 granting of a waiver from the rules regarding the adding an endorsement, contained in  
7 282 IAC ch.18. Ms. Gerritsen was present before the board during the discussion of  
8 the waiver.

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10 Stakeholder Presentation

11 Sara Russell presented on her experience as 2022 Iowa Teacher of the Year. Sara was  
12 introduced by Marietta Rives, a consultant with the Department of Education in  
13 school improvement and the coordinator of the Teacher of the Year program.

14  
15 Board Member Reports

16 Dr. Rickey voiced her concerns regarding the serious impact of the teacher shortage.  
17 She stated that both student and teachers in Iowa are suffering because when  
18 classrooms cannot be filled with a teacher, other staff must be moved around  
19 involuntarily to cover the position if they have the required license and other staff  
20 must pick up extra duties that they would not normally do. She stated this is a very  
21 difficult time in education and she is extremely concerned about the current situation.  
22 She further stated that as a result of the shortage, the teachers who do remain in the  
23 profession have increasing difficulty in the job and it also has the potential to put a  
24 strain on relationships within the school between staff and administration due to the  
25 shifts that are required to be made to provide the required coverage. Dr. Rickey stated  
26 that we are in a crisis, both nationally and in Iowa and that there are not enough  
27 teachers to serve the children of Iowa and the children will suffer as a result of the  
28 situation.

29  
30 Rhonda McRina underscored Dr. Rickey's comments, adding that public schools are  
31 especially culturally responsible to many marginalized students and that public  
32 educators are undervalued. She also added that we are in a critical state both as a  
33 state and a condition.

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Executive Director’s Report

Legislative Update:

Director Cavin provided a summary of what occurred as a result of the 2023 legislative session. A representative from LSA was also present to help answer any questions the board may have or provide additional details. Several bills had an impact on the Board of Educational Examiners. The vast majority of them go into effect July 1, 2023. Rules and applications will need to be reviewed and updated to align with the policy changes and that process has begun.

HF 430 is effective upon enactment. It requires information regarding probable cause determination by the board to be made publicly available. Previously, information was only made public once a final decision had been made. The intent is to provide the probable cause or sanction information to administrators who are reviewing the BoEE website during the hiring process. Also, within this bill, is a change to the membership of the Board. Membership will increase to a 13-person board and quorum increases to 7. There will now be 4 members of the public: 2 of these public members must be parents of students currently in school, the 3<sup>rd</sup> public member must be someone who has a desire to know more about education and the 4<sup>th</sup> public member must be a past or current school board member. Additionally, there must be a minimum of 3 members who are administrators, 1 member who is employed by a non-public school district and 1 member who is a Department of Education representative or designee. The remaining positions must be filled by licensed educators. The public members cannot be licensed individuals.

HF 672 is effective July 1<sup>st</sup>. This bill eliminates the requirement to complete renewal credits for those with a master educator’s degree or higher and 10 years of teaching experience; however, these educators must still apply for renewal of their license and background checks must still be completed.

HF 256 and HF 614 are also is effective July 1<sup>st</sup>. HF 256 removes the age requirement for educator licensure. HF 614 impacts reciprocity and removes the requirement for a license from another state. Applicants must verify they have met the program

1 requirements for their state and be recommended by their college/university  
2 preparation program. This also applies to out of country applicants.

3  
4 HF 391 allows school districts to hire a public librarian who is not a licensed educator,  
5 to serve as a librarian in their school as long as they have served as a community  
6 librarian. HF 604 allows family members of an involved student, if there has been  
7 violence in the school building, to work with an ombudsman to go through the  
8 complaint process. If, during this process, it is discovered that there was  
9 inappropriate action by an educator, they have a right to file a complaint.

10  
11 Agency Update:

12 Director Cavin continues to have weekly meetings with Mark Ford, and other  
13 Department of Education staff to discuss transition. There has been no decision yet  
14 on moving the BoEE from its current location. There is discussion with DAS for us to  
15 keep our Financial and HR Services. IT Migration is on track. As we may continue  
16 off-site for now, we may still use Insight for Tech support, but can shift to the DOE for  
17 purchasing.

18  
19 Iowa Wesleyan University will be closing then end of May. We have agreed to house the  
20 teacher preparation files for those currently enrolled in their program. Joanne is  
21 picking those files up today. We can provide them to which ever institution the  
22 students transfer to.

23  
24 We will begin using Fieldprint for federal background checks beginning June 5th.  
25 Fieldprint currently has sites all over Iowa to print via livescan. We anticipate speedier  
26 returns on federal background checks and a slight decrease in cost via Fieldprint vs  
27 with BoEE, as our staff will no longer need to mail out cards, scan in office, or go to  
28 Iowa Colleges for printing any more. We will still have cards available for those who  
29 need them, and will continue to print in office through the summer. Cost will remain  
30 at \$75 for cards and in office printing.

1 Financial Update

2 Financials for April have been included and are currently in good shape. We have  
3 started the Budget for FY24-26 will be including expenses for major modifications to  
4 our application system, but will need to seek vendors to assist. Clarity has proposed  
5 phase one of the license systems upgrade and they are working on a statement of  
6 work. Our copier/printer is 7 years old and costs for repairs are starting to increase  
7 as well as become difficult. Parts are getting difficult to locate. We have budgeted for  
8 replacements for the Boards Chrome Books as these are getting close to the end of life  
9 and will soon stop receiving updates. We are also obtaining additional bids and may  
10 purchase through Department of Education.

11  
12 Licensure Update

13 Renewals are at 2 weeks out. Conversions from Initial to Standard will begin next  
14 week and our newest staff member has been trained to process these in addition to  
15 our other two staff members. Iowa Grad applications have also started to come in.

16  
17 Director Cavin will be attending the NASDTEC Annual meeting in Phoenix June 11-  
18 13th.

19  
20 Board Retreat will be held on June 22 and 23rd in Iowa City. Meredith sent out an  
21 email with the reservation link and will send again as a reminder to book rooms.  
22 Thursday, June 22nd, we will have a discussion with Kristi and Beth regarding  
23 Professional Practices procedures. It will be a refresher for some, new information for  
24 others. We need to have participation to make this a meaningful retreat.

25  
26 Rules

27 None

28  
29 Adopt:

30 None

31  
32 ARRC Review Pending:

33 None.

1 Notice:

2 None.

3

4 Discussion:

5 None.

6

7 Reports/Approval

8 Kristin Rickey moved, with a second by Kathy Behrens to approve the FY24 Board  
9 meeting calendar as presented. **MOTION CARRIED UNANIMOUSLY**

10

11 Director Cavin presented Tim McKinney with a certificate of service and recognition  
12 plaque. Mr. McKinney will be retiring at the end of the school year and his board  
13 membership will also come to an end.

14

15 There being no further business, Tim McKinney moved, with a second by Kristin  
16 Rickey, to adjourn the meeting at 12.44 p.m. **MOTION CARRIED UNANIMOUSLY.**

17

18