



Iowa Board of  
Educational Examiners



## BoEE Quarterly Newsletter – August 2018

In this issue: *Licensure Renewal Tips, Iowa License Types, Substitute Licensure, Conditional Licensure, New Computer Science/CTE Information Technology Endorsements, Teacher Pathways, Ethical Dilemmas, Recent Cases.*

### Did you know . . . ? Licensure Renewal Tips

**I GOT IT -**

**I CAN USE ONE OF  
MY INDIVIDUAL  
PROFESSIONAL  
DEVELOPMENT  
PLANS FOR ONE  
RENEWAL  
CREDIT!**



## EARN CREDITS FOR WORK YOU ARE ALREADY DOING:

- Up to two credits may also be earned per cycle by serving as a cooperating teacher for candidates from Iowa institutions. The Iowa college will issue the certificate showing your credits.
- One credit per renewal cycle may be earned through the successful completion of an Individualized Professional Development Plan. We will need a completed IPDP signed by an evaluator. The plan should minimally including specific goal(s), planned activities, alignment to building/district goals, alignment to the Iowa teaching standards, data collected, and how the goal impacted student learning.

Additional credits should be from approved Iowa providers such as the AEA, ISEA, PEI, SAI, Iowa colleges, or undergraduate or graduate college credits from any regionally-accredited institution. Credits need to be earned after the issue date of the current license, or be no more than five years old if the license is expired. Credits should be relevant to education or an endorsement area.

Why wait? You can renew your license ONE YEAR prior to your expiration date, and you will not lose any time on your license. We will add the new time to your current expiration date.

## Iowa License Types and Information

The Iowa Board of Educational Examiners has created a new licensure information document which will assist educators to easily navigate and understand Iowa license and authorization types, terms of validity, renewal or extension options, and other important information. This document will support districts as vacancies continue to be filled and as educators prepare for the upcoming school year. We appreciate the value that Iowa educators give to licensure, and we hope that this additional tool will provide needed information in a user-friendly format, which synthesizes much of our information into one document. We encourage you to bookmark this shared document for easy reference.

### [Iowa License Types and Information](#)

We have received some additional questions about **School Social Workers**. The only individuals that districts may employ as School Social Workers (who they may title as School Social Workers and who are eligible for operational sharing) are social workers licensed with the BoEE with either a Professional Service License or a Statement of Professional Recognition as a School Social Worker. Minimum requirements: MA in Social Work.

## Substitute Licensure – Open Positions



If a district cannot find a teacher who is properly licensed for an open position, a substitute should not be used. Districts should instead find licensed candidates willing to pursue the necessary coursework and apply for conditional licensure.

**Districts may not use a substitute teacher to temporarily cover a position while a recent graduate waits to pass the required assessments for licensure.**

School districts may only start the year with a substitute teacher under the following conditions:

- A substitute may fill in for a regularly licensed and contracted teacher who is on extended leave but will be returning.
- With BoEE approval, a substitute may fill an unusual last-minute resignation or last-minute new section until the position can be filled, which requires an immediate diligent search.

Substitutes may serve when a properly-licensed contracted teacher is out on leave. Educators may use a teaching license, administrator license, or substitute license to serve as a substitute teacher. Non-educators with a bachelor's degree may instead pursue a substitute authorization (no long-term subbing).

## Conditional Licensure

The **Class B License** is valid for two school years and may be issued under the following conditions:

- The person is the holder of a valid Iowa license with one or more endorsements and is seeking to obtain some other endorsement
- The employer requests the Class B be issued due to an official position offer
- The individual seeking this endorsement has completed at least two-thirds of the requirements or one-half in a shortage area.

The **Executive Director Decision License** is valid for one school year and may be issued under the following conditions:

- The person is the holder of a valid Iowa license with one or more endorsements and is seeking to obtain some other endorsement
- The employer requests the Executive Director Decision license be issued
- The employer verifies the diligent search to find a fully licensed teacher for the position
- The individual seeking this endorsement is not eligible for the Class B license

## CTE Information Technology and Computer Science – New Endorsements



The 5-12 CTE Information Technology Endorsement is required for those teachers who will be teaching specific technology courses as a new CTE program. For information regarding CTE programs, contact Pat Thieben ([pat.thieben@iowa.gov](mailto:pat.thieben@iowa.gov)). For information regarding the new endorsements, contact Joanne Tubbs ([joanne.tubbs@iowa.gov](mailto:joanne.tubbs@iowa.gov)). Otherwise, all

technology courses may continue to be taught by anyone with an endorsement at the grade level of the students being taught.

The K-8 or 5-12 computer science endorsement is not required to teach any specific course, but there is also a one-year coursework waiver period for this optional endorsement.

During the coursework waiver period, we can waive coursework requirements for eligible applicants and add the endorsement permanently to the license (grandfathering).

Coursework waiver requirements for CTE Information Technology and/or Computer Science:

1. Initial, Standard, Master Educator, or Regional Exchange license
2. Two years of experience teaching computer science, computer programming (including web design), or IT networking (not computer applications)
3. For CTE Information Technology: hold another CTE endorsement such as business, industrial technology, etc.
  - a. Note: we can waive all but the CTE methods courses for teachers who meet the other requirements but do not hold a CTE endorsement.
4. Recommendation from the school administrator
5. Submit the [online coursework waiver application](#) before the required deadline:



**The coursework waiver application period is ending soon** for the CTE Information Technology endorsement (August 9, 2018). Applications must be received by that date.

**5-12 CTE Information Technology: August 9, 2018 deadline**

**K-8 or 5-12 Computer Science: March 21, 2019 deadline**

## Teacher Pathways

The Board of Educational Examiners recognizes the need for teachers to be prepared to serve all students in Iowa, while also acknowledging that working adults may have incredible talents and knowledge to offer and will greatly benefit from an alternative accelerated pathway. If you are aware of someone in your community who is considering a career change to education, please pass along the following options:

- Fast-track Teacher Intern Program. This route requires that a bachelor's degree and content coursework has already been achieved. General pedagogy coursework is completed and an internship is secured at full salary in lieu of student teaching. This is a highly successful alternative route program.
- Career and Technical Authorization. This route requires hours of experience to teach in career and technical fields (no degree required). 6000 experience hours (approximately three years) or 4000 experience hours (if the applicant also has a bachelor's degree) are required. Applicants can begin teaching immediately, and short courses in basic pedagogy are completed online. This is a highly successful alternative program which fills a great need in Iowa including but not limited to areas such as construction, drafting, welding, mechanics, military, electricity, culinary, agriculture, engineering, technology, and many more.
- Community college dual credit instruction: No licensure is required for instructors at community colleges.
- Traditional Pathway: This is usually a bachelor's or master's degree, and includes coursework in the content area to be taught, general pedagogy coursework, and a full student teaching placement.

Our agency has also approved new rules to allow applicants who have completed a traditional program in another state to transfer to Iowa more easily. Applicants with three or more years of teaching experience are not required to complete assessments. Applicants with 10 or more years of experience, or five or more years of experience plus a master's degree are not required to complete coursework deficiencies as long as our other requirements are met. Administrators who are not also seeking a teaching license will not have coursework deficiencies for that license (they will need to be eligible for the teaching license, but do not need to obtain it).

## Ethical Issues – Recognizing Dilemmas



Educators know that they are entering a highly rewarding profession, but many fail to recognize that it is also a high-risk profession. Educator misconduct is usually viewed as a singular event, when in reality it is typically a very gradual process.

Consider the following. What's the worst that might happen if . . .

- you give a student a ride home?
- you loan your cell phone to a student?
- you purchase personal items for a student?
- you connect with students on social media through a personal account?

Recognizing risk allows educators to have open and honest discussions in order to find transparent solutions to the dilemmas they face. As we move away from autonomous instructional planning, we hope that collaborative discussions around these daily dilemmas may occur as well, which will give educators the framework necessary to maintain professional boundaries while still making meaningful connections with students.

## Recent Case Studies

Per a settlement agreement, the respondent in case number [17-147](#) was reprimanded by the Board and must complete an ethics course, after abandoning an employment contract without release by the employing district.

The respondent in case number [17-140](#) was charged with soliciting or encouraging an inappropriate relationship with a student through numerous personal text messages. The settlement agreement imposes a reprimand and a minimum 18-month suspension, as well as an ethics course and a mental health evaluation as prerequisites to reinstatement.

In case number [17-103](#), the respondent was charged with being on school premises while under the influence of alcohol. Per a settlement agreement, the respondent is reprimanded and suspended for a minimum of one year. The respondent must complete an ethics course, and must provide documentation of continued counseling prior to seeking reinstatement.

The respondent in case number [18-45](#) was charged with soliciting or encouraging an inappropriate relationship with students and failing to make reasonable efforts to protect student health and safety. Investigative information indicated the respondent allowed a

student to use the respondent's car to run errands for the respondent. The respondent also provided students with an over-the-counter supplement without parental permission. The settlement imposes a reprimand and requires completion of an ethics course.

The respondent in case number [17-174](#) abandoned his employment contract without release by the employing district. After a complaint was filed, the respondent agreed to a one-year license suspension.

In case number [17-175](#), the respondent was charged with using family sick leave to go on a vacation. The settlement agreement imposes a reprimand and a requirement to complete an ethics course.

Following a hearing, the respondent in case number [17-167](#) was reprimanded and suspended for a minimum period of two years for being on school premises while under the influence of alcohol. The respondent was ordered to complete an ethics course and substance abuse evaluation prior to any request for reinstatement.

In case number [17-36](#), the respondent's license was permanently revoked following a hearing. The respondent had worked as a substitute teacher for approximately ten years with a forged teaching license.

The respondent in case number [17-158](#) subjected his co-workers to sexual or otherwise inappropriate jokes and anecdotes, explicit language, and other unprofessional behavior. The settlement agreement imposes a reprimand and a three-month suspension. The suspension will be deferred if the respondent completes an ethics course and sexual harassment course as directed by the final order.

In case numbers [18-17](#) and [18-19](#), the respondents employed an unlicensed teacher, who was allowed to teach without a license for a full academic year. The respondents each agreed to accept a reprimand and a six-month deferred suspension, which will be lifted upon timely completion of an ethics course.

The respondent in case number [18-03](#) received a reprimand and minimum nine-month suspension for misuse of public funds. The respondent must also complete an ethics course prior to seeking reinstatement.

Per the settlement agreement in case number [18-02](#), the respondent was reprimanded and ordered to complete an ethics course. The complaint alleged falsification or misrepresentation of information regarding the evaluation of students by providing answers to a student completing an assessment.

In case number 17-187, the respondent consumed alcohol while supervising at a school event. The settlement agreement imposes a reprimand, a minimum two-year suspension, and a requirement to complete an ethics course prior to reinstatement.

The respondent in case number 18-23 was under the influence of alcohol while at work. Per the settlement agreement, she received a reprimand and a two-year suspension, and must complete an ethics course.

Following a hearing, the respondent in case number 17-91 received a reprimand and minimum two-year suspension for being under the influence of alcohol at work. The respondent must complete an ethics course prior to applying for reinstatement.

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

<http://www.boee.iowa.gov/board/orders/2017/17-149.pdf>

<http://www.boee.iowa.gov/board/orders/2018/207478.pdf>

<http://www.boee.iowa.gov/board/orders/2018/18-01.pdf>

<http://www.boee.iowa.gov/board/orders/2017/17-01.pdf>

<http://www.boee.iowa.gov/board/orders/2018/18-81.pdf>