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 Friday, February 24, 2023

TIMES ARE APPROXIMATE

8:30 a.m. Call Meeting to Order

Tab A Approve the Agenda Approve the Consent Agenda

Tab B a. Minutes for January 19, 2023 board meeting

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 January 19, 2023
- Reinstatement(s)
 - 1. Case no.19-46 Brandi Helleur
 - 2. Case no. 21-105 Jennifer Turner
 - 3. Case no. 19-56 Sean Farmer
 - 4. Case no. 22-65 Angela Rowan
- d. Request for Extension
 - 1. Case no. 21-100 Brandon Kirchhoff

Communication from the Public

Board Communications

- a. Board Member Reports
- Executive Director's Report
 - 1. Legislative Update
 - 2. Agency Update
 - 3. Licensure Update
 - 4. Financial Update

a. FY23 December

Tab C

b. FY23 January

Tab D

- 5. Motion to dismiss prior to determination
- of probable cause 6. NASDTEC June 11 – 13 Phoenix, AZ

12:00 p.m. Lunch for Board Members

12:30 p.m. Rules [Iowa Administrative Code – Chapter 282 (272)]

a. Adopt

1. None

b. ARRC Review Pending

1. None

c. Notice

1. None

d. Items for Discussion

1. None

Waivers

1. PFW 23-01 Colleen Hansen

Tab E

Request

None

Reports/Approvals

None

1:30 p.m. Adjournment

UPCOMING MEETINGS

Wednesday, March 22, 2023 (Zoom Mtg., if needed) Friday, April 21, 2023 Friday May 19, 2023

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	January 19, 2023
8	The Decord of Educational Every in any (Decord on DeEE) held a monthly on the James 10
9	The Board of Educational Examiners (Board or BoEE) held a meeting on January 19,
10	2023. Tony Voss (via Zoom), Board Chair, called the meeting to order. Members
11	attending were Kathy Behrens (via Zoom), Pam Bleam (via Zoom), Dave Harper (via
12	Zoom), Tim McKinney, Kristen Rickey (via Zoom), Erin Schoening (via Zoom), Chad
13	Janzen (via Zoom), Tim Bower (joined via Zoom at 10:38 a.m.). Also in attendance was
14	Mike Cavin, Executive Director, Nicole Proesch, Attorney/ Investigator, Diane Dennis,
15	Investigator, Greg Horstmann, Investigator and Kristi Traynor, Assistant Attorney
16	General. Eric St Clair, and Rhonda McRina were unable to attend.
17	
18	David Harper moved, with a second by Kristin Rickey, to approve the agenda.
19	MOTION CARRIED UNANIMOUSLY.
20	
21	Kristin Rickey moved, with a second by David Harper, to approve the consent agenda
22	(minutes for December 16, 2022). MOTION CARRIED UNANIMOUSLY.
23	
24	Kristen Rickey moved, with a second by Kathy Behrens, that the Board go into closed
25	session for the purpose of discussing closed session minutes, whether to initiate
26	licensee disciplinary proceedings, the decision to be rendered in a contested case,
27	confidential health information, and mental health information, pursuant to Iowa
28	Code sections 21.5(1)(a), (d), and (f). Roll call vote: Behrens – yes; Bleam – yes;
29	Harper- yes; Janzen – yes; McKinney – yes; Rickey – yes; Schoening – yes; Voss - yes.
30	MOTION CARRIED UNANIMOUSLY.
31	
32	Dave Harper moved, with a second by Kathy Behrens, that in case number 22-175
33	the Board finds 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(2)(b),
- and order this case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

- 4 Kristin Rickey moved, with a second by Dave Harper, that in **case number 22-178**,
- 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
- 7 case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

8

- 9 Kathy Behrens moved, with a second by Dave Harper, that in case number 22-152,
- 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(3)(a) & (c), and order this
- case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

13

- 14 Kristin Rickey moved, with a second by Kathy Behrens, in case number 22-126, 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(8)(a), and order this case
- set for hearing. The Respondent's Motion to Dismiss is denied. **MOTION CARRIED**
- 18 UNANIMOUSLY.

19

- 20 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 22-189**,
- 21 the Board find probable cause to establish a violation of the following provisions of the
- 22 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(2)(b), and order this case
- set for hearing. Roll call vote: Behrens yes; Bleam yes; Janzen yes; McKinney yes;
- 24 Rickey yes; Schoening yes; Voss yes; Harper recused. **MOTION CARRIED.**

- 26 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 22-188**,
- 27 the Board find that, although one or more of the allegations in the complaint may be
- 28 substantiated by the witnesses interviewed in the course of the investigation [and/or]
- 29 the documents gathered in the course of the investigation, and the allegations may
- 30 constitute a technical violation of the board's statute or administrative rules; the
- evidence before the board indicates that the alleged violation was an isolated incident,
- 32 and 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
- 2 formal disciplinary action in this matter. **MOTION CARRIED UNANIMOUSLY.**

- 4 Kathy Behrens moved, with a second by Kristin Rickey, that in case number 22-176,
- 5 the Board finds that the evidence gathered in the investigation, including witness
- 6 statements and the documentary evidence, does not substantiate the allegations in the
- 7 complaint, and that the Board therefore lacks probable cause to proceed with this
- 8 matter. MOTION CARRIED UNANIMOUSLY.

9

- 10 Kristin Rickey moved, with a second by Dave Harper, that in **case number 21-170**,
- the Board find probable cause to establish a violation of the following provisions of the
- 12 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(5)(a)(2), and order this
- case set for hearing. **MOTION CARRIED UNANIMOUSLY.**

14

- Dave Harper moved, with a second by Kristin Rickey, that in **case number 22-162**,
- the Board finds that the evidence gathered in the investigation, including witness
- statements and the documentary evidence, does not substantiate the allegations in the
- complaint, and that the Board therefore lacks probable cause to proceed with this
- 19 matter. **MOTION CARRIED UNANIMOUSLY.**

20

- Dave Harper moved, with a second by Kathy Behrens, that in **case number 22-159**,
- 22 the Board finds that the evidence gathered in the investigation, including witness
- 23 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
- 25 matter. MOTION CARRIED UNANIMOUSLY.

26

- 27 Kathy Behrens moved, with a second by Dave Harper, that in case number 22-193,
- the Board find probable cause to establish a violation of the following provisions of the
- 29 Code of Professional Conduct and Ethics, 282 IAC rule 25.3(6)(c), and order this case
- 30 set for hearing. Roll call vote: Behrens yes; Bleam yes; Bower- yes; Harper yes;
- Janzen recused; McKinney yes; Rickey no; Schoening yes; Voss yes. **MOTION**
- 32 **CARRIED.**

- 1 Kathy Behrens moved, with a second by Erin Schoening, that in **case number 22**-
- 2 **174**, 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(6)(s) and order this
- 4 case set for hearing. Roll call vote: Behrens yes; Bleam yes; Bower- yes; Harper –
- 5 no; Janzen no; McKinney yes; Rickey no; Schoening yes; Voss yes. **MOTION**
- 6 CARRIED.

- 8 Kristen Rickey moved, with a second by Dave Harper, that in case number 22-181,
- 9 the Board finds that the evidence gathered in the investigation, including witness
- statements and the documentary evidence, does not substantiate the allegations in the
- complaint, and that the Board therefore lacks probable cause to proceed with this
- 12 matter. MOTION CARRIED UNANIMOUSLY.

13

- 14 Kathy Behrens moved, with a second by Dave Harper, that in **case number 22-182**,
- the Board finds that the evidence gathered in the investigation, including witness
- statements and the documentary evidence, does not substantiate the allegations in the
- complaint, and that the Board therefore lacks probable cause to proceed with this
- 18 matter. MOTION CARRIED UNANIMOUSLY.

19

- Dave Harper moved, with a second by Kathy Behrens, that in **case number 22-183**,
- 21 the Board finds that the evidence gathered in the investigation, including witness
- 22 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
- 24 matter. MOTION CARRIED UNANIMOUSLY.

25

- 26 Kathy Behrens moved, with a second by Dave Harper, that in case number 22-155,
- 27 the Board finds that the evidence gathered in the investigation, including witness
- 28 statements and the documentary evidence, does not substantiate the allegations in the
- 29 complaint, and that the Board therefore lacks probable cause to proceed with this
- 30 matter. Roll call vote: Behrens yes; Bleam yes; Bower- yes; Harper yes; Janzen –
- yes; McKinney no; Rickey yes; Schoening yes; Voss yes. **MOTION CARRIED.**

- 1 Kristin Rickey moved, with a second by Kathy Behrens, that the Board accept the
- 2 respondent's waiver of hearing and voluntary surrender in case number 21-90, and
- 3 that the Board issue an order permanently revoking the license with no possibility of
- 4 reinstatement. **MOTION CARRIED UNANIMOUSLY.**

- 6 Kathy Behrens moved, with a second by Dave Harper, that the Board accept the
- 7 respondent's waiver of hearing and voluntary surrender in **case number 22-55**, and
- 8 that the Board issue an order permanently revoking the license with no possibility of
- 9 reinstatement. **MOTION CARRIED UNANIMOUSLY**.

10

- 11 Kristin Rickey moved, with a second by Kathy Behrens, that the Board accept the
- agreement submitted by the parties in **case number 22-143**, and issues an Order
- incorporating the agreement of the parties and imposing the agreed upon sanction.
- 14 MOTION CARRIED UNANIMOUSLY.

15

- 16 Kathy Behrens moved, with a second by Kristin Rickey, that the Board accept the
- agreement submitted by the parties in **case number 21-147**, and issues an Order
- incorporating the agreement of the parties and imposing the agreed upon sanction.
- 19 MOTION CARRIED UNANIMOUSLY.

20

- Dave Harper moved, with a second by Kathy Behrens, that the Board accept the
- agreement submitted by the parties in **case number 22-88**, and issues an Order
- 23 incorporating the agreement of the parties and imposing the agreed upon sanction.
- 24 MOTION CARRIED UNANIMOUSLY.

25

- 26 Kathy Behrens moved, with a second by Dave Harper, that the Board accept the
- agreement submitted by the parties in **case number 22-107**, and issues an Order
- incorporating the agreement of the parties and imposing the agreed upon sanction.
- 29 MOTION CARRIED UNANIMOUSLY.

- 31 Kristin Rickey moved, with a second by Kathy Behrens, that in **case number 22-190**,
- 32 the Board issues an order that the Motion to Dismiss will be submitted for
- consideration when the matter is brought to the Board for a determination of probable

- cause. Roll call vote: Behrens yes; Bleam yes; Bower- yes; Harper yes; Janzen –
- 2 recused; McKinney yes; Rickey yes; Schoening yes; Voss yes. **MOTION**
- 3 CARRIED.

- 5 (Kristi Traynor left the room during the discussion for the 180-day extensions in
- 6 closed session)

7

- 8 David Harper moved, with a second by Kristin Rickey, that the Board extend the 180-
- 9 day deadline for issuance of the final decision in **case number 22-129** based upon the
- need to schedule the hearing and conclude the contested case process. **MOTION**
- 11 CARRIED UNANIMOUSLY.

12

- 13 Kristin Rickey moved, with a second by Kathy Behrens, that the Board extend the
- 180-day deadline for issuance of the final decision in **case number 22-130**, based
- 15 upon the amount of time needed to complete the criminal investigation and conclude
- the contested case process. **MOTION CARRIED UNANIMOUSLY.**

17

- 18 Kathy Behrens moved, with a second by Kristin Rickey, that the Board extend the
- 19 180-day deadline for issuance of the final decision in **case number 22-131**, based
- 20 upon the amount of time needed to complete the criminal investigation and conclude
- 21 the contested case process. **MOTION CARRIED UNANIMOUSLY.**

22

- 23 David Harper moved, with a second by Kathy Behrens, that the Board extend the 180-
- day deadline for issuance of the final decision in **case number 22-132**, based upon
- 25 the need to schedule the hearing and conclude the contested case process. **MOTION**
- 26 CARRIED UNANIMOUSLY.

27

- 28 Kathy Behrens moved, with a second by Kristin Rickey, that the Board extend the
- 29 180-day deadline for issuance of the final decision in case number 22-133 and 22-
- 30 **134,** based upon the need to schedule the hearing and conclude the contested case
- 31 process. **MOTION CARRIED UNANIMOUSLY**.

- David Harper moved, with a second by Kathy Behrens, that the Board extend the 180-
- 2 day deadline for issuance of the final decision in **case number 22-135**, based upon
- 3 the amount of time needed to complete the criminal investigation and conclude the
- 4 contested case process. Roll call vote: Behrens yes; Bleam yes; Bower- yes; Harper
- 5 yes; Janzen recused; McKinney yes; Rickey yes; Schoening yes; Voss yes.
- 6 MOTION CARRIED.

- 8 Kathy Behrens moved, with a second by David Harper, that the Board extend the 180-
- 9 day deadline for issuance of the final decision in **case number 22-139**, based upon
- the need to schedule the hearing and conclude the contested case process. **MOTION**
- 11 CARRIED UNANIMOUSLY.

12

- David Harper moved, with a second by Kristin Rickey, that the Board extend the 180-
- day deadline for issuance of the final decision in **case number 22-141**, based upon
- the need to schedule the hearing and conclude the contested case process. **MOTION**
- 16 CARRIED UNANIMOUSLY.

17

- David Harper moved, with a second by Kristin Rickey, that the Board extend the 180-
- day deadline for issuance of the final decision in **case number 22-142**, based upon
- the need to schedule the hearing and conclude the contested case process. **MOTION**
- 21 **CARRIED UNANIMOUSLY**.

22

- 23 Kathy Behrens moved, with a second by David Harper, that the Board extend the 180-
- 24 day deadline for issuance of the final decision in case number 22-144, based upon
- 25 the need to hold the hearing and conclude the contested case process. **MOTION**
- 26 CARRIED UNANIMOUSLY.

27

- 28 Kristin Rickey moved, with a second by Kathy Behrens, that the Board approve the
- 29 closed session minutes for December 16, 2022. MOTION CARRIED UNANIMOUSLY.

- 31 Request for reinstatement (discussed in open session):
- 32 **Case No. 21-76,** in the matter of Rogelio Plascencia. The Respondent was accused of
- failing to protect the health and safety of students and having an inappropriate

- relationship with a student. The Respondent received a public reprimand, a
- 2 suspension of his license for 1 year, completion of a 15 hour in person ethics course,
- 3 and to undergo a mental health evaluation and complete boundaries counseling. The
- 4 Respondent has completed all requirements and requests that his license be
- 5 reinstated. Kristen Rickey moved, with a second by Kathy Behrens, that in **case**
- 6 **number 21-76**, the Board grants the Respondent's request for reinstatement and
- 7 issues an order stating the basis for the suspension no longer exists and it will be in
- 8 the public interest for the license to be reinstated. Roll call: Behrens yes; Bleam-
- 9 yes; Bower- unable to vote due to technical issues with Zoom; Harper- no; Janzen -
- 10 yes; McKinney no; Rickey yes; Schoening yes; Voss- no **MOTION CARRIED.**
- 12 Kristin Rickey moved, with a second by Kathy Behrens to table case number 19-46,
- in the matter of Brandy Helleur, the due to the time frame for the reinstatement not
- having been met. **MOTION CARRIED UNANIMOUSLY**.
- 16 **Case No. 21-58,** in the matter of Bethany Taylor. The Respondent created a hostile
- work environment and exercised a lack of professionalism in her class. This created
- conditions harmful to students' learning. The Respondent received a public
- reprimand, a suspension of her license for 1 year, completion of a 15 hour in person
- 20 ethics course, and undergo a mental health evaluation and follow through with
- 21 treatment. The Respondent has completed all requirements and requests that her
- license be reinstated. She has provided a written statement with this request. The
- 23 Respondent previously requested reinstatement in December 2022 and it was denied
- by the Board due to the need for more information. The Board felt that the updated
- letter that was submitted for this meeting provided the information that was needed.
- 26 Kathy Behrens moved, with a second by Kristin Rickey, that in case number 21-58,
- 27 the Board grants the Respondent's request for reinstatement and issues an order
- 28 stating the basis for the suspension no longer exists and it will be in the public
- 29 interest for the license to be reinstated. **MOTION CARRIED UNANIMOUSLY.**
- 31 Communication from the Public
- 32 None.

30

11

1 Board Member Reports

- 2 The Legislative Reception that had been scheduled to take place this morning was
- 3 canceled due to inclement weather. Executive Director Cavin stated that it would not
- 4 be rescheduled; however, he stated an invitation to schedule meetings has been
- 5 extended to the chairs of the Education Committee, to see if they would like to meet
- 6 with select Board members and BoEE staff to discuss any issues or concerns.

7

- 8 Executive Director's Report
- 9 <u>Legislative Update</u>:
- 10 Many education-related bills have been released in the past few weeks. Discussions
- on re-alignment of State Government continues to progress. The bill is still being
- drafted and not many details are available at this time but it will encompass every
- 13 state agency.

14

- 15 Executive Order 10 was released last week. It stipulates that no new rules can be
- made moving forward unless they support positive changes. It also required Iowa
- 17 Administrative Code rules to be re-evaluated among all agencies and aims to eliminate
- duplicate statements in Administrative Code. The exceptions for the creation of new
- 19 rules includes: any rules that were already proposed may continue to move forward
- and also allows for new rules that are ordered by the Legislature.

21

- 22 Bills that have been introduced include HF 4, SSB 1049, HF 10, SSB 1037 and SF 81.
- 23 HF 4 is an expansion of teacher intern licensure. SSB 1049 would offer grants for
- 24 Intern programs and the expansion of issuance of Intern licensure. HF 10 requires
- 25 mandatory reporting of individuals who have violated laws. It is similar to a bill in
- 26 2022 and would require the BoEE to inform districts of individuals who are under
- 27 investigation once probable cause has been found, rather than once an initial
- investigation has been filed. SSB 1037 removes gender balance on State Boards and
- 29 SF 81 is an expansion of the Stereotyping and Scapegoating ban. It includes
- 30 contractors who deliver content and required BoEE to take action against a licensee
- and allows civil court action (including fines).

32

- 1 Agency Update:
- 2 Meredith Hawk has completed her first month in the Board Secretary role since Kim
- 3 Cunningham's retirement. Interviews were held for a new Clerk Specialist and an offer
- 4 has been made. More details will be discussed at the next meeting. Nicole Proesch's
- 5 last day as attorney for the agency is today. We have advertised and received a
- 6 number of great candidates. We will interview the last week of January/first week of
- 7 February and hope to have someone in place soon. Kristi Traynor has graciously
- 8 volunteered support in the interim.

- 10 <u>Financial Update</u>:
- We are currently in good shape. Income is tapering off due to a slowdown in the
- season but we are still at 15% over annual revenue projections. This will slide off over
- the next few months. We have located a vendor for IT support for our licensing
- system. We have contracted 150 hours to upgrade our system and fix bugs. It is not a
- 15 major overhaul, rather routine maintenance.

16

- 17 Licensure Update
- Licensing is slowing down and it will be quieter for the next few months but will
- increase again in March and April. There was a high volume of December graduates in
- 20 December and January and those were able to be issued quickly. Renewals are being
- 21 issued in about 2 weeks. There are still many phone calls and emails being received
- 22 regarding out-of-country licensure due to recruitment efforts.

23

- NASDTEC Annual meeting in will be held in Phoenix June 11-13th. We are able to
- 25 take a Board member if interested.

26

- 27 Rules
- 28 Adopt:
- 29 Joanne Tubbs introduced each rule that was before the board for adoption and
- included a brief summary of each rule as well.

- 32 **IAC 282 Chapters 13, 18, 22, 27 Reciprocity (ARC 6677C)** This rule updates the
- language for Reciprocity laws and this rule making implements that legislation.

- 1 Kristin Rickey moved, with a second by Erin Schoening, to adopt IAC 282 Chapters
- 2 13, 18, 22, 27 Reciprocity rules. **MOTION CARRIED UNANIMOUSLY.**

- 4 IAC 282 Chapter 22 Work-Based Learning (ARC 6678C) SF 2383 directs our agency
- 5 to create a Work-based Learning Program Supervisor Authorization and this
- 6 rulemaking implements that legislation. Dave Harper moved, with a second by Kristin
- 7 Rickey, to adopt IAC 282 Chapters 22 Work-Based Learning rules. **MOTION CARRIED**
- 8 UNANIMOUSLY.

9

- 10 IAC 282 Chapter 14 Special Education (ARC 6679C) This proposed rulemaking will
- create an optional K-12 Special Education All Endorsement. Some public comments
- were received in favor of the rule and also one person spoke at the rules review
- committee in person. Also, one question was received from the rules committee
- 14 membership hoping to ensure that the requirements have not been lessened. Joanne
- Tubbs explained this rule is more of a re-bundling so that all requirements remain but
- it will be easier to facilitate at the higher education level and for an educator to
- 17 navigate. Ms. Tubbs also clarified that the endorsement requires 30 semester hours.
- 18 Kristin Rickey moved, with a second by Dave Harper, to adopt IAC 282 Chapter 14
- 19 Special Education rules. **MOTION CARRIED UNANIMOUSLY.**

20

- 21 IAC 282 Chapters 13, 22, 27 Advanced Degrees, Out of Country, Counseling (ARC
- 22 **6680C)** This rule is in response to a number of waivers that have been submitted the
- past few years. This rule would allow out-of-country applicants to be exempt from
- 24 PRAXIS testing if they hold a license in another country, would allow candidates with
- 25 a Master's Degree or higher to obtain a Content Specialist Authorization and would
- 26 change the requirements for a Class G License (School Counselors) to 75% of
- 27 coursework completion. Dave Harper moved, with a second by Kristin Rickey, to
- 28 adopt IAC 282 Chapter 14 Special Education rules. MOTION CARRIED
- 29 UNANIMOUSLY.

30

- 31 *ARRC Review Pending:*
- 32 None.

1 *Notice:* 2 None. 3 4 Discussion: 5 6 Petition for Waiver 7 None. 8 9 Reports/Approvals The Fees Report and Annual Rules Report were available in the agenda packet for 10 review. These are both Legislatively required reports that have already been submitted 11 12 to the Legislature. The Fees Report give a year end summary and overall picture of the agency. Page four specifically addresses the reasons for our budget and what it costs 13 14 for the agency to operate. The Annual Rules Report gives an overall summary of the 15 work that has been done and the impact of the Board over the past year. 16 There being no further business, Kristin Rickey moved, with a second by Dave Harper, 17 to adjourn the meeting at 12:26 p.m. MOTION CARRIED UNANIMOUSLY. 18 19 20

Board of Educational Examiners

Department 286

Pg 1

To: BoEE - Executive Director, Mike Cavin

cc: Dave Heuton, Mirela Jusic

From: Mike Cornelison

Date: January 3, 2023

te: FY 2023 FINANCIAL ANALYSIS

Period 06 - December 2022

NOTE 1: Cash Balance Review

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$1,522,465	\$1,501,439
	\$1,522,465	\$1,501,439

Areas to Monitor:

RED:

YELLOW:

GREEN:

Partial Carry Forward to FY23 completed July 1.

Year-End Carry Forward to FY23 completed August 31.

FY24 Budget submitted to DOM September 29.

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

General Fund

9397

Sub Unit Blank **Board of Eduational Examiners** Appropriation: WZ9

FY 2023

																		End of Year		of	Percent of
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	ОСТ	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	Forecast	Annual Budget	Budget	Budget Forecasted
		Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date	EOY
	Balance Brought Forward from Prior Year Balance Carried Forward to Next Year	100,000	1,334,767	-										(100,000)	(1,401,439)		1,434,767	1,434,767 (1,501,439)	1,318,052 (1,217,121)		
Revenue Collec	cted																				
234	Gov Transfer In Other Agencies	-	_	6,480	-	-	_	_	-	-	_	_	-	_	-	_	6,480	6,480	5,000	130%	130%
401	Fees, Licenses & Permits	182,210	251,971	133,519	129,308	146,325	116,068	149,617	131,468	142,827	132,575	185,239	234,240	_	-	_	959,401	1,935,367	1,969,312	49%	98%
704	Other	58,735	79,675	74,390	57,195	59,250	47,235	57,021	48,517	52,854	46,798	51,529	56,728	-	-	-	376,480	689,928	635,000	59%	109%
Total Revenues	s:	340,945	1,666,413	214,388	186,503	205,575	163,303	206,639	179,985	195,682	179,373	236,768	290,968	(100,000)	(1,401,439)	-	2,777,128	2,565,103	2,710,244	102%	95%
Expenditures																					
101	Personal Services	80,049	125,769	125,823	125,754	198,103	107,166	127,404	126,112	126,112	126,112	181,488	126,112	48,585	-	-	762,665	1,624,590	1,629,632	47%	100%
202	In State Travel	-	805	1,889	2,092	466	1,652	2,000	1,000	2,000	1,300	2,000	2,000	2,500	-	-	6,903	19,703	20,000	35%	99%
205	Out Of State Travel	-	2,195	-	186	158	1,644	2,500	1,000	1,500	2,000	2,000	4,000	2,500	-	-	4,182	19,682	20,000	21%	98%
301	Office Supplies	164	6,000	391	209	67	441	-	500	500	750	5,000	500	(4,500)	-	-	7,270	10,020	10,350	70%	97%
302	Facility Maintenance Supplies	-	-	-	-	-	-	-	300	-	100	100	-	500			-	1,000	1,500	0%	67%
308	Other Supplies	-	-	-	-	-	-	-	-	-	-	-	200				-	200	400	0%	50%
309	Printing & Binding	-	228	1,420	104	-		200	300	600	200		200	100	-	-	1,752	3,352	3,500	50%	96%
311	Food	-		18	33		48	100		200		200		200	-	-	99	799	1,000	10%	80%
313	Postage	-	1,045	1,482	1,323	1,062	824	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	-	5,736	12,736	12,000	48%	106%
401	Communications	-	1,614	1,614	1,613	1,612	1,614	1,650	1,650	1,650	1,750	1,650	1,650	1,650	-	-	8,068	19,718	20,000	40%	99%
402	Rentals	4,917	4,917	5,017	5,222	4,917	5,017	5,250	5,250	5,750	7,250	6,250	8,420	250	-	-	30,005	68,425	69,750	43%	98%
403	Utilities	182	187	178	137	217	299	350	350	350	350	350	300	300			1,201	3,551	4,000	30%	89%
405	Prof & Scientific Services	-	-	495	350	-	345	500	500	500	500	500	500	500	-	-	1,191	4,691	6,000	20%	78%
406	Outside Services	333	333	333	561	657	346	500	500	600	10,500	20,500	10,500	500	-	-	2,564	46,164	46,200	6%	100%
408 409	Advertising & Publicity Outside Repairs/Service	-	-	-	-	-	92	-	-	50	-	-	50 500	-	-	-	92	192 500	200 1.000	46% 0%	96% 50%
414		-	3,434	2,523	3.605	2,601	2,026	2.900	2.900	2,900	3,000	2.900	2,900	2.900	-	-	14.189	34.589	35,000	41%	99%
414	Reimbursements To Other Agency ITD Reimbursements	-	173,582	2,523	2,714	2,340	2,026	2,900	2,900	3,000	3,000	3,500	3,000	3.000	-	-	183,696	204,796	270,000	68%	76%
418	IT Outside Services	-	4,558	3,450	6.913	2,340	2,365 3.850	1,500	1,500	1,500	1,500	1,500	1,500	1.500		-	20.901	31,401	18.000	116%	174%
432	Attorney General Reimbursement	-	-,550	9.183	4,586	4,587	6,422	4,585	4.585	4.585	4,585	4.585	4.585	4.585	-		24,778	56,873	50,500	49%	113%
434	Gov Transfer Other Agencies	-	26,409	42,223	32,800	23,090	27,546	24,000	30,000	29,000	30,000	32,000	25,000	25,000	-		152,068	347,068	330,000	46%	105%
502	Office Equipment		20,403	42,223	52,000	23,030	27,540	24,000	30,000	29,000	50,000	52,000	25,000	25,000			132,000	347,000	250	0%	0%
503	Equipment-Non Inventory	_	_	-	_	-	_	_	_	1,000	-	_	_	1,000	_	_	_	2,000	4,000	0%	50%
510	IT Equipment & Software	8.386	1,453	_	_	_	_	_	2,000	- 1,000	1,500	_		(1,500)	_	_	9,839	11,839	15,000	66%	79%
602	Other Expenses & Obligations	-	-,	4,343	5.564	3,058	3,308	3,250	3,250	3.500	3,250	3,250	3,500	3,250	_	_	16,273	39,523	40,000	41%	99%
702	Fees	_	_	,0.0		-	-	-	-	-	-	-	-	0,200			.0,2.0	-	30	0%	0%
705	Refunds-Other	-	160	405	330	295	-	-	-	250	-	-	250	-	-	-	1,190	1,690	1,000	119%	169%
Total Expendit	ures:	94,031	352,689	203,481	194,096	245,361	165,005	180,489	185,497	186,547	198,647	268,773	196,667	93,820	-		1,254,663	2,565,103	2,609,311	48%	98%
Current Month Cash Balance	Operations	246,915 246,915	1,313,724 1,560,639	10,908 1,571,547	(7,593) 1,563,953	(39,786) 1,524,168	(1,703) 1,522,465	26,149 1,548,614	(5,512) 1,543,102	9,135 1,552,237	(19,274) 1,532,963	(32,005) 1,500,958	94,301 1,595,259	(193,820) 1,401,439	(1,401,439) (0)	- (0	1,522,465)	(0)	100,933 100,933		

FOOTNOTES

Revenues

234 Gov Transfer In Other Agencies - Includes WebSpec Reimbursement.

Expenditures 101

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

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

Out of State Travel - December expense includes lodging for a NASDTEC event for C Dennis & N Proesch, travel expense for a PESBA event for M Cavin, and travel expense for a conference in Omaha, NE for N Proesch.

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.

406 414 Outside Services - Includes the office cleaning service. Forecast includes cost for a Professional Practices update & migration to the Salesforce system.

Reimbursements to Other Agencies - DAS services.

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

432 Attorney General Reimbursement - December expense includes travel expenses for a Boise trip for K Traynor.

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

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

Job Class	Board Members
133116 14000	Kristen M Rickey
105263 14000	Timothy I McKinney
130062 14000	Anthony D Voss
105264 14000	Timothy W Bower
105265 14000	Erin K Schoening
139188 14000	Eric A St Clair DOE
105266 14000	Rhonda McRina
139184 14000	Pam Bleam
139189 14000	Vacant
133381 14000	Chad W Janzen
105267 14000	Kathy J Behrens
105268 14000	David A Harper

Job Class		Employee Name	9397
05254 00018	Clerk-Specialist	Jessica L Kurtz	1.00
05255 00018	Clerk-Specialist	Sharon S Jensen	1.00
05256 00018	Clerk-Specialist	Danielle N Brookes	1.00
42330 00018	Clerk-Specialist	Meredith Hawk	1.00
05257 00121	Info Tech Specialist 4	Jeff S Debruin	1.00
05258 00697	Investigator 3	Cynthia D Dennis	1.00
0705-801	Admin Intern	vacant	0.00
05259 01071	Education Program Consultant	Steven C Mitchell	1.00
39183 01071	Education Program Consultant	vacant (Cavin)	0.00
05260 01071	Education Program Consultant	Gregory S Horstman	1.00
44601 01071	Education Program Consultant	Geri Mcmahon	1.00
05262 01071	Education Program Consultant	David D Wempen	1.00
05269 31038	Executive Director/BOEE	Michael D Cavin	1.00
05270 31513	Admin Consultant	Joanne K Tubbs	1.00
44600 00645	Attorney 3	Nicole Proesch	1.00
05272 95002	Secretary 3	Kimberly K Cunningham _	1.00
		Total Budgeted FTEs _	14.00
		-	

EDas Customer Number: 1100

Percent of Year Complete 50%

Fund: 0001 General Fund

Unit 9397 Sub Unit Blank Appropriation: WZ9

priation: WZ9 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	Actual	Actual	Actual	Forecast	Actual								
	Appropriation																
	BBF																
Revenue Collected																	
234	Gov Transfer In Other Agencies	0	0	6,480	0	0	0	0	0	0	0	0	0	0	0	0	6,480
401	Licensure Fees	182,210	251,971	133,519	129,308	146,325	116,068	0	0	0	0	0	0	0	0	0	959,401
704	DCI Check Fees	58,735	79,675	74,390	57,195	59,250	47,235	0	0	0	0	0	0	0	0	0	376,480
Total Revenues:		240,945	331,646	214,388	186,503	205,575	163,303	-	-	-	-	-	-	-	-	-	1,342,361
234 Gen Fund	Licensure Fees % - Other Agcy			21													21
401 Gen Fund	Licensure Fees	57,934	80,056	42,561	41,151	46,495	36,871										305,069
Total General Fund	d	57,934	80,056	42,583	41,151	46,495	36,871	0	0	0	0	0	0	0	0	0	305,090
Total Receipts		298,879	411,702	256,971	227,654	252,070	200,174	-	-	-	-	-	-	-	-	-	1,647,451

13%

YTD vs Prior Year

7%

12%

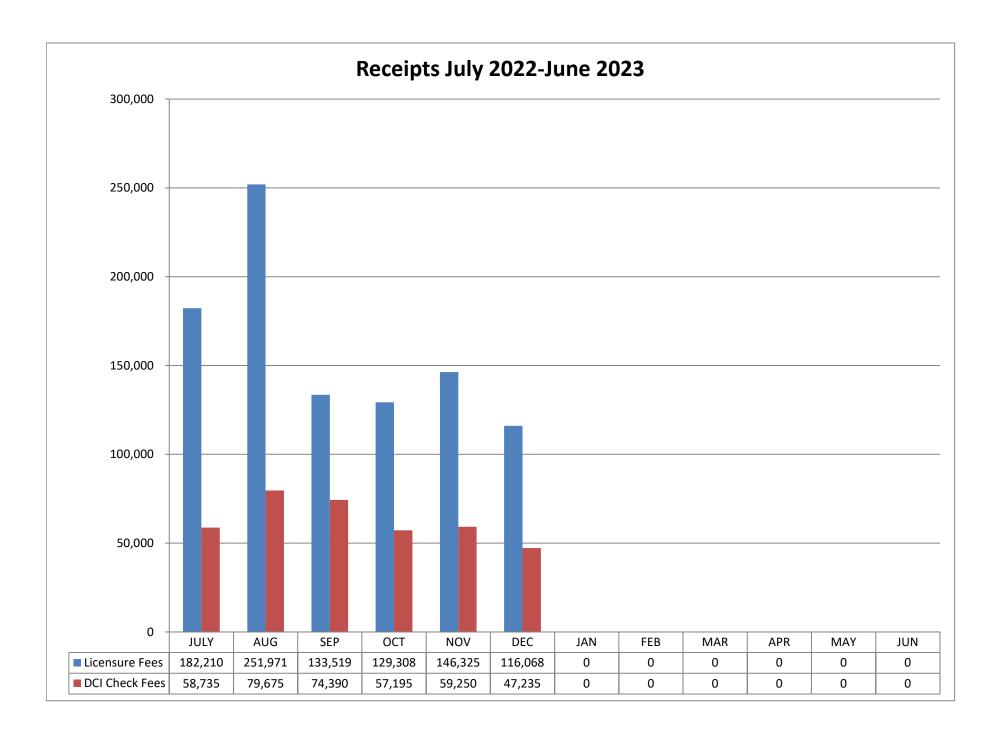
17%

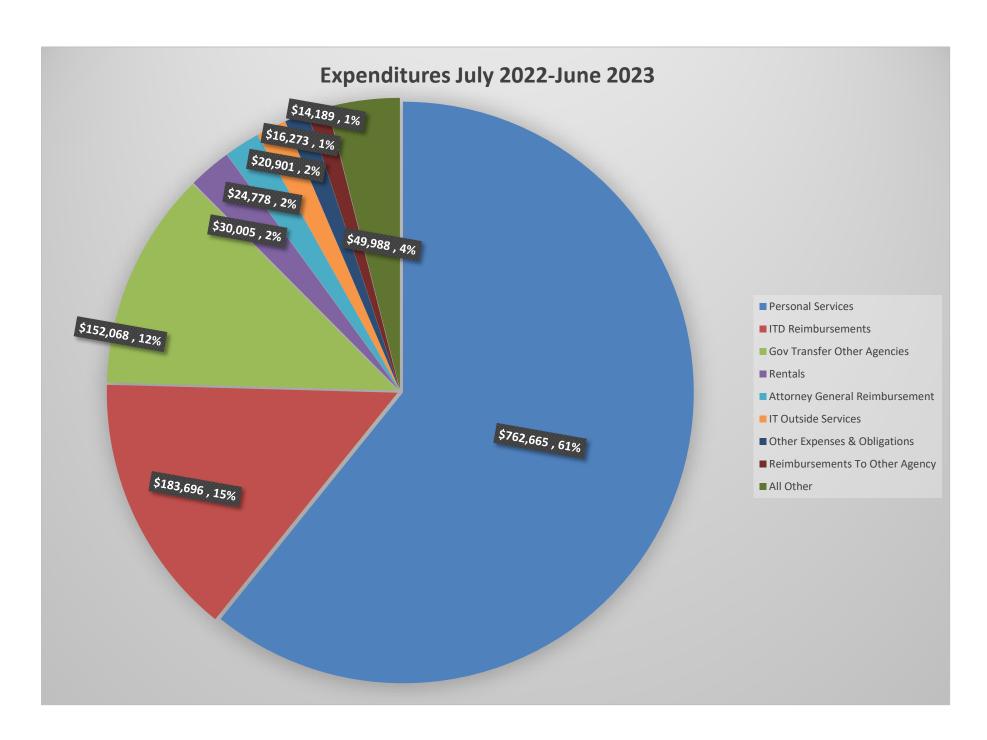
16%

15%

Note -General Fund 0001-996-2820

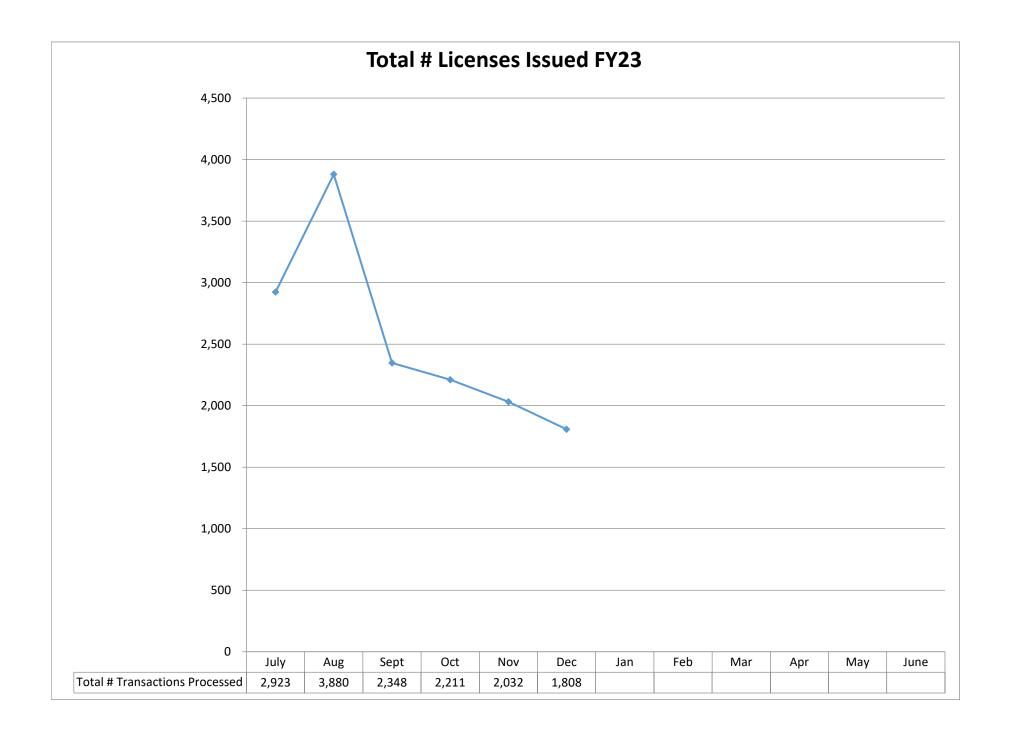
Prior Year																	
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD
-		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Revenue Collected	Appropriation BBF																
234	Gov Transfer In Other Agencies	0	0	139	724	0	0	1,364	0	0	0	0	0	0	0	0	2,226
401	Licensure Fees	173,645	220,325	116,441	121,618	129,021	116,677	154,249	138,207	151,056	134,639	194,287	232,402	0	0	0	1,882,566
704	DCI Check Fees	49,240	63,275	40,345	44,605	55,880	48,885	59,980	52,860	59,430	50,397	57,282	58,580	0	0	0	640,759
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	d	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

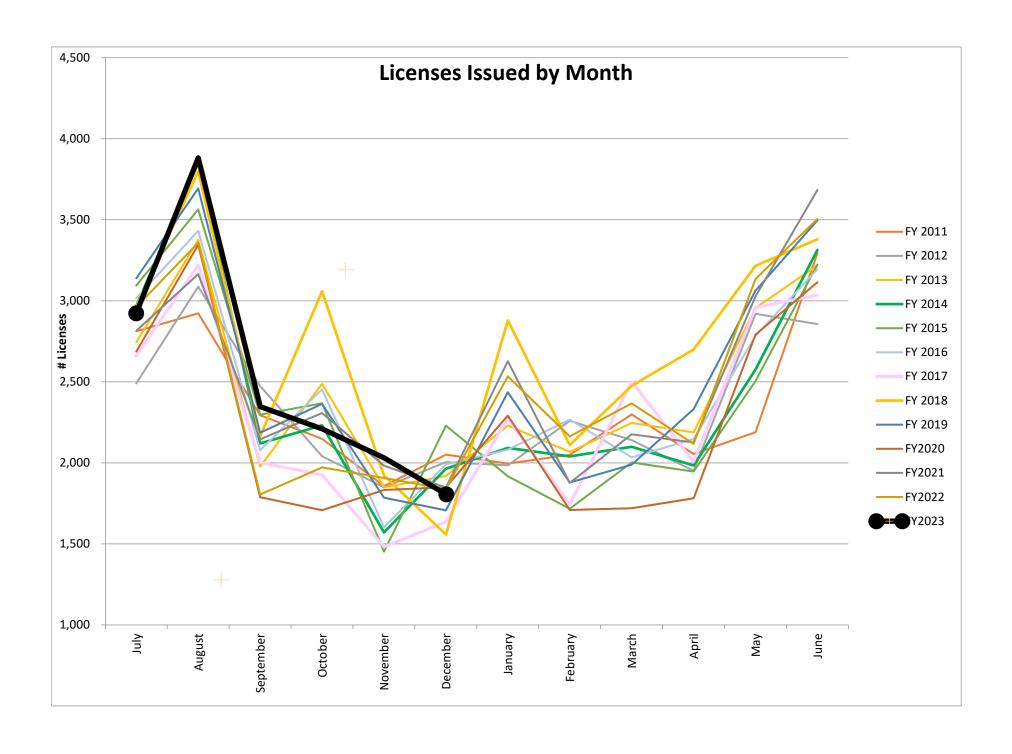




Obligations vs. Budget Report Budget Fiscal Year: 2023

				Total			Percent of
		Actual EV		Total	FY 23	Dudget	Budget
		Actual FY To-Date	Encumbered	Obligations FY-To-Date	Budget	Budget Balance	Received
D		10-Date	Effcullibeleu	FT-TU-Date	Buugei	Dalance	/Spent
Resol	urces -	4 404 767		4 404 767	4 240 052		
	Balance Forward	1,434,767		1,434,767	1,318,052		
234	Gov Transfer In Other Agencies	6,480		6,480	5,000		
401	Fees, Licenses & Permits	959,401		959,401	1,969,312		
704	Other	376,480		376,480	635,000		
	Total Resources	\$2,777,128	\$0	\$2,777,128	\$3,927,365		
	(Total Revenues)	\$1,342,361	\$0	\$1,342,361	\$2,609,313	\$1,266,952	51%
Expe	nditures -						
101	Personal Services	762,665		762,665	1,629,632	866,967	47%
202	In State Travel	6,903		6,903	20,000	13,097	35%
205	Out Of State Travel	4,182		4,182	20,000	15,818	21%
301	Office Supplies	7,270		7,270	10,350	3,080	70%
302	Facility Maintenance Supplies	0		0	1,500	0	0%
308	Other Supplies	0		0	400	400	0%
309	Printing & Binding	1,752		1,752	3,500	1,748	50%
313	Postage	5,736		5,736	12,000	6,264	48%
401	Communications	8,068		8,068	20,000	11,932	40%
402	Rentals	30,005		30,005	69,750	39,745	43%
403	Utilities	1,201		1,201	4,000	2,799	30%
405	Prof & Scientific Services	1,191		1,191	6,000	4,809	20%
406	Outside Services	2,564		2,564	46,200	43,636	6%
408	Advertising & Publicity	92		92	200	107	46%
409	Outside Repairs/Service	0		0	1,000	1,000	0%
414	Reimbursements To Other Agency	14,189		14,189	35,000	20,811	41%
416	ITD Reimbursements	183,696		183,696	270,000	86,304	68%
418	IT Outside Services	20,901		20,901	18,000	(2,901)	
432	Attorney General Reimbursement	24,778		24,778	50,500	25,721	49%
434	Gov Transfer Other Agencies	152,068		152,068	330,000	177,931	46%
502	Office Equipment	0		0	250	250	0%
	Equipment-Non Inventory	0 000		0 000	4,000	4,000 5 161	0%
	IT Equipment & Software	9,839		9,839	15,000	5,161	66%
602	Other Expenses & Obligations	16,273		16,273	40,000	23,727	41%
702 705	Fees Refunds-Other	0 1,190		0 1,190	30 1,000	30 (190)	0% 119%
703	Total Expenditures	\$1,254,564	\$0	\$1,254,564	\$2,608,311	\$1,352,247	
	τοιαι Ελρεπαιίατες	ψ1,204,004	φυ	ψ1,204,004	ψ∠,000,311	ψ1,002,247	48%
	CY Revenue Less Expenditures	\$87,797	- :				
	Estimated Carry Forward	\$1,522,564	- :				





Number of Licenses Issued by Month

	July	August	September	October	November	December	January	February	March	April	Мау	onne	Total number of Licenses Issued
FY 2023	2,923	3,880	2,348	2,211	2,032	1,808							15,202
Running Total	2,923	6,803	9,151	11,362	13,394	15,202	15,202	15,202	15,202	15,202	15,202	15,202	
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	
FY 2020 Running Total	2,687 2,687	3,346 6,033	1,788 7,821	1,708 9,529	1,833 11,362	1,850 13,212	2,292 15,504	1,709 17,213	1,720 18,933	1,781 20,714	2,791 23,505	3,114 26,619	26,619
FY 2019 Running Total	3,139 3,139	3,694 6,833	2,186 9,019	2,364 11,383	1,785 13,168	1,707 14,875	2,436 17,311	1,879 19,190	1,989 21,179	2,331 23,510	3,063 26,573	3,496 30,069	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 Running Total	3,017 3,017	3,432 6.449	2,078 8,527	2,454 10,981	1,603 12,584	1,991 14,575	2,082 16,657	2,267 18,924	2,034 20,958	2,147 23,105	2,783 25,888	3,195 29,083	29,083
		.,			<u> </u>	, ,					, ,	,	
FY 2015 Actual Running Total	3,095 3,095	3,564 6,659	2,297 8,956	2,368 11,324	1,452 12,776	2,230 15,006	1,918 16,924	1,717 18,641	2,003 20,644	1,946 22,590	2,505 25,095	3,224 28,319	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 Running Total	2,744 2,744	3,375 6,119	1,978 8,097	2,488 10,585	1,849 12,434	1,920 14,354	2,231 16,585	2,068 18,653	2,246 20,899	2,188 23,087	2,956 26,043	3,219 29,262	29,262
FY 2012 Actual	2,490	3,087	2,475	2,041	1,849	2,005	1,985	2,259	2,141	1,951	2,920	2,857	28,060
Running Total	2,490	5,577	8,052	10,093	11,942	13,947	15,932	18,191	20,332	22,283	25,203	28,060	,
FY 2011 Actual Running Total	2,812 2,812	2,923 5,735	2,294 8,029	2,149 10,178	1,857 12,035	2,051 14,086	1,996 16,082	2,050 18,132	2,299 20,431	2,055 22,486	2,189 24,675	3,293 27,968	27,968
FY 2010 Actual	2,804	2,899	2,626	2,210	1,842	1,944	1,843	2,321	2,158	2,037	2,211	2,976	27,871
Running Total	2,804	5,703	8,329	10,539	12,381	14,325	16,168	18,489	20,647	22,684	24,895	27,871	,

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Extension - Final Extension of Intial Teacher (not meeting leaching dandwide)														
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New - Conditional Licensee Ciscus 8 - Teacher Special Education														
Now - Conditional Expenses: Executive Director Designal - Spocial Education	New - Conditional License: Class B - Teacher General Education	74												
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New - First Internal and Technical Authorization 1	0 1													
New - First Loran Fundaministrator License (Out of State Propension) 14 7 2 6 5 7		32	61		15									
New - First Class G License (course injurishment of Machine State (see - 1997) New - First Class G License (course injurishment) needed - Out of State only) New - First Class G License (course injurishment) needed - Out of State only) New - First Class G License (course injurishment) needed - Out of State only) New - First Class G License (course injurishment) needed - Out of State only) New - First Class G License (course injurishment) needed - Out of State only) New - First Lock Authorization New - First Lock Authorization New - First Intern School Psychologist New - First Intern School Psychologist New - First Lova State International Class G License (oval Institution) New - First Lova State International Class G License (oval Institution) New - First Lova State International Class G License (oval Institution) New - First Lova State International Class G License (oval Institution) New - First Lova State International Class G License (oval Institution) New - First Lova Teaching License (Out of Country Step 2 - Transcript Eval) New - First Lova Teaching License (Out of Country Step 2 - Transcript Eval) New - First Lova Teaching License (Out of Country Step 2 - Transcript Eval) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching License (Out of State Institution) New - First Lova Teaching														
New - First Career and Teaching Internals presented - Out of State only)	New - First Administrator License (Out of State Preparation)	14												
Now - First Class G License (courseling eternship needed - Out of State only) 2 5 1 2 1 2 1 1 1 1 1 1		2			4									
New - First Coaching Authorization (in leu of a coaching on a leaching license) 224 24 28 22 28 22 29 20 20 20 20 20 20		13	16	3	1	3								
Now - First Evaluator License (do not use if applying forhold admin. Icense)	New - First Class G License (counseling internship needed - Out of State only)	2	5	1		1	2							11
New - First IMO Authorization	New - First Coaching Authorization (in lieu of a coaching on a teaching license)	224	243	156	206	150	129							1,108
New - First Intern School Psychologist 1	New - First Evaluator License (do not use if applying for/hold admin. license)	2	4	2	8	2	2							20
New - First lawa Administrator License (lowa Institution)	New - First iJAG Authorization	11	7	5	6		2							31
Now - First lows Substitute License (Duds Validexpred lows teaching license) Now - First lows Substitute License (Dud of State is not seeking teaching license) Now - First lows Teaching Counseling or Class G license (lows Institution) Now - First lows Teaching License (Out of Country Stap 2 Transcript Eval) Now - First lows Teaching License (Out of Country Stap 2 Transcript Eval) Now - First lows Teaching License (Out of Country Stap 2 Transcript Eval) Now - First lows Teaching License (Out of Country Stap 2 Transcript Eval) Now - First lows Teaching License (Out of State Institution) Now - First Native Language Speaker Authorization Now - First Podessional Service Counsel (Out of State Institution) Now - First Podessional Service Counsel (Out of State Institution) Now - First Podessional Service Counseling SIP School Pay etc (Out of State) Now - First School Business Official Authorization Temporary or Infield SSO Now - First School Business Official Authorization Temporary or Infield SSO Now - First School Business Official Authorization Temporary or Infield SSO Now - First Statement of Professional Recognition - School Nurse Now - First Statement of Professional Recognition - School Nurse Now - First Statement of Professional Recognition - School Nurse Now - First Teacher Internse (Iowae Preparation Only) Now - First Teacher Internse (Iowa	New - First Intern School Psychologist	2												2
New - First lows Gubsthule License (Out of State is not seeking leaching license) 13 25 11 10 11 11 11 11 11 1	New - First Iowa Administrator License (Iowa Institution)	8	38	20	11	9	12							98
New - First Iowa Teaching Counseling or Class Glicense (lowa Institution)	New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	41	93	60	56	41	21							312
Now-First lowa Teaching License (Out of Country Step 1 Transcript Eval)	New - First Iowa Substitute License (Out of State is not seeking teaching license)	13	25	11	10	11	11							81
New - First Jova Teaching License (Out of Country Step 2 - "Processing")	New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	146	98	177	327	147	289							1,184
New - First Lowar Teaching License (Out of State Institution)	New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	0	0	0	0	0	0							0
New First Native Language Speaker Authorization 5 3	New - First Iowa Teaching License (Out of Country Step 2 "Processing")	1	3	1		2	1							8
New - First Schedulation and Mobility License	New - First Iowa Teaching License (Out of State Institution)	147	87	35	38	28	19							354
New - First Paraeducator Certificate 27 103 442 49 56 27	New - First Native Language Speaker Authorization	5	3				1							9
New - First Profise Suc License: Counsell (Out of State Institution)	New - First Orientation and Mobility License													0
New - First Professional Service Counseling SLP School Psy etc (Out of State) 6 9 1 0 1 0 1 1 1 1 1 1	New - First Paraeducator Certificate	27	103	442	49	56	27							704
New - First SAM Authorization	New - First Prof Svc License: Counsel (Out of State Institution)	6	4	2	1	1	2							16
New - First Statement of Professional Recognition - Other 22 33 17 21 10 4 10 107	New - First Professional Service Counseling SLP School Psy etc (Out of State)	6	9		1	0	1							17
New - First Statement of Professional Recognition - Other 22 33 17 21 10 4	New - First SAM Authorization	6	1		1	3								11
New - First Statement of Professional Recognition - School Nurse 4 10 6 1 2 1	New - First School Business Official Authorization: Temporary or Initial SBO	3	1	2	8									14
New - First Substitute Authorization (have not completed teacher prep program) 168	New - First Statement of Professional Recognition - Other	22	33	17	21	10	4							107
New - International Exchange Teaching License: Teachers from Spain 14 14 15 15 14 18 18 18 18 18 18 18						2	1							
New - International Exchange Teaching License: Teachers from Spain 14		168	417	257	225	280	229							1,576
New - Preservice Substitute Authorization		13	37	2	3	1	8							64
New - Temporary Initial license (lowa grad only)	New - International Exchange Teaching License: Teachers from Spain		14											14
New - Transitional Coaching Authorization (has not completed coaching auth) 13 26 3 14 12 5	New - Preservice Substitute Authorization				2	1								3
Renew - Behind the Wheel	New - Temporary Initial license (Iowa grad only)	1												1
Renew Activities Administrator/Evaluator License	New - Transitional Coaching Authorization (has not completed coaching auth)	13	26	3	14	12	5							73
Renew - Administrator/Evaluator License	Renew - Behind the Wheel	4	6	4	10	21	39							84
Renew - Coaching Authorization		1												1
Renew - iJAG Authorization	Renew - Administrator/Evaluator License	34	37	25	24	20	34							174
Renew - Initial Admin 10	Renew - Coaching Authorization	111	190	95	144	126	87							753
Renew - Initial Teacher Initial Admin or Initial Professional Service License	Renew - iJAG Authorization			1	1									2
Renew - Para Certification	Renew - Initial Admin	10	4	4	3		1							22
Renew - School Administrator Manager (Initial or Full SAM)	Renew - Initial Teacher Initial Admin or Initial Professional Service License	59	50	5	18	12	7							151
Renew - School Business Authorization (Full SBO) 2	Renew - Para Certification	15	18	21	9	9	10							82
Renew - Standard Master Professional Service Career and Technical or OM	Renew - School Administrator Manager (Initial or Full SAM)	1	1											2
Renew - Statement of Professional Recognition 18 39 32 24 34 16 163 Renew - Substitute Authorization 31 46 33 23 25 16 174 Renew - Substitute License or Substitute Authorization 61 93 44 45 34 25 18 302 Transcript Analysis Fee 269 204 86 90 68 70 18 787 Other Printed Copy of License 12 11 3 5 8 3 18 42 Misc Fee/Overpayment 1 3 3 4 3 18 3 14 14 Late Fee (Indorsed/Expired) 83 94 49 56 85 17 18 384 Late Fee (No License) 18 18 19 18 19 18 19	Renew - School Business Authorization (Full SBO)	2	4	3	6	3	3							21
Renew - Substitute Authorization 31 46 33 23 25 16 174	Renew - Standard Master Professional Service Career and Technical or OM	657	804	454	471	509	431							3,326
Renew - Substitute License or Substitute Authorization 61 93 44 45 34 25 302 302 302 303 304 305														
Renew - Substitute License or Substitute Authorization 61 93 44 45 34 25 302 302 302 303 304 305	Renew - Substitute Authorization	31	46	33	23	25	16							174
Transcript Analysis Fee 269 204 86 90 68 70 58 787 Other Printed Copy of License 12 11 3 5 8 3 5 8 3 5 8 3 6 42 42 42 42 42 42 42 42 43 6 6 6 14 43 6 6 7 7 7 7 7 14 42	Renew - Substitute License or Substitute Authorization													
Other Printed Copy of License 12 11 3 5 8 3 42 Misc Fee/Overpayment 1 3 3 4 3 14 Late Fee (Endorsed/Expired) 83 94 49 56 85 17 384 Late Fee (No License) 5 5 5 5 17 5 5 0 Military Discount 5 5 7 5 5 0 0 0 Convenience Fee 2,873 3,840 1,968 2,188 2,080 1,807 5 14,756 Background Renewal 1,260 1,549 825 872 910 747 5 6,163 Background 652 861 929 697 547 546 546 4,232	Transcript Analysis Fee	269	204	86	90	68	70							787
Misc Fee/Overpayment 1 3 3 4 3 1 14 Late Fee (Endorsed/Expired) 83 94 49 56 85 17 1 384 Late Fee (No License) 5 5 5 5 17 5 5 18 1 1 384 1 1 384 1 1 1 1 384 1	Other Printed Copy of License													
Late Fee (Endorsed/Expired) 83 94 49 56 85 17 9 384 Late Fee (No License) 83 94 49 56 85 17 9 9 Military Discount 9 9 9 9 9 1,807 9 14,756 Convenience Fee 2,873 3,840 1,968 2,188 2,080 1,807 9 14,756 Background Renewal 1,260 1,549 825 872 910 747 9 6,163 Background 652 861 929 697 547 546 9 4,232														
Late Fee (No License) Solution (No Lice	Late Fee (Endorsed/Expired)	83	94	49	56	85	17							384
Military Discount Section of the properties	Late Fee (No License)													
Background Renewal 1,260 1,549 825 872 910 747 6,163 Background 652 861 929 697 547 546 4,232														0
Background Renewal 1,260 1,549 825 872 910 747 6,163 Background 652 861 929 697 547 546 4,232	Convenience Fee	2,873	3,840	1,968	2,188	2,080	1,807							14,756
Background 652 861 929 697 547 546 4,232	Background Renewal													_
														_
	Total # Transactions Processed	2,923					1,808	0	0	0	0	0	0	15,202

FY2023 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)		\$ 200	\$ 100	\$ 100	\$ 200	\$ 100							\$ 700
Add - Add Administrator Endorsement (Out of State Institution)	\$ -			\$ -		\$ 50							\$ 50
Add - Add Concentration Para	\$ 375	\$ 575	\$ 425	\$ 175	\$ 175	\$ 250							\$ 1,975
Add - Add Teaching Endorsement (Iowa institution will be recommendatation)	\$ 3,300	\$ 5,300	\$ 1,100	\$ 1,100	\$ 1,350	\$ 3,100							\$ 15,250
Add - Add Teaching Endorsement (state min. requirements or non-lowa institution)	\$ 2,900	\$ 3,600	\$ 1,400	\$ 1,250	\$ 900	\$ 1,250							\$ 11,300
Convert - Exchange to a Full License Convert - Exchange to a Full License (Reciprocity Only)	\$ 1,190	\$ 2,040	\$ 425	\$ 765	\$ 850	\$ 765							\$ 6,035
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	\$ 340 \$ 85	\$ 510 \$ 255		\$ 255 \$ 255	\$ 340	\$ 340 \$ 85							\$ 2,040
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth. Convert - Initial School Administrative Manager to Full SAM	\$ 65	\$ 255	\$ 170	\$ 255	\$ 170	\$ 85							\$ 1,020 \$ -
Convert - Standard to Master Educator	\$ 7.395	\$ 10,710	\$ 6,885	\$ 5,355	\$ 6,035	\$ 4,420						1	\$ 40,800
Convert - Temporary or Initial School Business Official to next SBO level	\$ 7,393	\$ 10,710	\$ 255		\$ 6,035	\$ 4,420						+	
Convert Initial Administrator to Professional Administrator	\$ 1,020	\$ 765	\$ 200	\$ 170	\$ 170	\$ 85						1	\$ 850 \$ 2,040
Convert Initial Teacher/PSL to Standard/PSL	\$ 11,475	\$ 7,480	\$ 935	\$ 1,360	\$ 1,700	\$ 850							\$ 23,800
Extension - Extension of Class A Class B or Admin Exchange License	\$ 4,050	\$ 5,400	\$ 600	\$ 1,650	\$ 2,850	\$ 600							\$ 15,150
Extension - Extension of Coaching Authorization	\$ 960	\$ 2,880		\$ 1,000	\$ 1,640	\$ 560							\$ 8,280
Extension - Extension of Coaching Authorization (not coaching)	\$ 170	\$ 425		\$ 425	\$ 765	\$ 170							\$ 2,465
Extension - Extension of I dil / Admin/Eddon (Not odderling) Extension - Extension of Initial Teacher/Admin (experience met within one year)	\$ 300	\$ 200	\$ 25	\$ 100	\$ 700	\$ 75							\$ 750
Extension - Extension of Mindal Teacher/Admin (experience met within one year) Extension - Extension of Standard Master Prof Admin or Auth (not coach)	\$ 6,885	\$ 11,900	\$ 5,270	\$ 6,035	\$ 6,120	\$ 4,505							\$ 40,715
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	\$ 170		ψ 0,210	φ 0,000	ψ 0,120	Ψ +,000							\$ 425
New - Conditional License: Class B - Administrator	\$ 850	\$ 1,020	¢ -	\$ -	\$ 85								\$ 1,955
New - Conditional License: Class B - Teacher General Education	\$ 6,295	\$ 14,025	\$ 2,210	\$ 2,720	\$ 4,250	\$ 1,275							\$ 30,775
New - Conditional License: Class B - Teacher Special Education	\$ 5,865	\$ 7,480	\$ 1,700	\$ 1,445	\$ 1,275	\$ 765							\$ 18,530
New - Conditional License: Executive Director Design - Special Education	\$ 2,040	\$ 3,825	\$ 340	\$ 255	\$ 935	\$ 425							\$ 7,820
New - Executive Director Decision License	\$ 2,720	\$ 5,185	\$ 1,020	\$ 1,275	\$ 1,020	\$ 425							\$ 11,645
New - First Activities Administrator Authorization		.,	\$ 85	,	\$ 85	\$ 85							\$ 255
New - First Administrator License (Out of State Preparation)	\$ 1,190	\$ 595	\$ 170	\$ 510	\$ 425	\$ 595							\$ 3,485
New - First Behind the Wheel Driving Instructor Authorization	\$ 80	\$ 120	\$ 200	\$ 160	\$ 240	\$ 200							\$ 1,000
New - First Career and Technical Authorization	\$ 1,105	\$ 1,360	\$ 255	\$ 85	\$ 255	\$ 170							\$ 3,230
New - First Class G License (counseling internship needed - Out of State only)	\$ 170	\$ 425	\$ 85		\$ 85	\$ 170							\$ 935
New - First Coaching Authorization (in lieu of a coaching on a teaching license)	\$ 19,040	\$ 20,645	\$ 13,200	\$ 17,510	\$ 12,750	\$ 10,965							\$ 94,110
New - First Evaluator License (do not use if applying for/hold admin. license)	\$ 170	\$ 340	\$ 170	\$ 680	\$ 110	\$ 170							\$ 1,640
New - First iJAG Authorization	\$ 935	\$ 595	\$ 425	\$ 510		\$ 170							\$ 2,635
New - First Intern School Psychologist	\$ 170												\$ 170
New - First Iowa Administrator License (Iowa Institution)	\$ 680	\$ 3,230	\$ 1,700	\$ 935	\$ 765	\$ 1,020							\$ 8,330
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	\$ 3,485	\$ 7,905		\$ 4,760	\$ 3,485	\$ 1,785							\$ 26,520
New - First Iowa Substitute License (Out of State is not seeking teaching license)	\$ 1,105	\$ 2,125	\$ 935	\$ 850	\$ 935	\$ 935							\$ 6,885
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	\$ 12,410	\$ 8,330	\$ 15,045	\$ 27,795	\$ 12,495	\$ 24,565							\$ 100,640
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	\$ 85	\$ 255	\$ 25		\$ 170	\$ 85							\$ 620
New - First Iowa Teaching License (Out of State Institution)	\$ 12,495	\$ 7,395	\$ 2,975	\$ 3,230	\$ 2,380	\$ 1,615							\$ 30,090
New - First Native Language Speaker Authorization	\$ 425	\$ 255				\$ 85							\$ 765
New - First Orientation and Mobility License													\$ -
New - First Paraeducator Certificate	\$ 1,080	\$ 4,120	\$ 17,680	\$ 1,960	\$ 2,240	\$ 1,080							\$ 28,160
New - First Prof Svc License: Counsel (Out of State Institution)	\$ 510	\$ 340	\$ 170	\$ 85	\$ 85	\$ 170							\$ 1,360
New - First Professional Service Counseling SLP School Psy etc (Out of State)	\$ 510	\$ 765		\$ 85	\$ -	\$ 85							\$ 1,445
New - First SAM Authorization	\$ 510	\$ 85		\$ 85	\$ 255								\$ 935
New - First School Business Official Authorization: Temporary or Initial SBO	\$ 255	\$ 85		\$ 680									\$ 1,190
New - First Statement of Professional Recognition - Other	\$ 1,870	\$ 2,805	\$ 1,445	\$ 1,785	\$ 850	\$ 340							\$ 9,095
New - First Statement of Professional Recognition - School Nurse	\$ 340	\$ 850	\$ 510	\$ 85	\$ 170	\$ 85							\$ 2,040
New - First Substitute Authorization (have not completed teacher prep program)	\$ 14,280	\$ 35,445			\$ 23,800	\$ 19,465							\$ 133,960
New - First Teacher Intern License (Iowa Preparation Only)	\$ 1,105	\$ 3,145	\$ 170	\$ 255	\$ 85	\$ 680							\$ 5,440
New - International Exchange Teaching License: Teachers from Spain		\$ 1,190											\$ 1,190
New - Preservice Substitute Authorization				\$ 170	\$ 85								\$ 255
New - Temporary Initial license (Iowa grad only)	\$ 85												\$ 85
New - Transitional Coaching Authorization (has not completed coaching auth)	\$ 1,105	\$ 2,210	\$ 255	\$ 1,190	\$ 1,020	\$ 425							\$ 6,205
Renew - Behind the Wheel	\$ 160	\$ 240	\$ 160	\$ 400	\$ 840	\$ 1,560						ļ	\$ 3,360
Renew Activities Administrator Authorization	\$ 85											ļ	L
Renew - Administrator/Evaluator License	\$ 2,890	\$ 3,145	\$ 2,125	\$ 2,040	\$ 1,700	\$ 2,890						ļ	\$ 14,790
Renew - Coaching Authorization	\$ 9,435	\$ 16,150		\$ 12,240	\$ 10,710	\$ 7,395						<u> </u>	\$ 64,005
Renew - iJAG Authorization	e 050	A 040	\$ 85	\$ 85		e 0=						<u> </u>	\$ 170
Renew - Initial Admin	\$ 850 \$ 5.015	\$ 340 \$ 4.225	\$ 340	\$ 255	e 4000	\$ 85						<u> </u>	\$ 1,870
Renew - Initial Teacher Initial Admin or Initial Professional Service License	7 0,0.0	7 .,===	\$ 425	\$ 1,530	\$ 1,020	\$ 595						 	\$ 12,810
Renew - Para Certification Renew - School Administrator Manager (Initial or Full SAM)	\$ 600 \$ 85	\$ 720 \$ 85	\$ 840	\$ 360	\$ 360	\$ 400						 	\$ 3,280
Renew - School Administrator Manager (Initial or Full SAM) Renew - School Business Authorization (Full SBO)	\$ 170	\$ 85 \$ 340	\$ 255	\$ 510	¢ 055	¢ 055					-	 	\$ 170
Renew - School Business Authorization (Full SBO) Renew - Standard Master Professional Service Career and Technical or OM	\$ 55,845				\$ 255 \$ 43,265	\$ 255					-	 	\$ 1,785
Renew - Statement of Professional Recognition	\$ 1,530		\$ 38,590 \$ 2,720									1	\$ 282,660 \$ 13,855
Renew - Statement of Professional Recognition Renew - Substitute Authorization	\$ 2,635	\$ 3,910	\$ 2,720	\$ 2,040		\$ 1,360						1	\$ 13,855 \$ 14,790
Renew - Substitute Authorization Renew - Substitute License or Substitute Authorization	\$ 5,185	\$ 7,905	\$ 3,740	\$ 3,825		\$ 1,360						1	\$ 14,790
Transcript Analysis Fee	\$ 16,140	\$ 12,240	\$ 5,160	\$ 5,400	\$ 4,080	\$ 4,200						 	\$ 25,670
Other Printed Copy of License	\$ 10,140	\$ 165	\$ 45	\$ 75	\$ 120	\$ 4,200							\$ 630
Misc Fee/Overpayment	\$ 35		¥ 40	\$ 145	\$ 195	\$ 150							\$ 825
Late Fee (Endorsed/Expired)	\$ 2,725		\$ 2,200		\$ 6,425	\$ 1,775							\$ 20,815
Late Fee (No License)	2 2,120	7 1,720	¥ 2,200	y 5,205	¥ 0,423	Ų 1,773							\$ 20,615
Military Discount													\$ -
Convenience Fee	\$ 8,619	\$ 11,520	\$ 5,904	\$ 6,564	\$ 6,240	\$ 5,421							\$ 44,268
Background Renewal	\$ 12,600					\$ 7,470							\$ 61,630
Background		\$ 64,575				\$ 40,950							\$ 317,400
Grand Total			\$ 258,514		. ,	,	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,649,128
Background Total			\$ 77,925				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 379,030
BoEE Total			\$ 131,014				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 919,373
Gen Fund Total			\$ 43,671					\$ -	\$ -	\$ -	\$ -	\$ -	\$ 306,458
BoEE + GEN			\$ 174,685					\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,225,830
··	,,	, ,	,,,,,,,		,000			-				, -	,,,

Board of Educational Examiners

Department 286

Pg 1

To: BoEE - Executive Director, Mike Cavin

cc: Dave Heuton, Mirela Jusic

From: Mike Cornelison

Date: February 1, 2023

Re: FY 2023 FINANCIAL ANALYSIS

Period 07 - January 2023

NOTE 1: Cash Balance Review

	Current Cash	Projected FYE
Unit	Balance	Carry Forward
9397 - BoEE	\$1,613,042	\$1,548,357
	\$1,613,042	\$1,548,357

Areas to Monitor:

RED:

YELLOW:

GREEN:

Partial Carry Forward to FY23 completed July 1.

Year-End Carry Forward to FY23 completed August 31.

FY24 Budget submitted to DOM September 29.

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

General Fund

9397

Sub Unit Blank **Board of Eduational Examiners** Appropriation: WZ9

FY 2023

																		End of Year		of	Percent of
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	ост	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	Forecast	Annual Budget		Budget
objector class	02)		7.00	02			223	07			7.0.10		00			11010		. 0.00000	7 iiiiiuu. Duugot	Daagot	Forecasted
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date							
	Balance Brought Forward from Prior Year	100.000	1,334,767														1.434.767	1.434.767	1,318,052		
	Balance Carried Forward to Next Year	100,000	1,334,767	-										(100,000)	(1,448,357)		1,434,707	(1,548,357)	(1,217,121))	
Revenue Colle	cted																				
234	Gov Transfer In Other Agencies	-	_	6,480	-	-	-	-	-	-	-	-	-	-	_	_	6,480	6,480	5,000	130%	130%
401	Fees, Licenses & Permits	182,210	251,971	133,519	129,308	146,325	116,068	171,526	131,468	142,827	132,575	185,239	234,240	-	_	_	1,130,927	1,957,276	1,969,312	57%	99%
704	Other	58,735	79,675	74,390	57,195	59,250	47,235	62,905	48,517	52,854	46,798	51,529	56,728	-	-	-	439,385	695,812	635,000	69%	110%
Total Revenues	s:	340,945	1,666,413	214,388	186,503	205,575	163,303	234,431	179,985	195,682	179,373	236,768	290,968	(100,000)	(1,448,357)	-	3,011,559	2,545,977	2,710,244	111%	94%
Expenditures																					
101	Personal Services	80,049	125,769	125,823	125,754	198,103	107,166	133,379	110,595	126,860	126,860	182,236	126,860	48,585	-	-	896,044	1,618,040	1,629,632	55%	99%
202	In State Travel	-	805	1,889	2,092	466	1,652	32	1,000	2,000	2,500	2,000	2,000	2,500	-	-	6,935	18,935	20,000	35%	95%
205	Out Of State Travel	-	2,195	-	186	158	1,644	-	1,000	1,500	2,000	2,000	4,000	2,500	-	-	4,182	17,182	20,000	21%	86%
301	Office Supplies	164	6,000	391	209	67	441	333	500	500	750	5,000	500	(4,500)	-	-	7,604	10,354	10,350	73%	100%
302	Facility Maintenance Supplies	-	-	-	-	-	-	-	300	-	100	100	-	500			-	1,000	1,500	0%	67%
308	Other Supplies	-	-	-	-	-	-	-	-	-	-	-	200				-	200	400	0%	50%
309	Printing & Binding	-	228	1,420	104	-	-	-	300	600	200	-	200	100	-	-	1,752	3,152	3,500	50%	90%
311	Food	-	-	18	33	-	48	-	-	200	-	200	-	200	-	-	99	699	1,000	10%	70%
313	Postage	-	1,045	1,482	1,323	1,062	824	777	1,000	1,000	1,000	1,000	1,000	1,000	-	-	6,514	12,514	12,000	54%	104%
401	Communications	-	1,614	1,614	1,613	1,612	1,614	894	2,350	1,650	1,750	1,650	1,650	1,650	-	-	8,962	19,662	20,000	45%	98%
402	Rentals	4,917	4,917	5,017	5,222	4,917	5,017	-	10,170	5,750	7,250	6,250	8,420	250	-	-	30,005	68,095	69,750	43%	98%
403	Utilities	182	187	178	137	217	299	-	700	350	350	350	300	300			1,201	3,551	4,000	30%	89%
405	Prof & Scientific Services	-	-	495	350	-	345	-	500	500	500	500	500	500	-	-	1,191	4,191	6,000	20%	70%
406	Outside Services	333	333	333	561	657	346	-	850	7,500	7,500	7,500	7,500	500	-	_	2,564	33,914	46,200	6%	73%
408	Advertising & Publicity	-	-	-	-	-	92	-	_	50	· -		50	-	-	-	92	192	200	46%	96%
409	Outside Repairs/Service	-	-	-	-	-	-	-	-	-	-	-	500	-	-	-	-	500	1,000	0%	50%
414	Reimbursements To Other Agency	-	3,434	2,523	3,605	2,601	2,026	2,721	2,900	2,900	3,000	2,900	2,900	2,900	-	-	16,910	34,410	35,000	48%	98%
416	ITD Reimbursements	_	173,582	2,695	2.714	2,340	2,365	2,338	2.800	3.000	3,000	3,500	3,000	3,000	_	_	186,034	204,334	270,000	69%	76%
418	IT Outside Services	-	4,558	3,450	6,913	2,131	3,850	-	3,500	1,500	1,500	1,500	1,500	1,500	-	-	20,901	31,901	18,000	116%	177%
432	Attorney General Reimbursement	-	· -	9,183	4,586	4,587	6,422	-	9,170	4,585	4,585	4,585	4,585	4,585	-	-	24,778	56,873	50,500	49%	113%
434	Gov Transfer Other Agencies	_	26.409	42,223	32,800	23,090	27,546	_	58,000	29,000	30,000	32,000	25,000	25,000	_	_	152,068	351,068	330,000	46%	106%
502	Office Equipment	_		· -	-	-	-	_	-	-	-		-	-	_	_	-	-	250	0%	0%
503	Equipment-Non Inventory	_	_	_	_	-	-	_	_	1,000	_	_	_	1,000	_	_	_	2,000	4,000	0%	50%
510	IT Equipment & Software	8,386	1,453	-	-	-	-	_	2,000	-	1,500	-		(1,500)	_	_	9,839	11,839	15,000	66%	79%
602	Other Expenses & Obligations	-		4,343	5,564	3,058	3,308	3,074	3,250	3,500	3,250	3,250	3,500	3,250	_	_	19,347	39,347	40,000	48%	98%
702	Fees	-	_	-	-	-	-	-	-	-	-,	30	-	-,			-	30	30	0%	100%
705	Refunds-Other	-	160	405	330	295	-	305	-	250	-	-	250	-	-	-	1,495	1,995	1,000	150%	200%
Total Expendit	ures:	94,031	352,689	203,481	194,096	245,361	165,005	143,854	210,885	194,195	197,595	256,551	194,415	93,820	-	-	1,398,516	2,545,977	2,609,311	54%	98%
Current Month	Operations	246,915	1,313,724	10,908	(7,593)	(39,786)	(1,703)	90,577	(30,900)	1,487	(18,222)	(19,783)	96,553	(193,820)	(1,448,357)	-	1,613,042	(0)	100,933		
Cash Balance		246,915	1,560,639	1,571,547	1,563,953	1,524,168	1,522,465	1,613,042	1,582,142	1,583,629	1,565,407	1,545,624	1,642,177	1,448,357	(0)	(0)		100,933		

FOOTNOTES

Revenues

234 Gov Transfer In Other Agencies - Includes WebSpec Reimbursement.

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

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

Out of State Travel - December expense includes lodging for a NASDTEC event for C Dennis & N Proesch, travel expense for a PESBA event for M Cavin, and travel expense for a conference in Omaha, NE for N Proesch.

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.

406 414 Outside Services - Includes the office cleaning service. Forecast includes cost for a Professional Practices update & migration to the Salesforce system.

Reimbursements to Other Agencies - DAS services.

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

432 Attorney General Reimbursement - December expense includes travel expenses for a Boise trip for K Traynor.

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

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

Job Class	Board Members
133116 14000	Kristen M Rickey
105263 14000	Timothy I McKinney
130062 14000	Anthony D Voss
105264 14000	Timothy W Bower
105265 14000	Erin K Schoening
139188 14000	Eric A St Clair DOE
105266 14000	Rhonda McRina
139184 14000	Pam Bleam
139189 14000	Vacant
133381 14000	Chad W Janzen
105267 14000	Kathy J Behrens
105268 14000	David A Harper

Job Class		Employee Name	9397
05254 00018	Clerk-Specialist	Jessica L Kurtz	1.00
05255 00018	Clerk-Specialist	Sharon S Jensen	1.00
05256 00018	Clerk-Specialist	Danielle N Brookes	1.00
42330 00018	Clerk-Specialist	vacant (Meredith Hawk)	1.00
05257 00121	Info Tech Specialist 4	Jeff S Debruin	1.00
05258 00697	Investigator 3	Cynthia D Dennis	1.00
0705-801	Admin Intern	vacant	0.00
05259 01071	Education Program Consultant	Steven C Mitchell	1.00
39183 01071	Education Program Consultant	vacant (Cavin)	0.00
05260 01071	Education Program Consultant	Gregory S Horstman	1.00
44601 01071	Education Program Consultant	Geri Mcmahon	1.00
05262 01071	Education Program Consultant	David D Wempen	1.00
05269 31038	Executive Director/BOEE	Michael D Cavin	1.00
05270 31513	Admin Consultant	Joanne K Tubbs	1.00
44600 00645	Attorney 3	vacant (Nicole Proesch)	1.00
05272 95002	Secretary 3	Meredith Hawk	1.00
		Total Budgeted FTEs	14.00

EDas Customer Number: 1100

Percent of Year Complete 58%

Percent

Fund: 0001 General Fund Unit

9397 Sub Unit Blank Appropriation: WZ9

Board of Eduational Examiners

Obj/Rev Class Name	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	HO13	HO14	HO15	YTD
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Actual
BBF																
Gov Transfer In Other Agencies	0	0	6,480	0	0	0	0	0	0	0	0	0	0	0	0	6,480
Licensure Fees	182,210	251,971	133,519	129,308	146,325	116,068	171,526	0	0	0	0	0	0	0	0	1,130,927
DCI Check Fees	58,735	79,675	74,390	57,195	59,250	47,235	62,905	0	0	0	0	0	0	0	0	439,385
	240,945	331,646	214,388	186,503	205,575	163,303	234,431	-	-	-	-	-	-	-	-	1,576,792
Licensure Fees % - Other Agcv			21													21
Licensure Fees	57,934	80,056	42,561	41,151	46,495	36,871	54,509									359,578
	57,934	80,056	42,583	41,151	46,495	36,871	54,509	0	0	0	0	0	0	0	0	359,599
	298,879	411,702	256,971	227,654	252,070	200,174	288,940	-	-	-	-	-	-	-		1,936,391
	Appropriation BBF Gov Transfer In Other Agencies Licensure Fees DCI Check Fees Licensure Fees % - Other Agcy Licensure Fees	Actual Appropriation BBF Gov Transfer In Other Agencies	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 DCI Check Fees 182,220 250,975 240,945 331,646 Licensure Fees % - Other Agcy Licensure Fees 57,934 80,056	Actual Actual Actual Appropriation BBF	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 DCI Check Fees 58,735 79,675 74,390 57,195 240,945 331,646 214,388 186,503 Licensure Fees % - Other Agcy 57,934 80,056 42,561 41,151 57,934 80,056 42,583 41,151	Appropriation BBF Actual Actual	Appropriation BBF Gov Transfer In Other Agencies 182210 251,971 133,519 129,308 146,325 116,088 DCI Check Fees 58,735 79,675 74,390 57,195 59,250 47,235 240,945 331,646 214,388 186,503 205,575 163,303 Licensure Fees - Other Agcy 57,934 80,056 42,561 41,151 46,495 36,871 57,934 80,056 42,583 41,151 46,495 36,871	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 DCI Check Fees 58,735 79,675 74,390 57,195 59,250 47,235 62,905 240,945 331,646 214,388 186,503 205,575 163,303 234,431 Licensure Fees - Other Agcy Licensure Fees 57,934 80,056 42,561 41,151 46,495 36,871 54,509	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 0 DCI Check Fees 58,735 79,675 74,390 57,195 59,250 47,235 62,905 0 240,945 331,646 214,388 186,503 205,575 163,303 234,431 - Licensure Fees - Other Agcy Licensure Fees 57,934 80,056 42,561 41,151 46,495 36,871 54,509 0	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 0 0 0 CI Check Fees 58,735 79,675 74,390 57,195 59,250 47,235 62,905 0 0 240,945 331,646 214,388 186,503 205,575 163,303 234,431 Licensure Fees % - Other Agcy Licensure Fees 57,934 80,056 42,583 41,151 46,495 36,871 54,509 0 0	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 62,905 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Appropriation BBF Gov Transfer In Other Agencies 182,210 251,971 133,519 129,308 146,325 116,068 171,526 62,905 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0

YTD vs Prior Year 7%

12%

16%

15%

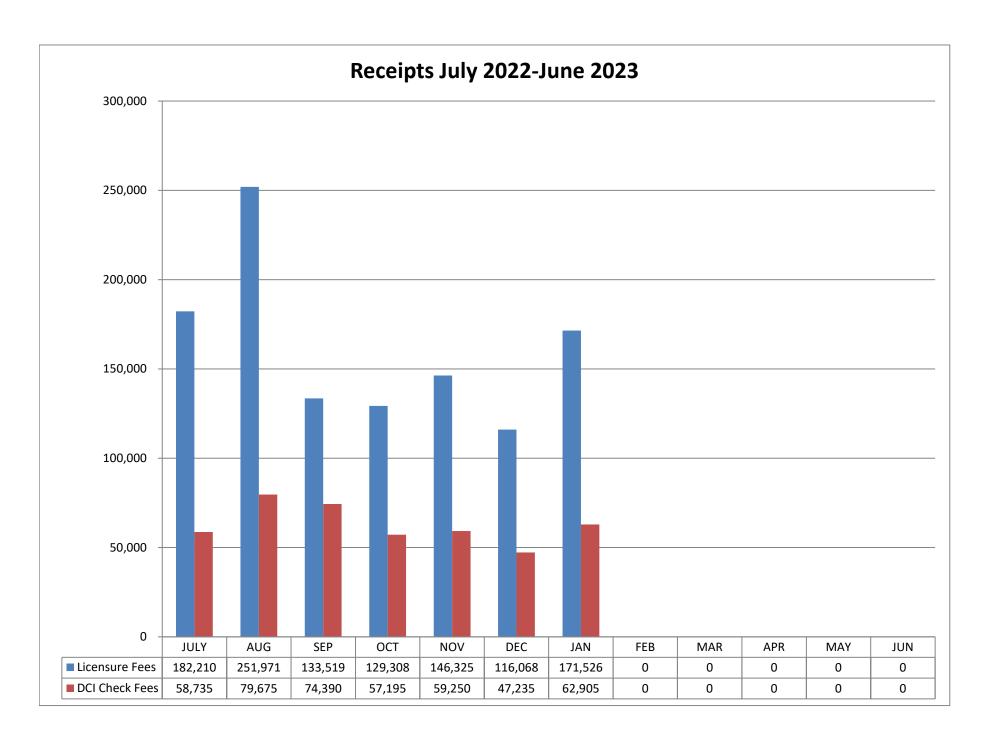
13%

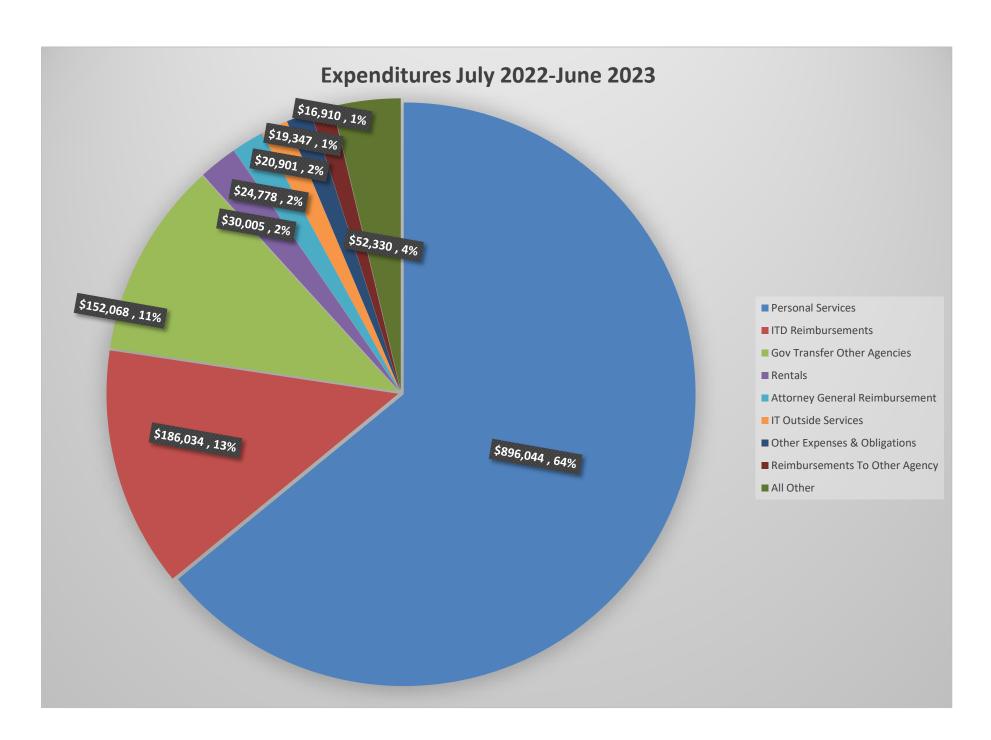
12%

Note -

General Fund 0001-996-2820

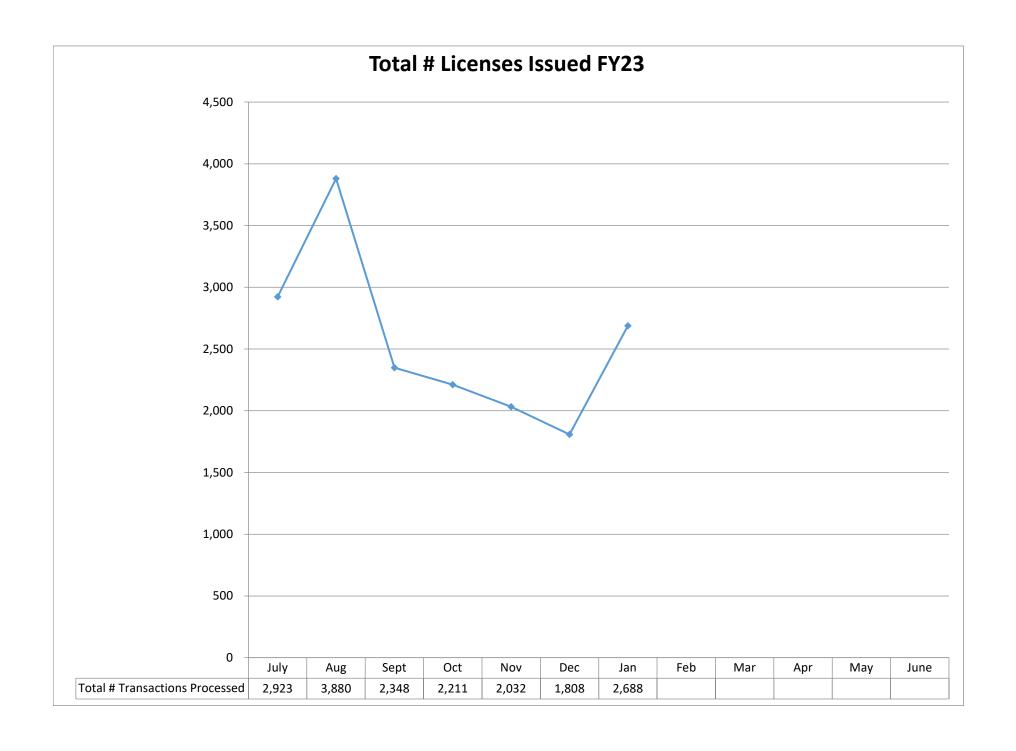
Prior Year																	
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Revenue Collected 234 401 704	Appropriation BBF Gov Transfer In Other Agencies Licensure Fees DCI Check Fees	0 173,645 49,240	0 220,325 63,275	139 116,441 40,345	724 121,618 44,605	0 129,021 55,880	0 116,677 48,885	1,364 154,249 59,980	0 138,207 52,860	0 151,056 59,430	0 134,639 50,397	0 194,287 57,282	0 232,402 58,580	0 0 0	0 0 0	0 0 0	2,226 1,882,566 640,759
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	d	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

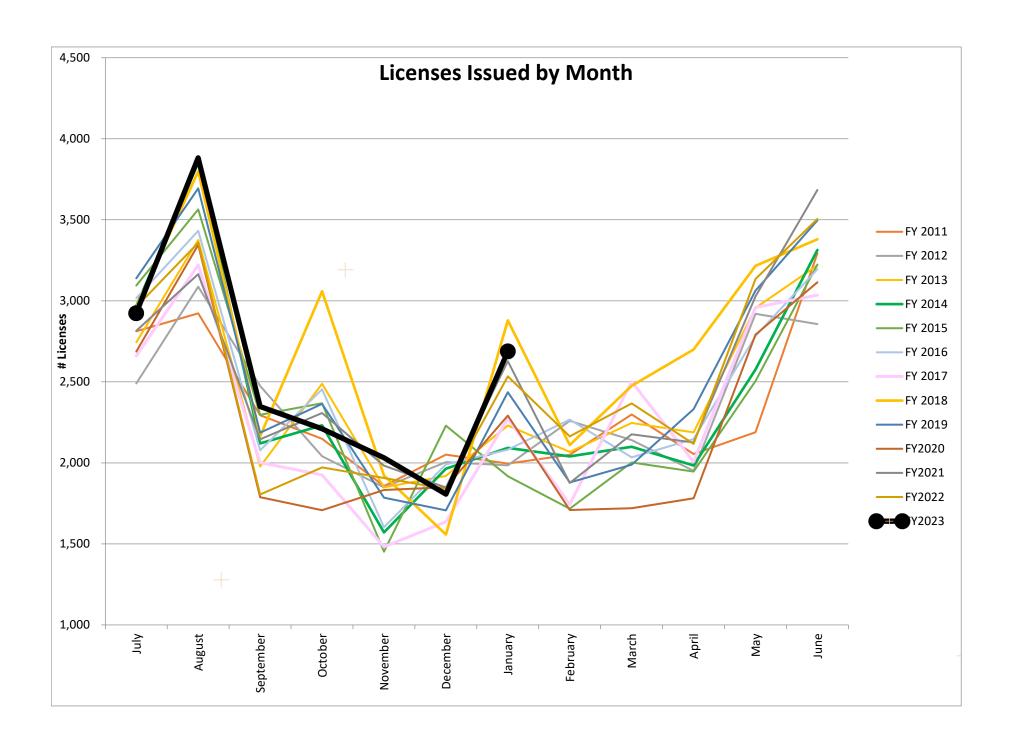




Obligations vs. Budget Report Budget Fiscal Year: 2023

				Takal			Percent of
		Actual EV		Total	FY 23	Dudget	Budget
		Actual FY To-Date	Encumbered	Obligations FY-To-Date		Budget Balance	Received
D		10-Date	Effcullibered	FT-TU-Date	Budget	Dalance	/Spent
Resol	urces -	4 404 767		4 404 767	4 240 052		
	Balance Forward	1,434,767		1,434,767	1,318,052		
234	Gov Transfer In Other Agencies	6,480		6,480	5,000		
401	Fees, Licenses & Permits	1,130,927		1,130,927	1,969,312		
704	Other	439,385		439,385	635,000		
	Total Resources	\$3,011,559	\$0	\$3,011,559	\$3,927,365		
	(Total Revenues)	\$1,576,792	\$0	\$1,576,792	\$2,609,313	\$1,032,521	60%
	,						
Exper	nditures -						
101	Personal Services	896,044		896,044	1,629,632	733,588	55%
202	In State Travel	6,935		6,935	20,000	13,065	35%
205	Out Of State Travel	4,182		4,182	20,000	15,818	21%
301	Office Supplies	7,604		7,604	10,350	2,746	73%
302	Facility Maintenance Supplies	0		0	1,500	0	0%
308	Other Supplies	0		0	400	400	0%
309	Printing & Binding	1,752		1,752	3,500	1,748	50%
313	Postage	6,514		6,514	12,000	5,486	54%
401	Communications	8,962		8,962	20,000	11,038	45%
402	Rentals	30,005		30,005	69,750	39,745	43%
403	Utilities	1,201		1,201	4,000	2,799	30%
405	Prof & Scientific Services	1,191		1,191	6,000	4,809	20%
406	Outside Services	2,564		2,564	46,200	43,636	6%
408	Advertising & Publicity	92		92	200	107	46%
409	Outside Repairs/Service	0		0	1,000	1,000	0%
414	Reimbursements To Other Agency	16,910		16,910	35,000	18,090	48%
416	ITD Reimbursements	186,034		186,034	270,000	83,967	69%
418	IT Outside Services	20,901		20,901	18,000	(2,901)	
432	Attorney General Reimbursement	24,778		24,778	50,500	25,721	49%
434	Gov Transfer Other Agencies	152,068		152,068	330,000	177,931	46%
502	Office Equipment	0		0	250	250	0%
	Equipment-Non Inventory	0		0	4,000	4,000	0%
	IT Equipment & Software	9,839		9,839	15,000	5,161	66%
602	Other Expenses & Obligations	19,347		19,347	40,000	20,653	48%
702		1 405		0	30	30	0%
705	Refunds-Other	1,495	¢Ω	1,495	1,000	(495)	
	Total Expenditures	\$1,398,418	\$0	\$1,398,418	\$2,608,311	\$1,208,393	54%
	CY Revenue Less Expenditures	\$178,374	- =				
	Estimated Carry Forward	\$1,613,141	:				





Number of Licenses Issued by Month

	July	August	September	October	November	December	January	February	March	April	Мау	onne	Total number of Licenses Issued
FY 2023	2,923	3,880	2,348	2,211	2,032	1,808	2,688						17,890
Running Total	2,923	6,803	9,151	11,362	13,394	15,202	17,890	17,890	17,890	17,890	17,890	17,890	
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	
FY 2020 Running Total	2,687 2,687	3,346 6,033	1,788 7,821	1,708 9,529	1,833 11,362	1,850 13,212	2,292 15,504	1,709 17,213	1,720 18,933	1,781 20,714	2,791 23,505	3,114 26,619	26,619
FY 2019 Running Total	3,139 3,139	3,694 6,833	2,186 9,019	2,364 11,383	1,785 13,168	1,707 14,875	2,436 17,311	1,879 19,190	1,989 21,179	2,331 23,510	3,063 26,573	3,496 30,069	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 Running Total	3,017 3,017	3,432 6.449	2,078 8,527	2,454 10,981	1,603 12,584	1,991 14,575	2,082 16,657	2,267 18,924	2,034 20,958	2,147 23,105	2,783 25,888	3,195 29,083	29,083
		.,			<u> </u>	, ,					, ,	,	
FY 2015 Actual Running Total	3,095 3,095	3,564 6,659	2,297 8,956	2,368 11,324	1,452 12,776	2,230 15,006	1,918 16,924	1,717 18,641	2,003 20,644	1,946 22,590	2,505 25,095	3,224 28,319	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 Running Total	2,744 2,744	3,375 6,119	1,978 8,097	2,488 10,585	1,849 12,434	1,920 14,354	2,231 16,585	2,068 18,653	2,246 20,899	2,188 23,087	2,956 26,043	3,219 29,262	29,262
FY 2012 Actual	2,490	3,087	2,475	2,041	1,849	2,005	1,985	2,259	2,141	1,951	2,920	2,857	28,060
Running Total	2,490	5,577	8,052	10,093	11,942	13,947	15,932	18,191	20,332	22,283	25,203	28,060	,
FY 2011 Actual Running Total	2,812 2,812	2,923 5,735	2,294 8,029	2,149 10,178	1,857 12,035	2,051 14,086	1,996 16,082	2,050 18,132	2,299 20,431	2,055 22,486	2,189 24,675	3,293 27,968	27,968
FY 2010 Actual	2,804	2,899	2,626	2,210	1,842	1,944	1,843	2,321	2,158	2,037	2,211	2,976	27,871
Running Total	2,804	5,703	8,329	10,539	12,381	14,325	16,168	18,489	20,647	22,684	24,895	27,871	,

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	luna	Total Issued
Add - Add Administrator Endorsement (Iowa Institution)	July	Aug 4	2	2	4	2	12	160	IVIGI	Apı	IVICIA	Julie	26
Add - Add Administrator Endorsement (Out of State Institution)	0			0		1	0						1
Add - Add Concentration Para	15	23	17	7	7	10	12						91
Add - Add Teaching Endorsement (Iowa institution will be recommendatation) Add - Add Teaching Endorsement (state min. requirements or non-lowa institution)	66 58	106 72	22 28	22 25	27 18	62 25	87 37						392 263
Convert - Exchange to a Full License	14	24	5	9	10	9	12						83
Convert - Exchange to a Full License (Reciprocity Only)	4	6	3	3	4	4	7						31
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	1	3	2	3	2	1	1						13
Convert - Initial School Administrative Manager to Full SAM Convert - Standard to Master Educator	87	100	04	60	74		101						0
Convert - Temporary or Initial School Business Official to next SBO level	1	126 1	81	63 2	71	52 1	101						581 11
Convert Initial Administrator to Professional Administrator	12	9	0	_	2	1	1						25
Convert Initial Teacher/PSL to Standard/PSL	135	88	11	16	20	10	26						306
Extension - Extension of Class A Class B or Admin Exchange License	27	36	4	11	19	4	7						108
Extension - Extension of Coaching Authorization Extension - Extension of Full Authorization (not coaching)	24	72 5	22 6	34 5	41 9	14 2	28 9						235 38
Extension - Extension of Pull Authorization (not coaching) Extension - Extension of Initial Teacher/Admin (experience met within one year)	12	8	1	4	2	3	5						35
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	81	140	62	71	72	53	67						546
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	2	3											5
New - Conditional License: Class B - Administrator	10	12	0	0	1	- 45	2						25
New - Conditional License: Class B - Teacher General Education New - Conditional License: Class B - Teacher Special Education	74 69	165 88	26 20	32 17	50 15	15 9	17 8						379 226
New - Conditional License: Executive Director Design - Special Education	24	45	4	3	11	5	6						98
New - Executive Director Decision License	32	61	12	15	12	5	9						146
New - First Activities Administrator Authorization			1		1	1	2						5
New - First Administrator License (Out of State Preparation) New - First Behind the Wheel Driving Instructor Authorization	14	7	5	6	5 6	7 5	12 6						53 31
New - First Career and Technical Authorization	13	16	3	4	3	2	2						40
New - First Class G License (counseling internship needed - Out of State only)	2	5	1		1	2							11
New - First Coaching Authorization (in lieu of a coaching on a teaching license)	224	243	156	206	150	129	155						1,263
New - First Evaluator License (do not use if applying for/hold admin. license)	2	4	2	8	2	2							20
New - First Intern School Paychologist	11	7	5	6		2	1						32 2
New - First Intern School Psychologist New - First Iowa Administrator License (Iowa Institution)	8	38	20	11	9	12	21						119
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	41	93	60	56	41	21	48						360
New - First Iowa Substitute License (Out of State is not seeking teaching license)	13	25	11	10	11	11	13						94
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	146	98	177	327	147	289	235						1,419
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval) New - First Iowa Teaching License (Out of Country Step 2 "Processing")	1	3	0	0	2	0	2						10
New - First Iowa Teaching License (Out of State Institution)	147	87	35	38	28	19	53						407
New - First Native Language Speaker Authorization	5	3				1	1						10
New - First Orientation and Mobility License													0
New - First Paraeducator Certificate New - First Prof Svc License: Counsel (Out of State Institution)	27 6	103	442	49 1	56 1	27 2	127 2						831 18
New - First Professional Service Counseling SLP School Psy etc (Out of State)	6	9		1	0	1	2						19
New - First SAM Authorization	6	1		1	3								11
New - First School Business Official Authorization: Temporary or Initial SBO	3	1	2	8			8						22
New - First Statement of Professional Recognition - Other	22	33	17	21	10	4	6						113
New - First Statement of Professional Recognition - School Nurse New - First Substitute Authorization (have not completed teacher prep program)	4 168	10 417	6 257	1 225	280	1 229	241						28 1,817
New - First Teacher Intern License (Iowa Preparation Only)	13	37	2	3	1	8	2						66
New - International Exchange Teaching License: Teachers from Spain		14											14
New - Preservice Substitute Authorization	1			2	1								3
New - Temporary Initial license (Iowa grad only) New - Transitional Coaching Authorization (has not completed coaching auth)	13	26	3	14	12	5	10						1 83
Renew - Behind the Wheel	4	6	4	10	21	39	30						114
Renew Activities Administrator Authorization	1												1
Renew - Administrator/Evaluator License	34	37	25	24	20	34	40						214
Renew - Coaching Authorization	111	190	95	144	126	87	148						901
Renew - iJAG Authorization Renew - Initial Admin	10	4	1 4	3		1	3						2 25
Renew - Initial Teacher Initial Admin or Initial Professional Service License	59	50	5	18	12	7	17						168
Renew - Para Certification	15	18	21	9	9	10	19						101
Renew - School Administrator Manager (Initial or Full SAM)	1	1	^		^	_							2
Renew - School Business Authorization (Full SBO) Renew - Standard Master Professional Service Career and Technical or OM	657	804	3 454	6 471	509	3 431	769						25 4,095
Renew - Statement of Professional Recognition	18	39	32	24	34	16	24						187
Renew - Substitute Authorization	31	46	33	23	25	16	27						201
Renew - Substitute License or Substitute Authorization	61	93	44	45	34	25	54						356
Transcript Analysis Fee	269 12	204	86	90	68 8	70	145 9						932 51
Other Printed Copy of License Misc Fee/Overpayment	12	11	3	5 3	4	3	2						16
Late Fee (Endorsed/Expired)	83	94	49	56	85	17	15						399
Late Fee (No License)													0
Military Discount	0.0=0	0.010	4.000	0.466	0.000	4.00=	0.550						0
Convenience Fee Background Renewal	2,873 1,260	3,840 1,549	1,968 825	2,188 872	2,080 910	1,807 747	2,576 1,285						17,332 7,448
Background	652	861	929	697	547	546	633						4,865
Total # Transactions Processed	2,923				2,032			0	0	0	0	0	17,890

FY2023 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)		\$ 200	\$ 100	\$ 100	\$ 200	\$ 100	\$ 600						\$ 1,300
Add - Add Administrator Endorsement (Out of State Institution)	\$ -			\$ -		\$ 50	\$ -						\$ 50
Add - Add Concentration Para	\$ 375	\$ 575	\$ 425	\$ 175	\$ 175	\$ 250	\$ 300						\$ 2,275
Add - Add Teaching Endorsement (lowa institution will be recommendatation)	\$ 3,300 \$ 2,900	\$ 5,300	\$ 1,100	\$ 1,100	\$ 1,350	\$ 3,100	\$ 4,350					1	\$ 19,600 \$ 13,150
Add - Add Teaching Endorsement (state min. requirements or non-lowa institution) Convert - Exchange to a Full License	\$ 2,900 \$ 1,190	\$ 3,600 \$ 2,040	\$ 1,400 \$ 425	\$ 1,250 \$ 765	\$ 900 \$ 850	\$ 1,250 \$ 765	\$ 1,850 \$ 1,020						\$ 13,150 \$ 7,055
Convert - Exchange to a Full License (Reciprocity Only)	\$ 340	\$ 510	_	\$ 255	\$ 340	\$ 340	\$ 595					1	\$ 2,635
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	\$ 85	\$ 255	\$ 170	\$ 255	\$ 170	\$ 85	\$ 85					1	\$ 1,105
Convert - Initial School Administrative Manager to Full SAM	,	,	Ψσ	Ψ 200	Ψ 170	V 00	* 00						\$ -
Convert - Standard to Master Educator	\$ 7,395	\$ 10,710	\$ 6,885	\$ 5,355	\$ 6,035	\$ 4,420	\$ 8,585						\$ 49,385
Convert - Temporary or Initial School Business Official to next SBO level	\$ 85	\$ 85	\$ 255	\$ 170	\$ 170	\$ 85	\$ 85						\$ 935
Convert Initial Administrator to Professional Administrator	\$ 1,020	\$ 765	\$ -		\$ 170	\$ 85	\$ 85						\$ 2,125
Convert Initial Teacher/PSL to Standard/PSL	\$ 11,475	\$ 7,480	\$ 935	\$ 1,360	\$ 1,700	\$ 850	\$ 2,210						\$ 26,010
Extension - Extension of Class A Class B or Admin Exchange License	\$ 4,050	\$ 5,400	\$ 600	\$ 1,650	\$ 2,850	\$ 600	\$ 1,050						\$ 16,200
Extension - Extension of Coaching Authorization	\$ 960	\$ 2,880	\$ 880	\$ 1,360	\$ 1,640	\$ 560	\$ 1,120						\$ 9,400
Extension - Extension of Full Authorization (not coaching)	\$ 170	\$ 425	\$ 510	\$ 425	\$ 765	\$ 170	\$ 765						\$ 3,230
Extension - Extension of Initial Teacher/Admin (experience met within one year)	\$ 300	\$ 200	\$ 25	\$ 100	\$ 50	\$ 75	\$ 125						\$ 875
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	\$ 6,885	\$ 11,900	\$ 5,270	\$ 6,035	\$ 6,120	\$ 4,505	\$ 5,695						\$ 46,410
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	\$ 170	\$ 255											\$ 425
New - Conditional License: Class B - Administrator	\$ 850	\$ 1,020	\$ -	\$ -	\$ 85		\$ 170						\$ 2,125
New - Conditional License: Class B - Teacher General Education	\$ 6,295	\$ 14,025	\$ 2,210	\$ 2,720	\$ 4,250	\$ 1,275	\$ 1,445						\$ 32,220
New - Conditional License: Class B - Teacher Special Education	\$ 5,865	\$ 7,480	\$ 1,700	\$ 1,445	\$ 1,275	\$ 765	\$ 680			ļ		ļ	\$ 19,210
New - Conditional License: Executive Director Design - Special Education	\$ 2,040	\$ 3,825	\$ 340	\$ 255	\$ 935	\$ 425	\$ 510			ļ		ļ	\$ 8,330
New - Executive Director Decision License	\$ 2,720	\$ 5,185	\$ 1,020	\$ 1,275	\$ 1,020	\$ 425	\$ 765						\$ 12,410
New - First Activities Administrator Authorization	A 1100	A 50-	\$ 85		\$ 85	\$ 85	\$ 170						\$ 425
New - First Administrator License (Out of State Preparation)	\$ 1,190	\$ 595	\$ 170	\$ 510	\$ 425	\$ 595	\$ 1,020			 	1	 	\$ 4,505
New - First Behind the Wheel Driving Instructor Authorization	\$ 80	\$ 120	\$ 200	\$ 160	\$ 240	\$ 200	\$ 240					 	\$ 1,240
New - First Class C License (severalling interpolin peeded, Out of State only)	\$ 1,105 \$ 170	\$ 1,360 \$ 425	\$ 255	\$ 85	\$ 255	\$ 170 \$ 170	\$ 170			 		 	\$ 3,400 \$ 935
New - First Class G License (counseling internship needed - Out of State only) New - First Coaching Authorization (in lieu of a coaching on a teaching license)	\$ 19,040	\$ 425 \$ 20,645	\$ 85 \$ 13,200	\$ 17.510	\$ 85 \$ 12,750	\$ 10,965	\$ 13,115	1		 	1	1	\$ 935 \$ 107,225
New - First Coaching Authorization (in fleu of a coaching on a teaching license) New - First Evaluator License (do not use if applying for/hold admin. license)	\$ 19,040	\$ 20,645	\$ 13,200	\$ 17,510	\$ 12,750	\$ 10,965	13,115 پ	1		 	1	1	\$ 107,225
New - First Evaluator License (do not use if applying formoid admin. license)	\$ 935	\$ 595	\$ 425	\$ 510	∪۱۱ پ	\$ 170	\$ 85					 	\$ 2,720
New - First Intern School Psychologist	\$ 170	Ψ 000	Ψ 423	ψ J10		ÿ 170	ÿ 00						\$ 2,720
New - First Iowa Administrator License (Iowa Institution)	\$ 680	\$ 3,230	\$ 1,700	\$ 935	\$ 765	\$ 1,020	\$ 1,785					1	\$ 10,115
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	\$ 3,485	\$ 7,905		\$ 4,760	\$ 3,485	\$ 1,785	\$ 4,080						\$ 30,600
New - First Iowa Substitute License (Out of State is not seeking teaching license)	\$ 1.105	\$ 2,125	\$ 935	\$ 850	\$ 935	\$ 935	\$ 1,105					1	\$ 7,990
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	\$ 12,410	\$ 8,330	\$ 15,045	\$ 27,795	\$ 12,495	\$ 24,565	\$ 19,975						\$ 120,615
New - First Iowa Teaching Seanse (Out of Country Step 1 Transcript Eval)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	\$ 85	\$ 255	\$ 25		\$ 170	\$ 85	\$ 170						\$ 790
New - First Iowa Teaching License (Out of State Institution)	\$ 12,495	\$ 7,395	\$ 2,975	\$ 3,230	\$ 2,380	\$ 1,615	\$ 4,505						\$ 34,595
New - First Native Language Speaker Authorization	\$ 425	\$ 255				\$ 85	\$ 85						\$ 850
New - First Orientation and Mobility License													\$ -
New - First Paraeducator Certificate	\$ 1,080	\$ 4,120	\$ 17,680	\$ 1,960	\$ 2,240	\$ 1,080	\$ 5,080						\$ 33,240
New - First Prof Svc License: Counsel (Out of State Institution)	\$ 510	\$ 340	\$ 170	\$ 85	\$ 85	\$ 170	\$ 170						\$ 1,530
New - First Professional Service Counseling SLP School Psy etc (Out of State)	\$ 510	\$ 765		\$ 85	\$ -	\$ 85	\$ 170						\$ 1,615
New - First SAM Authorization	\$ 510	\$ 85		\$ 85	\$ 255								\$ 935
New - First School Business Official Authorization: Temporary or Initial SBO	\$ 255	\$ 85	\$ 170	\$ 680			\$ 680						\$ 1,870
New - First Statement of Professional Recognition - Other	\$ 1,870	\$ 2,805	\$ 1,445	\$ 1,785	\$ 850	\$ 340	\$ 510						\$ 9,605
New - First Statement of Professional Recognition - School Nurse	\$ 340	\$ 850	\$ 510	\$ 85	\$ 170	\$ 85	\$ 340						\$ 2,380
New - First Substitute Authorization (have not completed teacher prep program)	\$ 14,280	\$ 35,445			\$ 23,800	\$ 19,465	\$ 20,485						\$ 154,445
New - First Teacher Intern License (Iowa Preparation Only)	\$ 1,105	\$ 3,145	\$ 170	\$ 255	\$ 85	\$ 680	\$ 170						\$ 5,610
New - International Exchange Teaching License: Teachers from Spain		\$ 1,190		A 470	A 05								\$ 1,190
New - Preservice Substitute Authorization	\$ 85			\$ 170	\$ 85								\$ 255
New - Temporary Initial license (Iowa grad only)		\$ 2,210	¢ 055	\$ 1.190	\$ 1.020	e 405	\$ 850					 	\$ 85 \$ 7.055
New - Transitional Coaching Authorization (has not completed coaching auth) Renew - Rehind the Wheel		\$ 2,210	\$ 255 \$ 160	, , , , ,	¥ .,===	\$ 425 \$ 1,560						 	\$ 7,055 \$ 4,560
Renew - Behind the Wheel Renew Activities Administrator Authorization	\$ 160 \$ 85	ψ 240	φ 100	\$ 400	\$ 840	\$ 1,560	\$ 1,200					1	ψ 4,56U
Renew - Administrator/Evaluator License	\$ 2,890	\$ 3,145	\$ 2,125	\$ 2,040	\$ 1,700	\$ 2,890	\$ 3,400	1		 	1	1	\$ 18,190
Renew - Coaching Authorization	\$ 9,435	\$ 16.150		\$ 12,240	\$ 10.710		\$ 12,580					†	\$ 76,585
Renew - iJAG Authorization	, 5,.00	, .5,.50	\$ 85	\$ 85	5,710	, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	, .2,000						\$ 170
Renew - Initial Admin	\$ 850	\$ 340	\$ 340	\$ 255		\$ 85	\$ 255						\$ 2,125
Renew - Initial Teacher Initial Admin or Initial Professional Service License	\$ 5,015	\$ 4,225	\$ 425	\$ 1,530	\$ 1,020	\$ 595	\$ 1,445						\$ 14,255
Renew - Para Certification	\$ 600	\$ 720		\$ 360	\$ 360	\$ 400	\$ 760						\$ 4,040
Renew - School Administrator Manager (Initial or Full SAM)	\$ 85	\$ 85											\$ 170
Renew - School Business Authorization (Full SBO)	\$ 170	\$ 340	\$ 255	\$ 510		\$ 255	\$ 340						\$ 2,125
Renew - Standard Master Professional Service Career and Technical or OM	\$ 55,845	\$ 68,340	\$ 38,590	\$ 39,985	\$ 43,265	\$ 36,635	\$ 65,365						\$ 348,025
Renew - Statement of Professional Recognition	\$ 1,530	\$ 3,315	\$ 2,720	\$ 2,040			\$ 2,040						\$ 15,895
Renew - Substitute Authorization	\$ 2,635	\$ 3,910		\$ 1,955			\$ 2,295						\$ 17,085
Renew - Substitute License or Substitute Authorization	\$ 5,185	\$ 7,905	\$ 3,740	\$ 3,825	\$ 2,890	\$ 2,125	\$ 4,590						\$ 30,260
Transcript Analysis Fee	\$ 16,140	\$ 12,240	\$ 5,160	\$ 5,400	\$ 4,080	\$ 4,200	\$ 8,650						\$ 55,870
Other Printed Copy of License	\$ 180	\$ 165	\$ 45	\$ 75	\$ 120	\$ 45	\$ 135						\$ 765
Misc Fee/Overpayment	\$ 35	\$ 300		\$ 145	\$ 195	\$ 150	\$ 175						\$ 1,000
Late Fee (Endorsed/Expired)	\$ 2,725	\$ 4,425	\$ 2,200	\$ 3,265	\$ 6,425	\$ 1,775	\$ 1,075						\$ 21,890
Late Fee (No License)													\$ -
Military Discount	¢ 0.040	¢ 14.500	A 5001	¢ 0.501	e 0040	6 5 401	e 7.70°						\$ -
Convenience Fee	\$ 8,619 \$ 12,600	\$ 11,520 \$ 15,490	,	\$ 6,564			\$ 7,728 \$ 12,850						\$ 51,996
Background Renewal Background		\$ 64,575			\$ 9,100 \$ 41,025	\$ 7,470 \$ 40,950							\$ 74,480 \$ 364,875
Grand Total			\$ 258,514					•	\$ -	\$ -	•	\$ -	\$ 1,928,536
Background Total			\$ 256,514						\$ -	\$ -	\$ -	\$ -	\$ 439,355
BoEE Total			\$ 131,014						\$ -	\$ -	\$ -	\$ -	\$ 1,077,889
Gen Fund Total			\$ 43,671						\$ -	\$ -	\$ -	\$ -	\$ 359,296
BoEE + GEN			\$ 174,685						\$ -	\$ -	\$ -	\$ -	\$ 1,437,185
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Petition for Waiver

RECEIVED
EXECUTIVE DIRECTOR
BOARD OF EDUCATIONAL EXAMINERS

FEB 0 3 2023

Name: Colleen Hansen

<u> License :</u> Folder # 1123455

Reason for Waiver: Ms. Hansen is seeking a waiver of the requirement that she held or holds a license in her preparation state or another state. She completed a preparation program through Pensacola Christian College in Florida, which is accredited with the US Department of Education. Ms. Hansen taught for 11 years in various Christian schools which did not require a teaching license. She has obtained certification through the Association of School International (www.acsi.org).

Ms. Hansen is currently a teacher at the Christian Community School, Fort Dodge Iowa. Christian Community School is an Independently Accredited school. Community Christian School's goal is to have all of their teachers licensed by the state

Rule Citation:

- 13.5(2) Applicants from non-Iowa institutions.
- a. Original application. Applicants under this sub rule have completed a teacher preparation program outside the state of Iowa and are applying for their first Iowa teaching license.
- b. In addition to the requirements set forth in sub rule 13.5(1), an applicant from a non-Iowa institution:
- (1) Shall submit a copy of a valid or expired regular teaching certificate or License exclusive of a temporary, emergency or substitute license or certificate.
 - (2) Shall provide verification of one of the following:
 - 1. Successfully passing the Iowa-mandated assessment(s) by meeting the minimum score set by the Iowa department of education if the teacher preparation program was completed on or after January 1, 2013; or
 - 2. Successfully passing the mandated assessment(s) in the state in which the applicant is currently licensed; or
 - 3. Three years of teaching experience while holding a valid teaching license.

Staff Recommendation:

Deny Waiver

Rationale:

Iowa code requires the submission of licensure from another licensing jurisdiction in the profession with a substantially similar scope.

Iowa Code 272C.12 Licensure of persons licensed in other jurisdictions.

- 1. Notwithstanding any other provision of law, an occupational or professional license, certificate, or registration, including a license, certificate, or registration issued by the board of educational examiners, shall be issued without an examination to a person if all of the following conditions are met:
- a. The person is currently licensed, certified, or registered by at least <u>one other issuing jurisdiction in the occupation or profession applied for with a substantially similar scope</u> of practice and the license, certificate, or registration is in good standing in all issuing jurisdictions in which the person holds a license, certificate, or registration.