



## BoEE Quarterly Newsletter – November 2020



In this issue:

Licensure System Update – Renewal tips – Substitute Authorizations -  
December Graduates – Hints for School Administrators – Holidays – Ethics –  
Teaching Online – Recent Cases

### Licensure System Update

Our software developer has changed some security features with our system, which limits access to submitting electronic forms. This change required us to turn off the function that sends an e-form from an applicant's application. As of October 16th, all e-forms for conditional licensure, experience, conversion, and employment verification are now PDF documents that applicants will provide to administrators to be signed, which can be scanned and emailed back to the applicant for efficiency if desired. Applicants will be responsible for loading this document to their individual application.

### Did you know. . . ?

- You may apply to renew your license **one year in advance** of the expiration date without losing any time on your new license.
- You may use one completed Individualized Professional Development Plan for **one renewal credit** per renewal cycle.
- You may obtain a certificate from an Iowa college showing renewal credits earned for serving as a cooperating teacher for practicum students and student teachers for up to **two credits** per renewal cycle.
- You may earn up to one credit for each microexternship completed. [Click here to view the micro-externship renewal credit form.](#)
- You will use our [new online system](#) to apply for a new license or to renew your license, and we even accept clear pictures of transcripts taken from a smartphone.
- View all standard/master [renewal credit options here.](#)

# Substitute Authorizations

## Substitute Teachers



Governor Kim Reynolds has issued a new proclamation as of July 17, 2020, which allows for increased flexibility in the use of [substitute teachers](#) during the disaster emergency period as follows:

1. The day limitation (5 days in a row, 10 days in a month, in any one assignment) for holders of a substitute authorization is removed, and the long-term substitute day limit (90 days) is removed.\*
2. The degree requirement to obtain a substitute authorization is changed from a bachelor's degree to an associate's degree or 60 semester hours through a [regionally-accredited institution](#). **The substitute authorization course is still required.**\*
3. The age requirement of 21 years of age for a substitute authorization is changed to age 20.
4. Paraeducators who hold a paraeducator certificate with the limited substitute authorization to serve as a substitute only in their own special education classroom may serve as a substitute in any classroom (except driver's ed).
  - a) Paraeducators need to hold a substitute authorization to serve as a substitute teacher.
  - b) If the paraeducator holds a regular substitute authorization, they may serve as a substitute teacher in any classroom except driver's ed (this is not a change).
  - c) If the paraeducator holds the limited substitute authorization to serve as a substitute teacher only in their own special education classroom, they may substitute in any classroom *during this proclamation*.
5. Holders of a career and technical authorization with at least one year of experience may serve as a substitute in any classroom (except driver's ed).\*

\*Changes to the day limitation, degree requirement, and allowing persons with additional authorizations allowed to serve as substitute teachers are proposed as permanent rule changes and are awaiting final approval. The proposed permanent changes do not include the above temporary changes to the age requirement or the authority of a paraeducator.

## Hiring December Graduates

School districts may have openings or substitute positions available now or next semester.

- December graduates may teach or substitute teach once their Iowa initial license has been issued. Each college has a different timeline for sending recommendations for licensure ranging from mid-December to mid-January.
- If you are offering a new graduate a position, and they have all requirements met except for the required assessments, they may apply for a temporary initial license.
- New graduates may substitute teach right away if they hold a substitute authorization.

## Helpful Hints for School Administrators

[Bookmark this link](#) for important information about Iowa license types, BEDS information, ethics presentations, and other important information for school administrators and HR directors. Guidance about [work experience coordinators](#) can also be found on this document.

## Happy Holidays: Legal Considerations



Public school officials need to be especially conscious at this time of year that not all holidays are celebrated by all students and families. The [Iowa Department of Education](#) has created a quick (not meant to be exhaustive) checklist of what public school officials are prohibited from doing and what they are permitted to do.

## Ethical Issues – Teaching Online



Troy Hutchings, Ed.D., who is the senior policy advisor for the National Association of State Directors of Teacher Education and Certification (NASDTEC), recently wrote about the new challenges facing teachers in an online environment. He consulted with Frederick Lane, who is an expert in education law specifically around cyber issues. The first topic they discussed was mandatory reporting in the era of remote learning. Fred reminds us of the following:

- Educators have the legal and ethical obligation to report suspected child abuse.
- Educators are often the first to observe evidence of abuse or neglect.
- Educators now have a virtual window into the homes of students.

He suggests that school districts devote time over the coming months to better understand reporting requirements in this new instructional delivery system.

*Frederick S. Lane is an author, educational consultant, and attorney based in New York. He is the author of 10 books, including [Cybertraps for Expecting Moms and Dads](#), [Raising Cyberethical Kids](#), and [Cybertraps for Educators](#). All of his books are available through Amazon or his websites, [Fredericklane.com](http://Fredericklane.com) and [Cybertraps.com](http://Cybertraps.com).*

## Recent Cases

The respondents in the following cases waived their right to a hearing and voluntarily surrendered their respective licenses:

<http://www.iowa.gov/legacyboee/board/orders/2019/19-185.pdf>

<http://www.iowa.gov/legacyboee/board/orders/2019/19-157.pdf>

<http://www.iowa.gov/legacyboee/board/orders/2019/19-86.pdf>

In case number [20-08](#), the respondent was charged with soliciting or encouraging an inappropriate relationship with a student by sending multiple personal communications to students that were not appropriate in light of professional boundaries required of the respondent. The settlement agreement imposes a reprimand, a one-year suspension, and a requirement to complete an ethics course.

The respondent in case number [20-02](#) abandoned a written professional employment contract without prior unconditional release by the employing school board. Per the resolution agreement in the case, the respondent received a public reprimand.

The settlement agreement in case number [20-11](#) imposes a reprimand and a requirement to complete an ethics course after the respondent violated applicable law by failing to adequately collect student progress monitoring data.

In case number [20-50](#), the respondent admitted using estimated behavioral data for a student's IEP. The data was not supported by records as required. The settlement agreement imposes a reprimand and a requirement to complete an ethics course.

The respondent in case number [20-03](#) was charged with being on school premises while under the influence of alcohol. The settlement agreement imposes a reprimand and requires the respondent to complete a substance abuse evaluation and follow all recommendations from the provider.

Case number [19-158](#) involved a complaint of contract abandonment. The settlement agreement imposes a reprimand.

In case number [19-120](#), the respondent allegedly engaged in, encouraged, and/or solicited a romantic and sexual relationship with a person who was a student within 90 days prior to the conduct at issue. The settlement agreement imposes a reprimand and a suspension for a minimum of five years. Prior to seeking reinstatement, the respondent must complete an ethics course.

The respondent in case number [20-52](#) was charged with falsifying or deliberately misrepresenting or omitting material information regarding the evaluation of students. The settlement agreement imposes a reprimand and requires the respondent to complete an ethics course.

The respondent in case number [19-148](#) was charged with incompetence and falsification/misrepresentation of student information. Following a hearing, the final order imposes a reprimand and suspends the respondent's special education endorsements for a minimum of one year. The respondent must complete an ethics course prior to seeking reinstatement of these endorsements.