

STATE OF IOWA
BOARD OF EDUCATIONAL EXAMINERS
Grimes State Office Building, State Board Room
400 E. 14th Street
Des Moines, IA

2023-2024 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, May 17, 2024

TIMES ARE APPROXIMATE

8:30 a.m.

Call Meeting to Order and Roll Call

Approve the Agenda

TAB A

Approve the Consent Agenda

- a. Minutes for April 19, 2024 board meeting

TAB B

Professional Practices - Licensee Discipline - Closed Session - Board Members Only (roll call)

Open Session

- a. Results of closed session announced
- b. Approve closed session minutes for April 19, 2024
- c. Reinstatement(s)
 - 1. 23-51 Andrea Rhum
 - 2. 23-13 Larry Martin
 - 3. 22-175 Troy Markin

Communication from the Public

Board Communications

- a. Board Member Reports
- b. Executive Director's Report
 - 1. Legislative Update
 - 2. Agency Update
 - 3. Licensure Update
 - 4. Financial Update
 - a. FY24 April 2024

TAB C

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. Amend IAC 282 Chapter 22- Authorizations

TAB D

d. Items for Discussion

1. None

Waivers

1. PFW 24-05 Jessica Gutzman
2. PFW 24-06 Julie Perkins

TAB E

TAB F

Reports/Approvals

1. None

1:30 p.m.

Adjournment

UPCOMING MEETINGS

Thursday and Friday June 20 – 21, 2024 Board Retreat and Meeting

Friday, August 9, 2024

Friday September 13, 2024

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

2
3 Kristen Rickey moved, with a second by Kathy Behrens, that in **case number 24-26**,
4 the Board find that the evidence gathered in the investigations, including witness
5 statements and the documentary evidence, does not substantiate the allegations in the
6 complaints, and that the Board therefore lacks probable cause to proceed with this
7 matter. **MOTION CARRIED UNANIMOUSLY**

8
9 Eric St Clair moved, with a second by Kristen Rickey, that in **case number 24-27**, the
10 Board finds that the evidence gathered in the investigation, including witness
11 statements and the documentary evidence, does not substantiate the allegations in the
12 complaint, and that the Board therefore lacks probable cause to proceed with this
13 matter. **MOTION CARRIED UNANIMOUSLY**

14
15 Pam Blead moved, with a second by Kathy Behrens, that in **case number 23-153**, the
16 Board finds that the evidence gathered in the investigation, including witness
17 statements and the documentary evidence, does not substantiate the allegations in the
18 complaint, and that the Board therefore lacks probable cause to proceed with this
19 matter. **MOTION CARRIED UNANIMOUSLY**

20
21 Pam Blead moved, with a second by Kristen Rickey, that in **case number 23-154**, the
22 Board finds that the evidence gathered in the investigation, including witness
23 statements and the documentary evidence, does not substantiate the allegations in the
24 complaint, and that the Board therefore lacks probable cause to proceed with this
25 matter. **MOTION CARRIED UNANIMOUSLY**

26
27 Pam Blead moved, with a second by Kathy Behrens, that in **case number 23-155**, the
28 Board finds that the evidence gathered in the investigation, including witness
29 statements and the documentary evidence, does not substantiate the allegations in the
30 complaint, and that the Board therefore lacks probable cause to proceed with this
31 matter. **MOTION CARRIED UNANIMOUSLY**

1 Kathy Behrens moved, with a second by Eric St Clair, that in **case number 24-36** the
2 Board finds that the evidence gathered in the investigation, including witness
3 statements and the documentary evidence, does not substantiate the allegations in the
4 complaint, and that the Board therefore lacks probable cause to proceed with this
5 matter. **MOTION CARRIED UNANIMOUSLY**

6
7 Kathy Behrens moved, with a second by Kristen Rickey, that in **case number 24-40**,
8 the Board find probable cause to establish a violation of the Code of Professional
9 Conduct and Ethics, 282 IAC rule 25.3(3)e, and order this case set for hearing.

10 **MOTION CARRIED UNANIMOUSLY**

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

15 **MOTION CARRIED UNANIMOUSLY**

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

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

25 **MOTION CARRIED UNANIMOUSLY**

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

30 **CARRIED UNANIMOUSLY**

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

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

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

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

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

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

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

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

3
4 Pam Blead moved, with a second by Kathy Behrens, that in **case number 24-33**, the
5 Board find probable cause to establish a violation of the Code of Professional Conduct
6 and Ethics, 282 IAC rule 25.3(5)a(2), and order this case set for hearing. **MOTION**
7 **CARRIED UNANIMOUSLY**

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

13
14 Kathy Behrens moved, with a second by Eric St Clair, that in **case number 23-222**,
15 the Board return the complaint and investigative report to the investigator to gather
16 further information, and return the case to the Board for further consideration.
17 **MOTION CARRIED UNANIMOUSLY**

18
19 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 23-146**,
20 the Board return the complaint and investigative report to the investigator to gather
21 further information, and return the case to the Board for further consideration.
22 **MOTION CARRIED UNANIMOUSLY**

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

28
29 Kristen Rickey moved, with a second by Eric St Clair, that in **case number 23-137** the
30 Board return the complaint and investigative report to the investigator to gather
31 further information, and return the case to the Board for further consideration.
32 **MOTION CARRIED UNANIMOUSLY**

33

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

4 **MOTION CARRIED UNANIMOUSLY**

5

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

9 **MOTION CARRIED UNANIMOUSLY**

10

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

14 **CARRIED UNANIMOUSLY**

15

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

20

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

24 **CARRIED UNANIMOUSLY**

25

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

29 **CARRIED UNANIMOUSLY**

30

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

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

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

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

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

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

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

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

32

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

6 **MOTION CARRIED UNANIMOUSLY**

7
8 Communication from the Public:

9 None

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11 Board Member Reports:

12 None

13
14 Executive Director's Report

15 Legislative Report:

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

28
29 Agency Update:

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

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

3
4 **Financial Report:**

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

8
9 **License Report:**

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

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

16
17 **Rules:**

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

20
21 **Petition for Waiver**

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

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

3

4 Reports

5 NONE

6

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

To: BoEE - Executive Director, Mike Cavin
 cc: Mirela Jusic

From: Mike Cornelison

Date: May 1, 2024

Re: **FY 2024 FINANCIAL ANALYSIS
 Period 10 -April 2024**

NOTE 1: Cash Balance Review

Unit	Current Cash Balance	Projected FYE Carry Forward
9397 - BoEE	\$1,469,446	\$1,532,008
	<u>\$1,469,446</u>	<u>\$1,532,008</u>

Areas to Monitor:

RED:

YELLOW:

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

Outstanding issues that may affect the financial statements

Questions and review of financials:

Accounting conventions:

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

Other Information:

mike.cornelison@iowa.gov 515-336-9435

Fund: 0001 General Fund

Unit: 9397
Sub Unit: Blank

FY 2024

EDas Customer Number: 1100
Percent of Year Complete: 83%

Appropriation: 154 Board of Educational Examiners

Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD	End of Year Forecast	Annual Budget	Percent of Budget	Percent of Budget
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Actual	(C=A+B)	(D)	To Date
	Balance Brought Forward from Prior Year	100,000	1,596,717	-													1,696,717	1,696,717	1,637,177		
	Balance Carried Forward to Next Year													(100,000)	(1,432,008)		-	(1,532,008)	(1,222,273)		
Revenue Collected																					
234	Gov Transfer In Other Agencies	-	-	-	-	120	-	120	74	-	-	-	4,840	-	-	-	314	5,154	6,500	5%	79%
401	Fees, Licenses & Permits	155,033	198,935	141,664	122,289	103,442	107,060	143,671	119,445	114,367	138,334	169,386	257,755	-	-	-	1,344,238	1,771,379	1,950,000	69%	91%
501	Refunds & Reimbursements	-	-	-	765	-	-	-	-	-	-	-	-	-	-	-	765	765	-	0%	0%
704	Other	54,965	57,355	53,168	42,250	40,345	40,103	54,790	40,655	41,715	49,350	50,768	61,155	-	-	-	474,696	586,619	680,000	70%	86%
Total Revenues:		309,998	1,853,007	194,832	165,304	143,907	147,163	198,581	160,173	156,082	187,684	220,154	323,749	(100,000)	(1,432,008)	-	3,516,730	2,528,625	3,051,404	115%	83%
Expenditures																					
101	Personal Services	55,300	151,311	128,220	201,762	131,840	112,002	138,959	139,306	138,040	226,509	138,992	138,992	53,222	-	-	1,423,250	1,754,456	1,643,026	87%	107%
202	In State Travel	-	1,817	47	1,609	661	2,516	-	1,024	1,727	2,141	2,500	2,000	2,500	-	-	11,542	18,542	20,000	58%	93%
205	Out Of State Travel	-	20	525	505	(525)	530	-	870	-	-	3,000	2,000	2,500	-	-	1,925	9,425	20,000	10%	47%
301	Office Supplies	-	4,500	62	1,500	299	155	262	305	405	128	5,000	100	(4,500)	-	-	7,615	8,215	10,000	76%	82%
302	Facility Maintenance Supplies	-	-	-	-	-	-	-	-	-	-	-	-	250	-	-	250	250	1,000	0%	25%
308	Other Supplies	-	-	-	-	-	-	-	-	-	-	300	-	-	-	-	-	300	400	0%	75%
309	Printing & Binding	-	-	-	-	-	-	-	0	-	-	600	600	100	-	-	0	1,300	3,500	0%	37%
311	Food	-	17	-	-	-	-	-	-	-	-	50	100	450	-	-	17	617	1,000	2%	62%
313	Postage	-	365	492	368	347	309	425	487	508	422	800	800	1,000	-	-	3,722	6,322	12,500	30%	51%
401	Communications	-	1,614	1,614	1,615	1,616	1,616	1,616	1,616	1,616	1,616	1,700	1,700	1,700	-	-	14,536	19,636	20,000	73%	98%
402	Rentals	4,917	6,527	4,917	4,917	-	5,759	5,250	5,250	5,250	10,500	-	6,250	5,250	-	-	53,285	64,785	71,500	75%	91%
403	Utilities	196	186	195	137	172	252	316	-	309	453	250	250	300	-	-	2,216	3,016	4,000	55%	75%
405	Prof & Scientific Services	-	150	200	311	161	561	473	-	250	523	500	500	500	-	-	2,630	4,130	5,000	53%	83%
406	Outside Services	346	346	653	346	595	360	552	10	728	724	600	500	-	-	-	4,660	5,760	6,000	78%	96%
408	Advertising & Publicity	-	-	-	-	-	-	-	-	-	-	200	-	-	-	-	-	200	200	0%	100%
409	Outside Repairs/Service	-	-	-	-	-	-	-	-	-	-	-	250	-	-	-	-	250	1,000	0%	25%
414	Reimbursements To Other Agency	-	2,917	3,297	2,840	1,809	2,026	2,576	1,335	2,250	2,285	2,400	2,400	2,400	-	-	21,336	28,536	25,000	85%	114%
416	ITD Reimbursements	-	177,061	1,987	1,942	1,614	1,621	1,595	1,633	1,514	2,635	1,650	1,650	1,650	-	-	191,602	196,552	550,000	35%	36%
418	IT Outside Services	-	1,305	655	82,719	650	16,681	1,298	3,603	1,305	1,305	1,400	3,200	2,500	-	-	109,523	116,623	35,000	313%	333%
432	Attorney General Reimbursement	-	-	-	-	-	-	21,478	8,597	4,296	-	8,591	4,296	-	-	-	34,370	51,552	85,000	40%	61%
434	Gov Transfer Other Agencies	-	16,692	21,034	11,155	17,534	8,940	15,381	12,834	10,070	15,813	15,000	16,000	15,000	-	-	129,452	175,452	455,000	28%	39%
501	Equipment	-	-	-	-	-	-	6,282	-	161	(161)	-	-	-	-	-	6,282	6,282	6,500	97%	97%
502	Office Equipment	-	-	-	-	-	-	-	-	(415)	-	-	-	-	-	-	(415)	(415)	250	-166%	-166%
503	Equipment-Non Inventory	-	-	-	-	-	-	-	-	-	-	16,500	-	-	-	-	-	16,500	16,500	0%	100%
510	IT Equipment & Software	-	1,486	-	-	43	423	-	-	22	1,049	1,500	-	(2,287)	-	-	3,023	2,236	12,000	25%	19%
602	Other Expenses & Obligations	130	-	4,123	4,958	2,625	2,809	2,596	2,630	3,325	2,876	3,700	3,200	3,300	-	-	26,072	36,272	42,000	62%	86%
702	Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30	0%	0%
705	Refunds-Other	-	-	85	75	-	-	85	85	-	310	340	510	340	-	-	640	1,830	5,000	13%	37%
Total Expenditures:		60,889	366,314	168,106	316,760	159,441	156,559	199,141	179,584	171,776	268,713	205,373	185,248	90,720	-	-	2,047,284	2,528,626	3,051,405	67%	83%
Current Month Operations		249,108	1,486,692	26,726	(151,456)	(15,534)	(9,396)	(560)	(19,411)	(15,694)	(81,029)	14,780	138,501	(190,720)	(1,432,008)	-	1,469,446	(0)	(1)		
Encumbrances								(6,282)													
Cash Balance		249,108	1,735,801	1,762,527	1,611,071	1,589,255	1,579,859	1,585,581	1,566,170	1,550,475	1,469,446	1,484,227	1,622,728	1,432,008	(0)	(0)				(1)	

FOOTNOTES

Revenues

234 Gov Transfer In Other Agencies - Includes WebSpec Reimbursement.

Expenditures

101 Personal Services - October & April have 3 payroll warrants written.

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

401 Communication - Cell phone and ICN Voice, Data & Internet usage.

402 Rentals - Facility lease & exhibit booths for trade events. April contains facility lease payments for 2 months.

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

406 Outside Services - Includes the office cleaning service.

414 Reimbursements to Other Agencies - DAS services. Apr includes the quarterly Workers Comp allocation of \$901.

416 ITD Reimbursements - April expense includes maintenance fees to US Bank for Jan & Feb.

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

502 Office Equipment - April credit is a rebate for the new copier.

503 Equipment-Non Inventory - Forecast includes the purchase of 12 Chromebooks.

510 IT Equipment & Software - April expense is for the annual Zoom license fee.

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

Job Class	Board Members
105263 14000	vacant
105264 14000	Timothy W Bower
105265 14000	Miranda R Brus
105266 14000	Michael C Lock
105267 14000	Kathy J Behrens
105268 14000	Davis L Eidahl
139184 14000	Pam Bleam
139185 14000	vacant
139186 14000	Chad W Janzen
133187 14000	Kristen M Rickey
139188 14000	Daniel J Zylstra
139189 14000	Ryan M Weldon
	<i>Eric A St Clair DOE</i>
Total	13

Job Class	Employee Name	Budgeted	Filled
105254 00018 Clerk-Specialist	Jessica Kurtz Naylor	1.00	1.00
105255 00018 Clerk-Specialist	Sharon S Jensen	1.00	1.00
105256 00018 Clerk-Specialist	Danielle N Brookes	1.00	1.00
142330 00018 Clerk-Specialist	Alivia Bullis	1.00	1.00
105257 00121 Info Tech Specialist 4	Jeff S Debruin	1.00	1.00
105258 00697 Investigator 3	Cynthia D Dennis	1.00	1.00
147733 00696 Investigator 2	Lori L Lavorato	0.00	1.00
105259 01071 Education Program Consultant	Kelly Jo Krogh Faga	1.00	1.00
105260 01071 Education Program Consultant	Gregory S Horstman	1.00	1.00
144601 01071 Education Program Consultant	Geri McMahon	1.00	1.00
105262 01071 Education Program Consultant	David D Wempen	1.00	1.00
105269 31038 Executive Director/BOEE	Michael D Cavin	1.00	1.00
105270 31513 Admin Consultant	Joanne K Tubbs	1.00	1.00
144600 00645 Attorney 3	Beth A Myers	1.00	1.00
105272 95002 Secretary 3	Meredith Hawk	1.00	1.00
Total FTEs		14.00	15.00

Fund: 0001 General Fund
 Unit: 9397
 Sub Unit: Blank
 Appropriation: I54

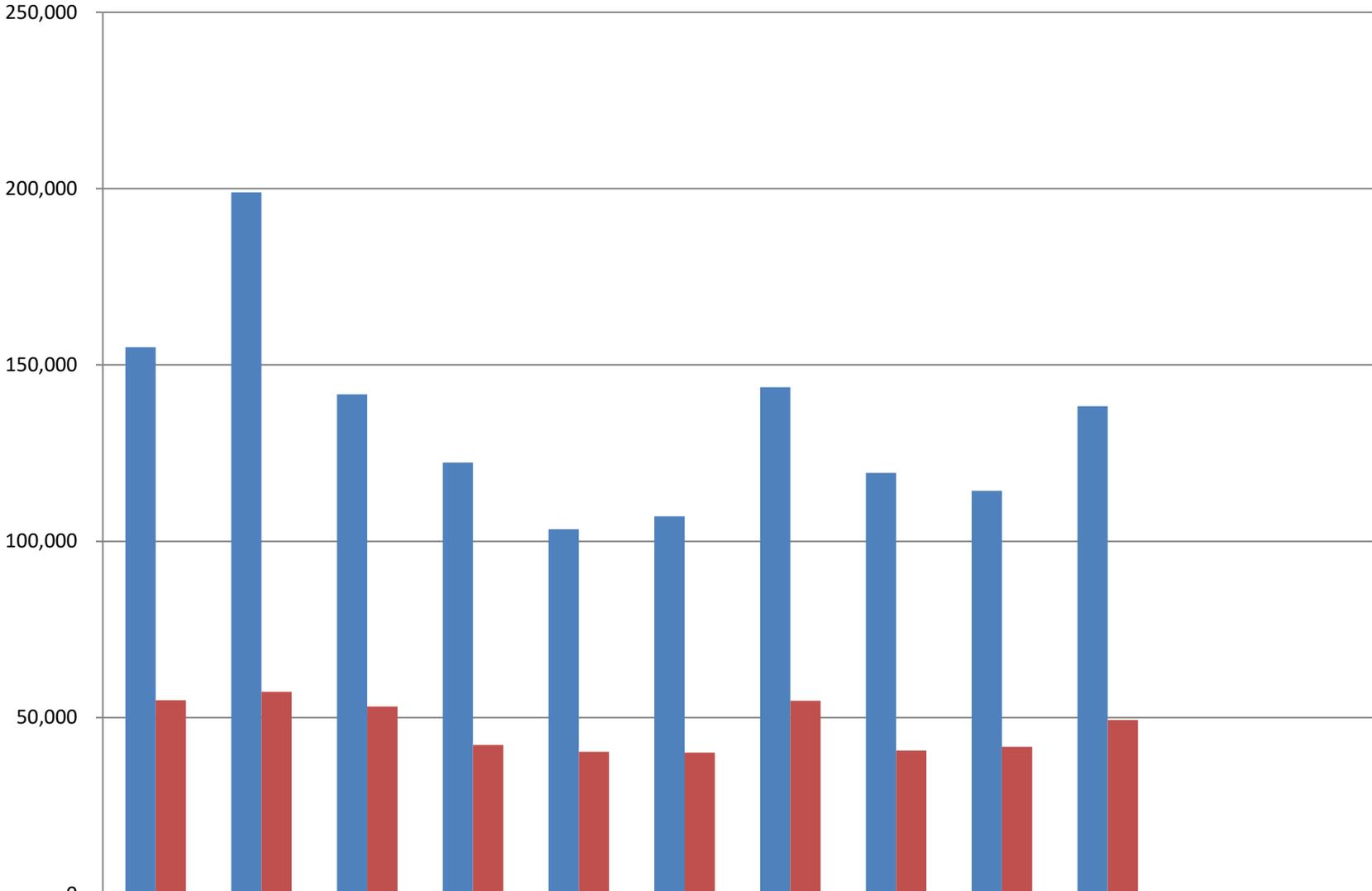
Board of Educational Examiners

Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	HO13	HO14	HO15	YTD
		Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Actual									
Appropriation																	
BBF																	
Revenue Collected																	
234	Gov Transfer In Other Agencies	0	0	0	0	120	0	120	74	0	0	0	0	0	0	0	314
401	Licensure Fees	155,033	198,935	141,664	122,289	103,442	107,060	143,671	119,445	114,367	138,334	0	0	0	0	0	1,344,238
501	Refunds & Reimbursements	0	0	0	765	0	0	0	0	0	0	0	0	0	0	0	765
704	DCI Check Fees	54,965	57,355	53,168	42,250	40,345	40,103	54,790	40,655	41,715	49,350	0	0	0	0	0	474,696
Total Revenues:		209,998	256,290	194,832	165,304	143,907	147,163	198,581	160,173	156,082	187,684	-	-	-	-	-	1,820,013
234 Gen Fund	Licensure Fees % - Other Agcy								21								21
401 Gen Fund	Licensure Fees	48,808	62,606	44,609	38,545	32,554	33,686	45,171	37,654	35,996	43,543						423,171
Total General Fund		48,808	62,606	44,609	38,545	32,554	33,686	45,171	37,675	35,996	43,543	0	0	0	0	0	423,193
Total Receipts		258,805	318,896	239,441	203,849	176,461	180,849	243,752	197,848	192,078	231,227	-	-	-	-	-	2,243,206
	YTD vs Prior Year	-13%	-19%	-16%	-15%	-17%	-16%	-16%	-15%	-17%	-15%						

Note -
 General Fund 0001-996-2820

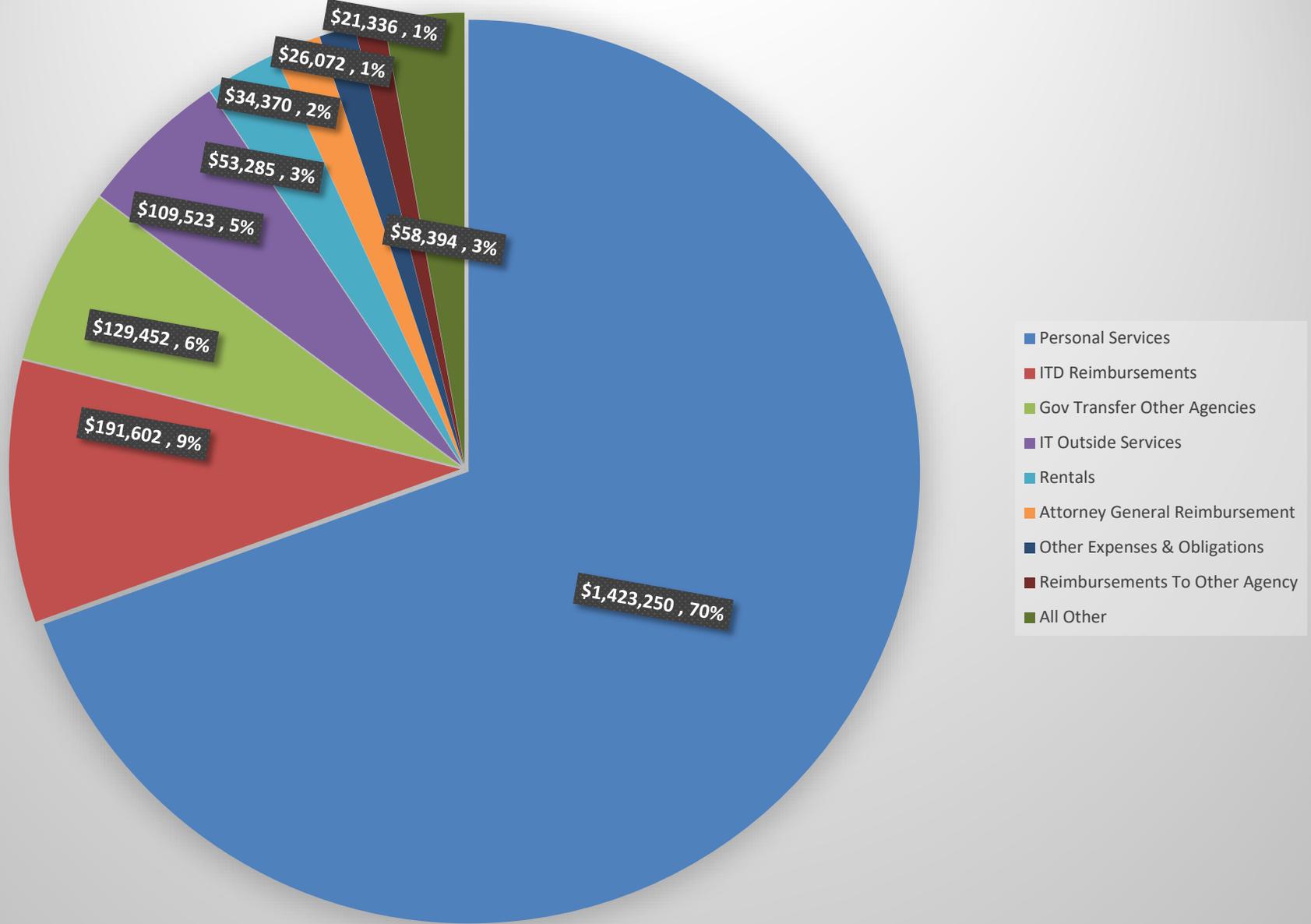
Obj/Rev Class	Obj/Rev Class Name	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	HO13	HO14	HO15	YTD
		Actual	Actual	Actual	Actual	Actual											
Appropriation																	
BBF																	
Revenue Collected																	
234	Gov Transfer In Other Agencies	0	0	6,480	0	0	0	0	86	94	0	0	0	0	14,095	0	20,755
401	Licensure Fees	182,210	251,971	133,519	129,308	146,325	116,068	171,526	128,579	161,010	137,246	140,916	277,678	19,641	0	0	1,995,997
704	DCI Check Fees	58,735	79,675	74,390	57,195	59,250	47,235	62,905	44,640	57,105	45,750	42,075	61,105	4,460	0	0	694,520
Total Revenues:		240,945	331,646	214,388	186,503	205,575	163,303	234,431	173,305	218,208	182,996	182,991	338,783	24,101	14,095	0	2,711,271
234 Gen Fund	Licensure Fees % - Other Agcy			21					29	6							56
401 Gen Fund	Licensure Fees	57,934	80,056	42,561	41,151	46,495	36,871	54,509	40,871	51,189	43,608	44,769	88,245	6,265	0	0	634,524
Total General Fund		57,934	80,056	42,583	41,151	46,495	36,871	54,509	40,900	51,195	43,608	44,769	88,245	6,265	0	0	634,580
Total Receipts		298,879	411,702	256,971	227,654	252,070	200,174	288,940	214,205	269,403	226,604	227,760	427,028	30,366	14,095	0	3,345,851

Receipts July 2023-June 2024



	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
■ Licensure Fees	155,033	198,935	141,664	122,289	103,442	107,060	143,671	119,445	114,367	138,334	0	0
■ DCI Check Fees	54,965	57,355	53,168	42,250	40,345	40,103	54,790	40,655	41,715	49,350	0	0

Expenditures July 2023-June 2024

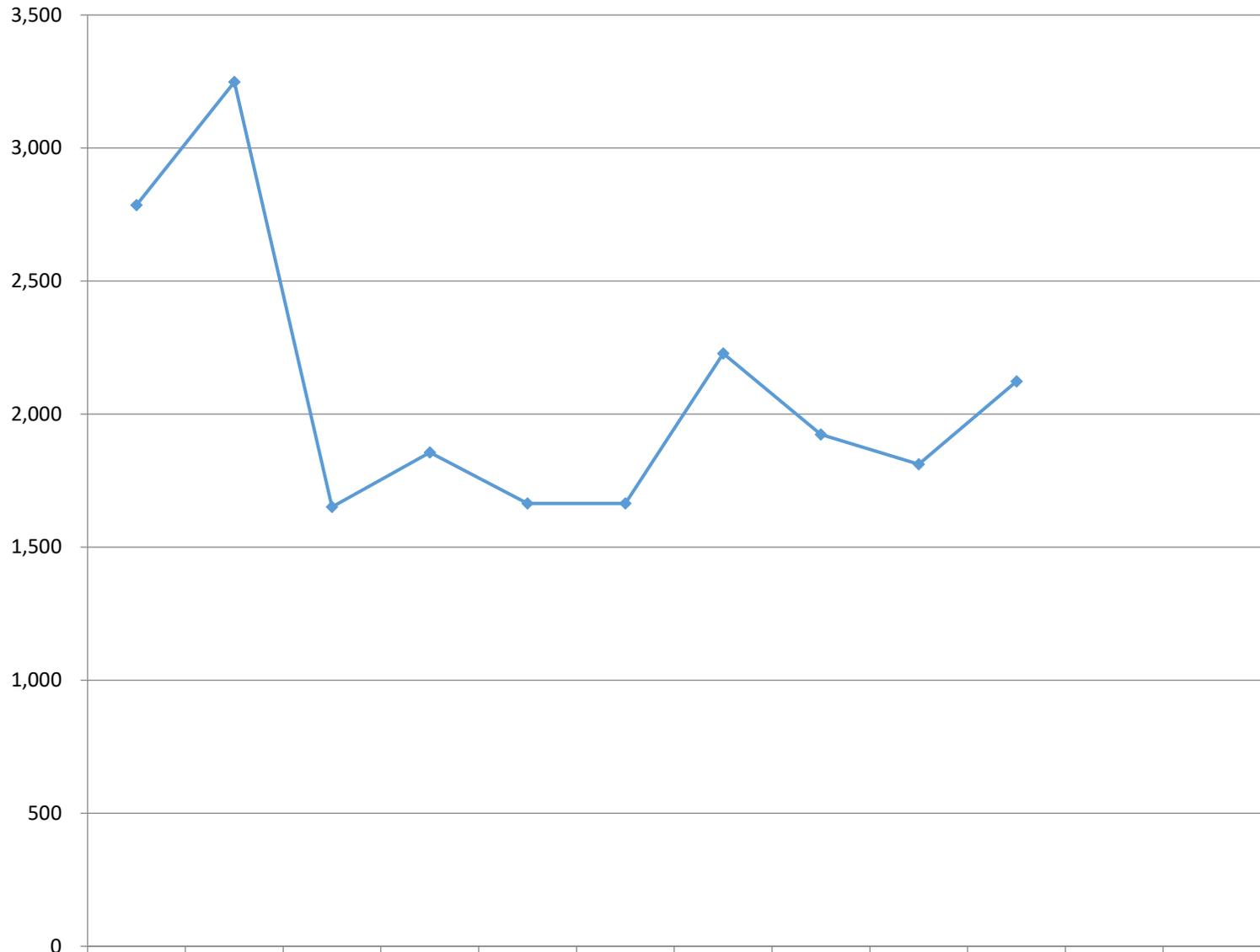


Obligations vs. Budget Report

Budget Fiscal Year: 2024

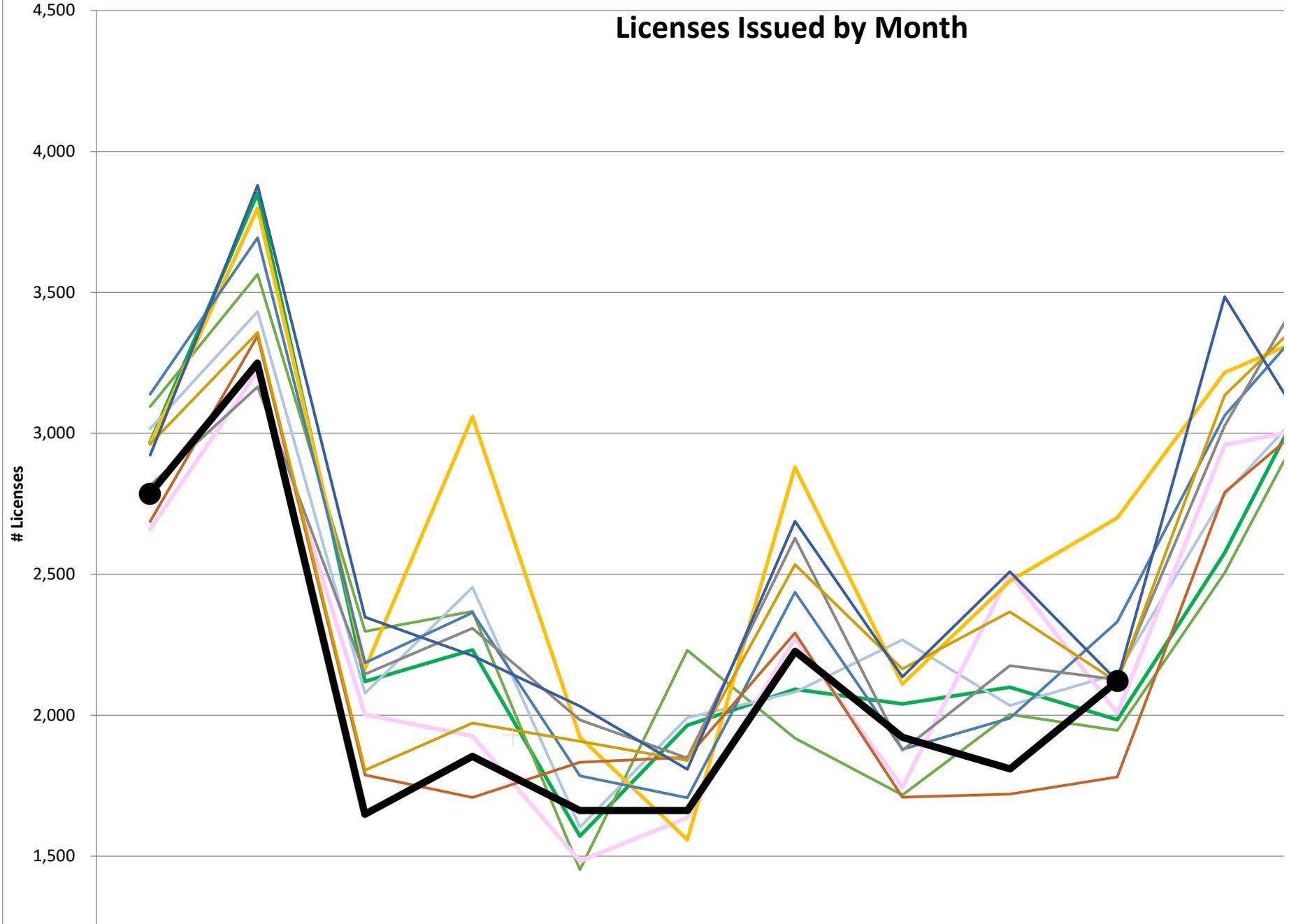
	Actual To-Date	FY-Encumbered	Total Obligations FY-To-Date	FY 24 Budget	Budget Balance	Percent of Budget Received /Spent
Resources -						
Balance Forward	1,696,717		1,696,717	1,637,177		
234 Gov Transfer In Other Agencies	314		314	6,500		
401 Fees, Licenses & Permits	1,344,238		1,344,238	1,950,000		
704 Other	474,696		474,696	680,000		
Total Resources	\$3,515,965	\$0	\$3,515,965	\$4,273,677		
(Total Revenues)	<u><u>\$1,819,248</u></u>	<u><u>\$0</u></u>	<u><u>\$1,819,248</u></u>	<u><u>\$2,636,500</u></u>	\$817,252	69%
Expenditures -						
101 Personal Services	1,423,250		1,423,250	1,643,026	219,776	87%
202 In State Travel	11,542		11,542	20,000	8,458	58%
205 Out Of State Travel	1,925		1,925	20,000	18,075	10%
301 Office Supplies	7,615		7,615	10,000	2,385	76%
302 Facility Maintenance Supplies	0		0	1,000	0	0%
308 Other Supplies	0		0	400	400	0%
309 Printing & Binding	0		0	3,500	3,500	0%
311 Food	17		17	1,000	983	2%
313 Postage	3,722		3,722	12,500	8,778	30%
401 Communications	14,536		14,536	20,000	5,464	73%
402 Rentals	53,285		53,285	71,500	18,215	75%
403 Utilities	2,216		2,216	4,000	1,784	55%
405 Prof & Scientific Services	2,630		2,630	5,000	2,370	53%
406 Outside Services	4,660		4,660	6,000	1,341	78%
408 Advertising & Publicity	0		0	200	200	0%
409 Outside Repairs/Service	0		0	1,000	1,000	0%
414 Reimbursements To Other Agency	21,336		21,336	25,000	3,664	85%
416 ITD Reimbursements	191,602		191,602	550,000	358,398	35%
418 IT Outside Services	109,523		109,523	35,000	(74,523)	313%
432 Attorney General Reimbursement	34,370		34,370	85,000	50,630	40%
434 Gov Transfer Other Agencies	129,452		129,452	455,000	325,548	28%
501 Equipment	6,282		6,282	6,500	218	97%
502 Office Equipment	(415)		(415)	250	665	-166%
503 Equipment-Non Inventory	0		0	16,500	16,500	0%
510 IT Equipment & Software	3,023		3,023	12,000	8,977	25%
602 Other Expenses & Obligations	26,072		26,072	42,000	15,928	62%
702 Fees	0		0	30	30	0%
705 Refunds-Other	640		640	5,000	4,360	13%
Total Expenditures	<u><u>\$2,047,284</u></u>	<u><u>\$0</u></u>	<u><u>\$2,047,284</u></u>	<u><u>\$3,051,405</u></u>	<u><u>\$1,003,121</u></u>	67%
CY Revenue Less Expenditures	<u><u>(\$228,036)</u></u>					
Estimated Carry Forward	<u><u>\$1,468,681</u></u>					

Total # Licenses Issued FY24



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total # Transactions Processed	2,785	3,248	1,651	1,856	1,664	1,664	2,228	1,923	1,812	2,123		

Licenses Issued by Month



Number of Licenses Issued by Month

	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
FY 2024	2,785	3,248	1,651	1,856	1,664	1,664	2,228	1,923	1,812	2,123			20,954
Running Total	2,785	6,033	7,684	9,540	11,204	12,868	15,096	17,019	18,831	20,954	20,954	20,954	
FY 2023	2,923	3,880	2,348	2,211	2,032	1,808	2,688	2,136	2,509	2,121	3,485	2,865	31,006
Running Total	2,923	6,803	9,151	11,362	13,394	15,202	17,890	20,026	22,535	24,656	28,141	31,006	
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	2,687	3,346	1,788	1,708	1,833	1,850	2,292	1,709	1,720	1,781	2,791	3,114	26,619
Running Total	2,687	6,033	7,821	9,529	11,362	13,212	15,504	17,213	18,933	20,714	23,505	26,619	
FY 2019	3,139	3,694	2,186	2,364	1,785	1,707	2,436	1,879	1,989	2,331	3,063	3,496	30,069
Running Total	3,139	6,833	9,019	11,383	13,168	14,875	17,311	19,190	21,179	23,510	26,573	30,069	
FY 2018	2,962	3,799	2,165	3,059	1,922	1,558	2,879	2,110	2,476	2,700	3,216	3,380	32,226
Running Total	2,962	6,761	8,926	11,985	13,907	15,465	18,344	20,454	22,930	25,630	28,846	32,226	
FY 2017	2,660	3,221	2,002	1,926	1,482	1,636	2,273	1,744	2,502	2,007	2,959	3,035	27,447
Running Total	2,660	5,881	7,883	9,809	11,291	12,927	15,200	16,944	19,446	21,453	24,412	27,447	
FY 2016 Actual	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,195	29,083
Running Total	3,017	6,449	8,527	10,981	12,584	14,575	16,657	18,924	20,958	23,105	25,888	29,083	
FY 2015 Actual	3,095	3,564	2,297	2,368	1,452	2,230	1,918	1,717	2,003	1,946	2,505	3,224	28,319
Running Total	3,095	6,659	8,956	11,324	12,776	15,006	16,924	18,641	20,644	22,590	25,095	28,319	
FY 2014 Actual	2,968	3,852	2,120	2,232	1,571	1,964	2,092	2,040	2,099	1,984	2,576	3,314	28,812
Running Total	2,968	6,820	8,940	11,172	12,743	14,707	16,799	18,839	20,938	22,922	25,498	28,812	
FY 2013 Actual	2,744	3,375	1,978	2,488	1,849	1,920	2,231	2,068	2,246	2,188	2,956	3,219	29,262
Running Total	2,744	6,119	8,097	10,585	12,434	14,354	16,585	18,653	20,899	23,087	26,043	29,262	

FY2024 Actual Number of Transactions Processed per Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Add - Add Administrator Endorsement (Iowa Institution)	7	1	5	3		6	9		5	8			44
Add - Add Administrator Endorsement (Out of State Institution)		0		1		1	2	0	0	0			4
Add - Add Concentration Para	17	15	12	1	7	8	8	7	8	8			91
Add - Add Teaching Endorsement (Iowa institution will be recommendatation)	78	98	32	39	18	74	105	69	38	64			615
Add - Add Teaching Endorsement (state min. requirements or non-Iowa institution)	38	64	26	16	14	17	35	27	32	45			314
Convert - Exchange to a Full License	9	13	4	6	4	3	2	7	5	2			55
Convert - Exchange to a Full License (Reciprocity Only)	7	4	6	3	3	3	2	1	3	2			34
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	2	6	2	5	1		4	1	2	1			24
Convert - Initial School Administrative Manager to Full SAM			1		1	2							4
Convert - Standard to Master Educator	89	98	74	60	59	60	109	71	82	100			802
Convert - Temporary or Initial School Business Official to next SBO level	2	3	2	3		4	1	5	2	9			31
Convert Initial Administrator to Professional Administrator	12	3	4	2	1					4			26
Convert Initial Teacher/PSL to Standard/PSL	173	81	15	20	17	20	40	32	48	169			615
Extension - Extension of Class A Class B or Admin Exchange License	19	59	7	16	8	4	4	5	9	14			145
Extension - Extension of Coaching Authorization	43	38	24	24	19	15	19	12	20	12			226
Extension - Extension of Full Authorization (not coaching)	2	4	2	4	5	7	4	4	7	9			48
Extension - Extension of Initial Teacher/Admin (experience met within one year)	15	22	3	6	1	2	2	6	7	25			89
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	53	122	38	69	52	48	53	60	41	41			577
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	3	6	1	1	1					2			14
New - Conditional License: Class B - Administrator	8	8	2	4		4	1						27
New - Conditional License: Class B - Teacher General Education	100	155	23	62	19	14	15	20	9	25			442
New - Conditional License: Class B - Teacher Special Education	75	102	29	24	9	5	12	8	10	21			295
New - Conditional License: Executive Director Design - Special Education	31	42	5	13	6	8	8	1	1	2			117
New - Content Specialist Authorization (Step 1 Transcript Eval)	0	0		0	0	0	0	0	0	0			0
New - Content Specialist Authorization (Step 2 "Processing")	2	2		1	1			1					7
New - Executive Director Decision License	38	58	14	20	7	9	6	1		6			159
New - First Activities Administrator Authorization	1						1	3	1				6
New - First Administrator License (Out of State Preparation)	7	10	7	9	4	4	14	15	11	14			95
New - First Behind the Wheel Driving Instructor Authorization	3	10	6	3	2	3	5	1	1	2			36
New - First Career and Technical Authorization	22	13	1	6	3	4	2	3	8	10			72
New - First Class G License (counseling internship needed - Out of State only)	4	1	2	1			1	3	0				12
New - First Coaching Authorization (in lieu of a coaching on a teaching license)	248	287	131	184	184	143	157	181	200	190			1,905
New - First Evaluator License (do not use if applying for/hold admin. license)	5	3	4	1		2	1	1		2			19
New - First iJAG Authorization	1	13	1	5	1	2	2		6	6			37
New - First Intern School Psychologist	5												5
New - First Iowa Administrator License (Iowa Institution)	19	39	17	17	7	12	13	11	11	8			154
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	54	96	46	33	26	28	42	26	24	33			408
New - First Iowa Substitute License (Out of State is not seeking teaching license)	9	18	16	11	6	12	12	8	3	4			99
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	59	66	143	135	238	224	332	240	253	158			1,848
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	0	0	0	0		0	0	0	0	0			0
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	10	9	3	3	2	2	2	6	4	11			52
New - First Iowa Teaching License (Out of State Institution)	120	84	33	34	27	36	60	53	53	73			573
New - First Native Language Speaker Authorization	2	4		1			1			2			10
New - First Orientation and Mobility License		1					2						3
New - First Paraeducator Certificate	41	83	32	33	37	44	20	22	26	47			385
New - First Prof Svc License: Counsel (Out of State Institution)	5	2	1	1		1	1	2		1			14
New - First Professional Service Counseling SLP School Psy etc (Out of State)	5	4	2		2	2	1	2					18
New - First SAM Authorization	0	1		1					1				3
New - First School Business Official Authorization: Temporary or Initial SBO	2	3	2	1	4	6	3	3	3	1			28
New - First Statement of Professional Recognition - Other	34	23	11	19	1	5	4	4	5	10			116
New - First Statement of Professional Recognition - School Nurse	5	10	5	3	3	2			4	36			68
New - First Substitute Authorization (have not completed teacher prep program)	180	305	225	225	236	241	267	224	166	168			2,237
New - First Teacher Intern License (Iowa Preparation Only)	19	60	2	2	2	1	9	3	8	5			111
New - First Work Based Learning Supervisor Authorization		1		2			2		2	1			8
New - International Exchange Teaching License: Teachers from Spain			11	1									12
New - Preservice Substitute Authorization	1	1											2
New - Temporary Initial license (Iowa grad only)													0
New - Transitional Coaching Authorization (has not completed coaching auth)	12	19	8	13	16	5	4	11	14	4			106
Renew - Behind the Wheel	13	6	6	16	33	40	14	9	9	15			161
Renew Activities Administrator Authorization	1	1				1		1					4
Renew - Administrator/Evaluator License	50	20	17	19	18	20	27	8	10	14			203
Renew - Coaching Authorization	153	198	132	156	129	81	129	171	128	147			1,424
Renew - iJAG Authorization		1								1			2
Renew - Initial Admin	13	9	2	4	1	2	1	3	11	13			59
Renew - Initial Teacher Initial Admin or Initial Professional Service License	36	34	16	20	7	12	15	17	16	24			197
Renew License or Authorization - Advanced Degree and 10 Years Experience		1	0	0	0	3	0	2	0	3			9
Renew - Para Certification	17	22	15	13	9	11	26	16	11	14			154
Renew - School Administrator Manager (Initial or Full SAM)	1	1		1				1	1				5
Renew - School Business Authorization (Full SBO)	5	4	4	5	6	3	8	7	18	6			66
Renew - Standard Master Professional Service Career and Technical or OM	455	429	247	275	257	236	345	283	254	266			3,047
Renew - Statement of Professional Recognition	11	23	14	12	13	13	16	9	8	16			135
Renew - Substitute Authorization	40	56	29	37	22	26	36	30	29	31			336
Renew - Substitute License or Substitute Authorization	68	74	52	54	42	30	50	56	29	35			490
Transcript Analysis Fee	226	199	77	97	73	93	162	150	155	183			1,415
Other Printed Copy of License	13	12	3	3	7	4	5	4	6	5			62
Misc Fee/Overpayment	2	3	1	7	4	4	11	6		3			41
Late Fee (Endorsed/Expired)	113	109	31	103	43	15	14	15	17	12			472
Late Fee (No License)													0
Military Discount													0
Convenience Fee	3,295	3,743	1,944	2,245	2,025	1,947	2,657	2,223	2,149	2,479			24,707
Background Renewal	1,679	1,497	920	1,007	911	832	1,256	1,022	988	1,246			11,358
Background	617	784	532	530	593	545	653	563	538	555			5,910
Total # Transactions Processed	2,785	3,248	1,651	1,856	1,664	1,664	2,228	1,923	1,812	2,123	0	0	20,954

FY2024 Actual Revenue for each Transaction Processed

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Rev
Add - Add Administrator Endorsement (Iowa Institution)	\$ 350	\$ 50	\$ 250	\$ 150		\$ 300	\$ 450		\$ 250	\$ 400			\$ 2,200
Add - Add Administrator Endorsement (Out of State Institution)				\$ 50		\$ 50	\$ 100						\$ 200
Add - Add Concentration Para	\$ 425	\$ 375	\$ 300	\$ 25	\$ 175	\$ 200	\$ 200	\$ 175	\$ 200	\$ 200			\$ 2,275
Add - Add Teaching Endorsement (Iowa institution will be recommendation)	\$ 3,890	\$ 4,900	\$ 1,600	\$ 1,950	\$ 900	\$ 3,700	\$ 5,250	\$ 3,450	\$ 1,900	\$ 3,200			\$ 30,740
Add - Add Teaching Endorsement (state min. requirements or non-Iowa institution)	\$ 1,900	\$ 3,200	\$ 1,300	\$ 800	\$ 700	\$ 850	\$ 1,750	\$ 1,350	\$ 1,600	\$ 2,250			\$ 15,700
Convert - Exchange to a Full License	\$ 765	\$ 1,105	\$ 340	\$ 510	\$ 340	\$ 255	\$ 170	\$ 595	\$ 425	\$ 170			\$ 4,675
Convert - Exchange to a Full License (Reciprocity Only)	\$ 595	\$ 340	\$ 510	\$ 255	\$ 255	\$ 255	\$ 170	\$ 85	\$ 255	\$ 170			\$ 2,890
Convert - Initial Career and Tech/Prelim. Native Language Speaker to Full Auth.	\$ 170	\$ 510	\$ 170	\$ 425	\$ 85		\$ 340	\$ 85	\$ 170	\$ 85			\$ 2,040
Convert - Initial School Administrative Manager to Full SAM			\$ 85		\$ 85	\$ 170							\$ 340
Convert - Standard to Master Educator	\$ 7,565	\$ 8,330	\$ 6,290	\$ 5,100	\$ 5,015	\$ 5,100	\$ 9,265	\$ 6,035	\$ 6,970	\$ 8,500			\$ 68,170
Convert - Temporary or Initial School Business Official to next SBO level	\$ 170	\$ 255	\$ 170	\$ 255		\$ 340	\$ 85	\$ 425	\$ 170	\$ 765			\$ 2,635
Convert Initial Administrator to Professional Administrator	\$ 1,020	\$ 255	\$ 340	\$ 170	\$ 85					\$ 340			\$ 2,210
Convert Initial Teacher/PSL to Standard/PSL	\$ 14,705	\$ 6,885	\$ 1,275	\$ 1,700	\$ 1,445	\$ 1,700	\$ 3,400	\$ 2,720	\$ 4,080	\$ 14,365			\$ 52,275
Extension - Extension of Class A Class B or Admin Exchange License	\$ 2,850	\$ 8,850	\$ 1,050	\$ 2,400	\$ 1,200	\$ 600	\$ 600	\$ 750	\$ 1,350	\$ 2,100			\$ 21,750
Extension - Extension of Coaching Authorization	\$ 1,720	\$ 1,520	\$ 960	\$ 960	\$ 760	\$ 600	\$ 760	\$ 480	\$ 800	\$ 480			\$ 9,040
Extension - Extension of Full Authorization (not coaching)	\$ 170	\$ 340	\$ 170	\$ 340	\$ 425	\$ 595	\$ 340	\$ 340	\$ 595	\$ 765			\$ 4,080
Extension - Extension of Initial Teacher/Admin (experience met within one year)	\$ 375	\$ 550	\$ 75	\$ 150	\$ 25	\$ 50	\$ 50	\$ 150	\$ 175	\$ 625			\$ 2,225
Extension - Extension of Standard Master Prof Admin or Auth (not coach)	\$ 4,505	\$ 10,370	\$ 3,230	\$ 5,865	\$ 4,420	\$ 4,080	\$ 4,505	\$ 5,100	\$ 3,485	\$ 3,485			\$ 49,045
Extension - Final Extension of Initial Teacher (not meeting teaching standards)	\$ 255	\$ 510	\$ 85	\$ 85	\$ 60					\$ 170			\$ 1,165
New - Conditional License: Class B - Administrator	\$ 680	\$ 680	\$ 170	\$ 340		\$ 340	\$ 85						\$ 2,295
New - Conditional License: Class B - Teacher General Education	\$ 8,450	\$ 13,175	\$ 1,955	\$ 5,270	\$ 1,615	\$ 1,190	\$ 1,275	\$ 1,640	\$ 765	\$ 2,125			\$ 37,460
New - Conditional License: Class B - Teacher Special Education	\$ 6,375	\$ 8,620	\$ 2,465	\$ 2,040	\$ 765	\$ 425	\$ 1,020	\$ 680	\$ 850	\$ 1,785			\$ 25,025
New - Conditional License: Executive Director Design - Special Education	\$ 2,635	\$ 3,570	\$ 425	\$ 1,105	\$ 510	\$ 680	\$ 680	\$ 85	\$ 85	\$ 170			\$ 9,945
New - Content Specialist Authorization (Step 1 Transcript Eval)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -
New - Content Specialist Authorization (Step 2 "Processing")	\$ 170	\$ 170		\$ 85	\$ 85			\$ 85					\$ 595
New - Executive Director Decision License	\$ 3,230	\$ 4,930	\$ 1,190	\$ 1,700	\$ 595	\$ 765	\$ 510	\$ 85		\$ 510			\$ 13,515
New - First Activities Administrator Authorization	\$ 85					\$ 85	\$ 255	\$ 85					\$ 510
New - First Administrator License (Out of State Preparation)	\$ 595	\$ 850	\$ 595	\$ 765	\$ 340	\$ 340	\$ 1,190	\$ 1,275	\$ 935	\$ 1,190			\$ 8,075
New - First Behind the Wheel Driving Instructor Authorization	\$ 120	\$ 400	\$ 240	\$ 120	\$ 80	\$ 120	\$ 200	\$ 40	\$ 40	\$ 80			\$ 1,440
New - First Career and Technical Authorization	\$ 1,870	\$ 1,105	\$ 85	\$ 510	\$ 255	\$ 340	\$ 170	\$ 255	\$ 680	\$ 850			\$ 6,120
New - First Class G License (counseling internship needed - Out of State only)	\$ 340	\$ 85	\$ 170	\$ 85			\$ 85	\$ 255	\$ -				\$ 1,020
New - First Coaching Authorization (in lieu of a coaching on a teaching license)	\$ 21,080	\$ 24,345	\$ 11,135	\$ 15,590	\$ 15,640	\$ 12,155	\$ 13,285	\$ 15,385	\$ 17,000	\$ 16,150			\$ 161,765
New - First Evaluator License (do not use if applying for/hold admin. license)	\$ 425	\$ 255	\$ 340	\$ 85		\$ 170	\$ 85	\$ 85		\$ 170			\$ 1,615
New - First IJAG Authorization	\$ 85	\$ 1,105	\$ 85	\$ 425	\$ 85	\$ 170	\$ 170		\$ 510	\$ 510			\$ 3,145
New - First Intern School Psychologist	\$ 425												\$ 425
New - First Iowa Administrator License (Iowa Institution)	\$ 1,615	\$ 3,315	\$ 1,445	\$ 1,445	\$ 595	\$ 1,020	\$ 1,105	\$ 935	\$ 935	\$ 680			\$ 13,090
New - First Iowa Substitute License (holds valid/expired Iowa teaching license)	\$ 4,590	\$ 8,160	\$ 3,910	\$ 2,805	\$ 2,210	\$ 2,380	\$ 3,570	\$ 2,210	\$ 2,040	\$ 2,805			\$ 34,680
New - First Iowa Substitute License (Out of State is not seeking teaching license)	\$ 765	\$ 1,530	\$ 1,360	\$ 935	\$ 510	\$ 1,020	\$ 1,020	\$ 680	\$ 255	\$ 340			\$ 8,415
New - First Iowa Teaching Counseling or Class G license (Iowa Institution)	\$ 5,015	\$ 5,610	\$ 12,155	\$ 11,475	\$ 20,230	\$ 19,040	\$ 28,220	\$ 20,400	\$ 21,505	\$ 13,430			\$ 157,080
New - First Iowa Teaching License (Out of Country Step 1 Transcript Eval)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -
New - First Iowa Teaching License (Out of Country Step 2 "Processing")	\$ 850	\$ 765	\$ 255	\$ 255	\$ 170	\$ 170	\$ 170	\$ 510	\$ 340	\$ 935			\$ 4,420
New - First Iowa Teaching License (Out of State Institution)	\$ 10,200	\$ 7,090	\$ 2,805	\$ 2,890	\$ 2,295	\$ 3,060	\$ 5,100	\$ 4,505	\$ 4,505	\$ 6,205			\$ 48,655
New - First Native Language Speaker Authorization	\$ 170	\$ 340		\$ 85			\$ 85			\$ 170			\$ 850
New - First Orientation and Mobility License		\$ 85					\$ 170						\$ 255
New - First Paraeducator Certificate	\$ 1,640	\$ 3,320	\$ 1,280	\$ 1,320	\$ 1,480	\$ 1,760	\$ 800	\$ 880	\$ 1,040	\$ 1,880			\$ 15,400
New - First Prof Svc License: Counsel (Out of State Institution)	\$ 425	\$ 170	\$ 85	\$ 85		\$ 85	\$ 85	\$ 170		\$ 85			\$ 1,190
New - First Professional Service Counseling SLP School Psy etc (Out of State)	\$ 425	\$ 340	\$ 170		\$ 170	\$ 170	\$ 85	\$ 170					\$ 1,530
New - First SAM Authorization	\$ -	\$ 85		\$ 85					\$ 85				\$ 255
New - First School Business Official Authorization: Temporary or Initial SBO	\$ 170	\$ 255	\$ 170	\$ 85	\$ 340	\$ 510	\$ 255	\$ 255	\$ 255	\$ 85			\$ 2,380
New - First Statement of Professional Recognition - Other	\$ 2,890	\$ 1,955	\$ 935	\$ 1,615	\$ 85	\$ 425	\$ 340	\$ 340	\$ 425	\$ 850			\$ 9,860
New - First Statement of Professional Recognition - School Nurse	\$ 425	\$ 850	\$ 425	\$ 255	\$ 255	\$ 170			\$ 340	\$ 3,060			\$ 5,780
New - First Substitute Authorization (have not completed teacher prep program)	\$ 15,300	\$ 25,925	\$ 19,125	\$ 19,125	\$ 20,060	\$ 20,460	\$ 22,695	\$ 19,040	\$ 14,110	\$ 14,280			\$ 190,120
New - First Teacher Intern License (Iowa Preparation Only)	\$ 1,615	\$ 5,100	\$ 170	\$ 170	\$ 170	\$ 85	\$ 765	\$ 255	\$ 680	\$ 425			\$ 9,435
New - First Work Based Learning Supervisor Authorization		\$ 85		\$ 170			\$ 110		\$ 170	\$ 85			\$ 620
New - International Exchange Teaching License: Teachers from Spain			\$ 935	\$ 85									\$ 1,020
New - Preservice Substitute Authorization	\$ 85	\$ 85											\$ 170
New - Temporary Initial License (Iowa grad only)													\$ -
New - Transitional Coaching Authorization (has not completed coaching auth)	\$ 1,020	\$ 1,615	\$ 680	\$ 1,105	\$ 1,360	\$ 425	\$ 340	\$ 935	\$ 1,190	\$ 340			\$ 9,010
Renew - Behind the Wheel	\$ 520	\$ 240	\$ 240	\$ 640	\$ 1,320	\$ 1,600	\$ 560	\$ 360	\$ 360	\$ 600			\$ 6,440
Renew Activities Administrator Authorization	\$ 85	\$ 85				\$ 85		\$ 85					\$ 340
Renew - Administrator/Evaluator License	\$ 4,250	\$ 1,700	\$ 1,445	\$ 1,615	\$ 1,530	\$ 1,700	\$ 2,295	\$ 680	\$ 850	\$ 1,190			\$ 17,255
Renew - Coaching Authorization	\$ 13,005	\$ 16,830	\$ 11,220	\$ 13,260	\$ 10,965	\$ 6,885	\$ 10,965	\$ 14,535	\$ 10,880	\$ 12,495			\$ 121,040
Renew - iJAG Authorization		\$ 85								\$ 85			\$ 170
Renew - Initial Admin	\$ 1,105	\$ 765	\$ 170	\$ 340	\$ 85	\$ 170	\$ 85	\$ 255	\$ 935	\$ 1,105			\$ 5,015
Renew - Initial Teacher Initial Admin or Initial Professional Service License	\$ 3,060	\$ 2,865	\$ 1,360	\$ 1,700	\$ 595	\$ 1,020	\$ 1,275	\$ 1,445	\$ 1,360	\$ 2,040			\$ 16,720
Renew License or Authorization - Advanced Degree and 10 Years Experience		\$ 85	\$ -	\$ -	\$ -	\$ 135	\$ -	\$ 90	\$ -	\$ 135			\$ 445
Renew - Para Certification	\$ 680	\$ 880	\$ 600	\$ 520	\$ 360	\$ 440	\$ 1,040	\$ 640	\$ 440	\$ 560			\$ 6,160
Renew - School Administrator Manager (Initial or Full SAM)	\$ 85	\$ 85		\$ 85				\$ 85	\$ 85				\$ 425
Renew - School Business Authorization (Full SBO)	\$ 425	\$ 340	\$ 340	\$ 425	\$ 510	\$ 255	\$ 680	\$ 595	\$ 1,530	\$ 510			\$ 5,610
Renew - Standard Master Professional Service Career and Technical or OM	\$ 38,675	\$ 36,465	\$ 20,995	\$ 23,275	\$ 21,845	\$ 20,060	\$ 29,325	\$ 24,055	\$ 21,590	\$ 22,610			\$ 258,895
Renew - Statement of Professional Recognition	\$ 935	\$ 1,955	\$ 1,190	\$ 1,020	\$ 1,105	\$ 1,105	\$ 1,360	\$ 765	\$ 680	\$ 1,360			\$ 11,475
Renew - Substitute Authorization	\$ 3,400	\$ 4,760	\$ 2,465	\$ 3,145	\$ 1,870	\$ 2,210	\$ 3,060	\$ 2,550	\$ 2,465	\$ 2,635			\$ 26,560
Renew - Substitute License or Substitute Authorization	\$ 5,780	\$ 6,290	\$ 4,420	\$ 4,590	\$ 3,570	\$ 2,550	\$ 4,250	\$ 4,760	\$ 2,465	\$ 2,975			\$ 41,650
Transcript Analysis Fee	\$ 13,560	\$ 11,940	\$ 4,620	\$ 5,820	\$ 4,370	\$ 5,580	\$ 9,720	\$ 9,000	\$ 9,280	\$ 10,980			\$ 84,870
Other Printed Copy of License	\$ 195	\$ 180	\$ 45	\$ 45	\$ 105	\$ 60	\$ 75	\$ 60	\$ 90	\$ 75			\$ 930
Misc Fee/Overpayment	\$ 135	\$ 285	\$ 25	\$ 380	\$ 130	\$ 195	\$ 720	\$ 380		\$ 160			\$ 2,410
Late Fee (Endorsed/Expired)	\$ 3,375	\$ 4,725	\$ 1,525	\$ 6,875	\$ 2,575	\$ 1,425	\$ 1,190	\$ 1,275	\$ 1,225	\$ 950			\$ 25,140
Late Fee (No License)													\$ -
Military Discount													\$ -
Convenience Fee	\$ 9,885	\$ 11,229	\$ 5,832	\$ 6,735	\$ 6,075	\$ 5,841	\$ 7,971	\$ 6,669	\$ 6,447	\$ 7,437			\$ 74,121
Background Renewal	\$ 37,415	\$ 31,310	\$ 20,240	\$ 21,950	\$ 20,590	\$ 18,760	\$ 29,710	\$ 21,980	\$ 22,840	\$ 27,460			\$ 252,255
Background	\$ 26,240	\$ 31,340	\$ 20,660	\$ 20,600	\$ 21,950	\$ 19,925	\$ 23,815	\$ 20,460	\$ 19,370	\$ 20,145			\$ 224,505
Grand Total	\$ 298,005	\$ 338,754	\$ 180,352	\$ 206,320	\$ 185,425	\$ 176,321	\$ 239,286	\$ 203,874	\$ 194,142	\$ 222,772	\$ -	\$ -	\$ 2,245,251
Background Total	\$ 63,655	\$ 62,650	\$ 40,900	\$ 42,550	\$ 42,540	\$ 38,685	\$ 53,525	\$ 42,440	\$ 42,210	\$ 47,605	\$ -	\$ -	\$ 476,760
BoEE Total	\$ 168,349	\$ 198,656	\$ 100,215	\$ 117,776	\$ 102,608	\$ 98,846	\$ 133,343	\$ 116,074	\$ 109,114	\$ 125,798	\$ -	\$ -	\$ 1,270,778
Gen Fund Total	\$ 56,116	\$ 66,219	\$ 33,405	\$ 39,259	\$ 34,203	\$ 32,949	\$ 44,448	\$ 38,691	\$ 41,933	\$ -	\$ -	\$ -	\$ 423,593
BoEE + GEN	\$ 224,465	\$ 264,875	\$ 133,620	\$ 157,035	\$ 136,810	\$ 131,795	\$ 177,790	\$ 154,765	\$ 145,485	\$ 167,730	\$ -	\$ -	\$ 1,694,370

NOTICE MEMO

Date: May 17, 2024

To: Board Members

From: Mike Cavin, Executive Director

RE: Amend IAC 282 Chapter 22 - Authorizations

The following amendments will allow a new endorsement option for career and technical authorizations.

ITEM 1. Amend paragraph **282.22.9(3)“c”** as follows:

- c. Applicants ~~shall~~ will meet one of the following qualifications:
- (1) 6,000 hours of recent and relevant experience;
 - (2) 4,000 hours of recent and relevant experience if the applicant holds a baccalaureate degree;
 - (3) 3,000 hours of recent and relevant experience if the applicant holds an associate's degree in the teaching endorsement area sought, if such a degree is considered terminal for that field of instruction;
 - (4) Hold a baccalaureate or graduate degree or closely related degree in the teaching endorsement area sought; or
 - (5) Hold a baccalaureate degree in any area of study if at least 18 of the credit hours were completed in the teaching endorsement area sought.
 - (6) For a career and technical cluster endorsement, meet one of the above qualifications and 2000 hours of recent and relevant experience or 9 semester hours in three areas within the cluster endorsement. Combinations of experience and education may be approved by the executive director.

Recent and relevant experience ~~shall~~ will have been accrued within the ten years prior to the date of application. Experience that does not meet these criteria may be considered at the discretion of the executive director. In subjects for which state registration, certification or licensure is required, the applicant ~~must~~ will hold the appropriate license, registration or certificate before the initial career and technical secondary authorization or the career and technical secondary authorization will be issued.

IOWA BOARD OF EDUCATIONAL EXAMINERS

APR 12 2024

PETITION FOR WAIVER

Chapter 6 – Waivers or Variances from Administrative Rules

General Directions:

- Please print clearly or type on the form. The information is provided in this format to the Board of Educational Examiners for review. If the information is not legible, the petition will not be submitted to the Board.
- The petition must be complete. If any criterion is left blank, the petition for a waiver will not be submitted to the Board.
- Provide clear and convincing evidence for all sections of the petition for a waiver.

Section A. PETITIONER'S INFORMATION.

Name: Jessica Gutzman

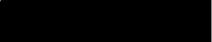
Case No. 24-05

(to be completed by Board)

Address: 

Date: April 5, 2024

Folder Number (if known): 988240

Home Phone with Area Code: 

Work Phone with Area Code: 

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

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

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

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

2. The waiver from the requirements of the rule in the specific case would not prejudice the substantial legal rights of any person;
3. The provisions of the rule subject to the petition for a waiver are not specifically mandated by statute or another provision of law; and
4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than prescribed in the particular rule for which the waiver is requested.

Section C. BOARD DISCRETION. 282—6.10(1)

- **Board's decision.** The final decision on whether the circumstances justify the granting of a waiver shall be made at the sole discretion of the board, upon consideration of all relevant factors. Each petition for a waiver shall be evaluated by the board based on the unique, individual circumstances set out in the petition.
- **Appeal of Board's decision.** Once a decision is rendered by the Board, the decision is final. If you wish to contest the decision, you must do so in district court.

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

- **Be thorough.** Please complete the petition for a waiver in detail. This is the document that the Board will utilize in determining the outcome of your petition for a waiver. Do not assume that the Board will have any information that is not included on this waiver. If the information is not provided on the petition for a waiver, the information is not shared with the Board for its review.
- **Support.** You may attach additional pages to provide more documentation than what could be included in the spaces provided.
- **Burden of proof.** The burden of persuasion rests with the petitioner to demonstrate by clear and convincing evidence that the board should exercise its discretion to grant a waiver from a board rule. _
- **Board meeting agenda.** Please be aware that if you wish to attend the Board meeting at which your petition for a waiver is included on the agenda, you are welcome to speak at the public comment time on the agenda. You do not present the information to the Board regarding your petition during the agenda time set aside for your petition. That is the time that the Board will review the written information you have provided. If the Board asks you a question, you may respond.
- **New information.** If new information is provided at the Board meeting that was not included in the petition for a waiver, please be aware that the Board may table the discussion on your petition while reviewing the new information provided.

Section E. RULE INFORMATION

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

Citation: *13.29(2) Removal of an endorsement; reinstatement of removed endorsement.*

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

13.29(2) Removal of an endorsement; reinstatement of removed endorsement.

a. Removal of an endorsement. A practitioner may remove an endorsement from the practitioner's license as follows:

(1) To remove an endorsement, the practitioner shall meet the following conditions:

1. A practitioner who holds a standard or master educator license is eligible to request removal of an endorsement from the license if the practitioner has not taught in the subject or assignment area of the endorsement in the five years prior to the request for removal of the endorsement, and

2. The practitioner must submit a notarized written application form furnished by the board of educational examiners to remove an endorsement at the time of licensure renewal (licensure renewal is limited to one calendar year prior to the expiration date of the current license), and

3. The application must be signed by the superintendent or designee in the district in which the practitioner is under contract. The superintendent's signature shall serve as notification and acknowledgment of the practitioner's intent to remove an endorsement from the practitioner's license. The absence of the superintendent's or designee's signature does not impede the removal process.

(2) The endorsement shall be removed from the license at the time of application.

(3) If a practitioner is not employed and submits an application, the provisions of 13.29(2) "a"(1)"3" shall not be required.

(4) If a practitioner submits an application that does not meet the criteria listed in 13.29(2) "a"(1)"1" to "3," the application will be rendered void and the practitioner will forfeit the processing fee.

(5) The executive director has the authority to approve or deny the request for removal. Any denial is subject to the appeal process set forth in rule 282—11.35(272).

Section F. WAIVER INFORMATION

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

I would like to have the K-12 Instructional Strategist II: ID-264 endorsement removed from my Licensure. During my 6th year of teaching at Fort Madison Community School High School, I was notified that I would be involuntarily transferred to a local catholic school serviced by the public school, for the 2016-2017 school year. A teacher with less seniority had her Strat II endorsement, and I was told she was able to stay at the current location due to the Strat II endorsement. I called the state of Iowa to see what I needed to do to obtain the endorsement to keep my current position. The state stated that if I was able to prove to them that I had taken some of the courses, they would grant it to me. I was able to provide them with information from the University of Toledo verifying I had taken some of the required courses. I submitted the paperwork and was given the Strat II endorsement from the state of Iowa. I was involuntarily transferred to a mild/moderate classroom at the catholic school in grades K-12 using my Strat I endorsement. I enjoyed my position at the catholic school but was notified at the end of the 2018-2019 school year that I

would be involuntarily transferred to the public middle school using my Strat II endorsement. I decided to apply at a different school and was hired as an elementary teacher at Mediapolis Elementary School using my Strat II endorsement.

Unfortunately, I did not realize the expectations involved in being a Strat II teacher. The position was extremely different than my previous 9 years in special education. I was provided training in alternate assessment and used the Iowa essential standards to drive my instruction. Daily, I felt like I was unable to succeed. I thought it was possibly due to my lack of experience and chose to try another year in the same position.

I decided that I was not the best fit for students in this program and applied for a Strat I position for the 2019-2020 school year at the middle school and high school level. I informed Mediapolis at the end of 2018 that I would be leaving the district if I was unable to teach in an area that I felt was best for students. The district granted me the position and I was in a much better state of mind to be able to provide the instruction needed for the students. At the conclusion of the year 19/20 year, I became a stay-at-home mom with the addition of a new child.

In the 2023-2024 school year, I was eager to get back into the classroom and I applied for a new position at West Burlington Independent School District using my mild/moderate Strat I endorsement. They offered me the position and this year has been a wonderful year. I have enjoyed my work with the students and their success. I enjoyed helping them grow and knew right away that it was a great fit for myself and the students.

Recently I was informed that my position was being consolidated and there was a need for a teacher at the elementary. I received notification the I will be involuntarily transferred to run a new autism program using the K-12 Instructional Strategist II:ID-264 endorsement for the upcoming 2024-2025 school year. Having already experienced a Strat II position and knowing the turmoil it took on my life, I am already feeling some of the anxiety I had at that time I was teaching in the former Strat II classroom. I am already fearing the emotional and physical stress this position will produce. Due to the need of a Strat II endorsement in multiple schools around us, I am not willing to apply for a new position in a different district, because of the risk of being involuntarily transferred into a Strat II position.

Iowa law states if I use the Strat II endorsement, I will not be able to apply for a removal for another five years. I am one year away from qualifying for the Strat II removal and I am requesting a waiver.

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

At this time, if I am unable to remove the endorsement, I am not willing to secure a full-time teaching position that may force me into another involuntary transfer to a Strat II position. I stand to suffer a significant loss in salary and benefits. I am willing to substitute but will not seek a teaching contract for the 2024-2025 or 2025-2026 school year to ensure that I can remove the K-12 Instructional Strategist II:ID-264 endorsement.

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

To my knowledge, no substantial legal rights will be affected by waiving this rule. For the best interest of my physical and mental health, I find myself in a position having to write a letter of resignation to the district if I have no other choice but to be forced into the Strat II position.

4. How would the equal protection of public health, safety and welfare be afforded if this waiver were granted? What are the benefits for your students if your waiver is granted? What are the benefits for

other students? What are the benefits for the school district? How will you ensure that the welfare of your students will not be compromised if the waiver is granted? How will this decision protect the profession and the integrity of the licensure standards? How will this decision ensure the delivery of highly qualified content for enhanced student learning?

My greatest success has been in working with students in a Strat I mild/moderate position and it is the area I am passionate about. I hold a K-12 endorsement and have enjoyed all age levels in this position. If granted the waiver, I could go back into the classroom and service students whom I feel I can strongly encourage to perform better academically and emotionally. I would be an asset to many different schools since I can teach at all grade levels. I knew I wanted to teach the minute I left high school, and it has been my passion for years. It is my personal desire to do what is best for kids and help them reach their full potential every single day. I am well known for building a strong rapport with students who struggle, not only academically, but also behaviorally. I encourage all stakeholders to be positive, including students and all employees around me. Teaching is a part of who I am, but I do not feel it is possible for me to do what is best for kids when I am placed in a classroom of which I have not experienced success nor have the desire to teach. Students deserve an educator who is passionate and can provide the direct instruction they need to become successful in their learning career daily.

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

I would like to request this waiver to occur as soon as possible, for the start of the 2024-2025 school year.

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

The West Burlington Independent School District is aware that I am not interested in using the endorsement. Mediapolis Community School District was also aware when they granted me the mild/moderate position.

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

I was unable to find a similar position for a waiver on the website.

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

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

Jessica Gutzman

4/12/2024

Petitioner's Signature

Date

This Petition is to be submitted to: Board of Educational Examiners, 701 E. Court Ave., Suite A, Des Moines, IA 50309-4941.

Waiver form revised - Dec. 2011.doc.certifdrive

MAY 01 2024

IOWA BOARD OF EDUCATIONAL EXAMINERS

PETITION FOR WAIVER

Chapter 6 – Waivers or Variances from Administrative Rules

General Directions:

- Please print clearly or type on the form. The information is provided in this format to the Board of Educational Examiners for review. If the information is not legible, the petition will not be submitted to the Board.
- The petition must be complete. If any criterion is left blank, the petition for a waiver will not be submitted to the Board.
- Provide clear and convincing evidence for all sections of the petition for a waiver.

Section A. PETITIONER'S INFORMATION.

Name: Julie Perkins Case No. 24-06
(to be completed by Board)

Address: _____

_____ Date: 4/21/24

Folder Number (if known): _____

Home Phone with Area Code: (____) ____-____-____
Work Phone with Area Code: (____) ____-____-____

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

- Denial of application. In order for a petition for a waiver to be reviewed, the petitioner must have submitted an application to the Board of Educational Examiners and the determination has been provided to the petitioner that the petitioner is not eligible for the action to be completed based on a Board of Educational Examiners' rule. Please indicate when you submitted the application:
June 2023

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

1. The application of the rule would impose an undue hardship on the person for whom the waiver is requested;
2. The waiver from the requirements of the rule in the specific case would not prejudice the substantial legal rights of any person;
3. The provisions of the rule subject to the petition for a waiver are not specifically mandated by statute or another provision of law; and
4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than prescribed in the particular rule for which the waiver is requested.

Section C. BOARD DISCRETION. 282—6.10(1)

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

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

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

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

- Support. You may attach additional pages to provide more documentation than what could be included in the spaces provided.

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

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

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

Section E. RULE INFORMATION

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

Citation: 282-22.15(1) Authorization This authorization is provided to applicants who have not completed a teacher preparation program but who hold a master's degree or higher in an endorsement area.

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

Description:

I would like the Board to waive the requirement of a degree in an endorsement area as I have a doctorate in medicine.

Section F. WAIVER INFORMATION

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

I am requesting that the Board approve a content specialist authorization for me. I would like to obtain the Science-Biological. 5-12 authorization. I believe that I have completed the necessary credit hours in school and/or work experience. I went to St. Olaf College and received a Bachelor of Arts in Biology. I completed many courses in biology. I went to medical school and earned a doctorate of medicine. I practiced family medicine for 20+ years in Carroll, Iowa. I have completed an immense amount of science education. For the past two years, I have worked as a long term substitute teaching 7th grade science at Kuemper.

For the Science-Biological. 5-12 I have taken the following credit hours:

1. St. Olaf College-Anatomy and Physiology, Cellular Biology and Genetics, Organismic Biology, Intermediate Genetics, Animal Physiology, Plant Physiology, Human Nutrition, Maternal and Child Nutrition, Molecular Biology, Nutrition Adolescent and Adult, Structural Chemistry, Chemical Reactions, Exercise Physiology, Organic Chemistry, and Physics
2. Rush Medical College-Histology, Human Anatomy, Physiology, Biochemistry, Immunology, Microbiology, Neurobiology, Pharmacology, Pathology, Pathophysiology, Psychopathology and clinical rotations in Family Medicine, Internal Medicine, Surgery, Psychiatry, Obstetrics and Gynecology

2. In your own words, provide a brief narrative of the hardship that the Board's rule(s) would impose upon you (not the school district, not the area education agency, nor the local board of directors):
I know that there is a teacher shortage. Kuemper has been looking for a 7th grade science teacher for 2+ years (2 of which I have filled the position). I am trying to help our local school and students. I want to continue to use my education to help others. If the Board does not approve the authorization, I may no longer be able to teach.

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

I do not believe any legal rights of others will be affected. If I am approved for a content specialist authorization, it may allow for others with significant education and experience to teach. This may help to alleviate the teacher shortage.

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

If I am able to obtain the content specialist authorization, I will be able to teach students in our schools. As I stated, I have been the long term substitute for 7th grade science for the past 2 years. It has been challenging and rewarding. I enjoy learning and trying to help others to learn. I think that I have done a good job, but I am continually trying to get better at teaching. I think that I have been a good asset for both the students and

the school. If the Board decides to grant me the content specialist license, I will be an example for others with an education and experience in a certain field to teach.

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

I am requesting this waiver for the duration of initial content specialist authorization. Then, I would hope to renew the authorization.

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

1. Ted Garringer
2. Kathy Behrens

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

A recent petition for a waiver was granted to a teacher with an advanced degree in chemistry. The teacher had taught chemistry and physics at a college for 15 years and held a content specialist authorization in chemistry. The teacher was awarded the authorization to teach physics in addition to chemistry.

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

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

Julie Perkins

Petitioner's Signature

Date

This Petition is to be submitted to: Board of Educational Examiners, 701 E. Court Ave., Suite A, Des Moines, IA 50309-4941.