



BoEE Quarterly Newsletter – May 2020

COVID-19 Impact

The Iowa Board of Educational Examiners remains open, however we have suspended in-person fingerprinting services, and visits to consultants are by appointment only. Our [application system](#) is entirely online, and we are still processing application requests.

As per the Proclamation of Disaster Emergency in Iowa, our agency can extend licenses that are set to expire this month upon request. Contact any consultant in our office for more information. We will also be able to temporarily issue a license without a fingerprint background check.

As schools are currently closed across the state and educators may be communicating in new ways with students, colleagues, and parents, the Board of Educational Examiners would like to remind practitioners to be mindful of the [Code of Professional Conduct and Ethics](#). These ethical principles remain in effect, even as educators are currently operating in different contexts.

Initial License Conversions: Since school districts are providing optional or required instruction, administrators may sign off on applications to move from the initial license to the next license level **after the last day of school (not before)**.

New Position? You May Need Conditional Licensure

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 a diligent search to find a fully licensed teacher for the position
- The individual seeking this endorsement is not eligible for the Class B license

Conditional Licensure (cont.)

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

Class B Licensure: Automatic Qualifiers

If you hold a valid license with one of the following endorsements:	With a position offer, you will automatically qualify to apply for a Class B conditional license for this endorsement:
Special Education (any)	Any other special education endorsement
Reading	Language Arts or Teacher Librarian
Physical Education or Family/Consumer Science	Health
K-6 Elementary Classroom	PK-K
5-8 Middle School Endorsement	Any additional 5-8 Middle School Areas
K-8 Math or 5-8 Math	5-8 Algebra for HS Credit
Any content area, K-8 or 5-12	Moving to the same content area but new grade span, K-8 or 5-12
5-12 English/Language Arts	5-12 English/Language Arts - All
5-12 Biology, Earth Science, Chemistry, or Physics	Any additional science area (“all science” may require more credits)
5-12 Social Studies (any area)	Any additional social studies area (“all social studies” may require more credits)
Two of the following: PK-K, PK-K Special Education, K-6 Elementary Classroom, or K-8/K-12 Special Education	Birth-Grade 3 Inclusive Settings

Helpful Hints for School Administrators and HR Directors

The BoEE has created a document for you that contains helpful links to our licensure information and BEDS crosswalk, as well as answers to frequently asked questions.

[BoEE Information - Helpful Hints for School Administrators and HR Directors](#)

Topics include:

- Iowa license types and information
- BoEE online search for a license
- BEDS crosswalk
- Hiring new graduates
- Checklists for hiring out of state educators
- Open positions
- Substitute License vs. Substitute Authorization
- Mandatory code of professional conduct and ethics reporting items
- Ethics presentations
- Coaching
- Pathways to licensure

Licensure Renewal Tips

ALWAYS ALLOW 4-6 WEEKS FOR PROCESSING.

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.

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. [Click here to enter the online licensing system.](#)

EARN CREDITS FOR WORK YOU ARE ALREADY DOING:

- Up to two credits may be earned per cycle by serving as a **cooperating teacher** for candidates from Iowa institutions. The Iowa college will issue the certificate.
- One credit may be earned through the successful completion of an **Individualized Professional Development Plan**.
- A minimum of 40 hours per micro-externship experience can be used for a renewal credit. [Click here to view the micro-externship renewal credit form.](#)
- Additional credits should be from approved Iowa providers such as the AEA, ISEA, PEI, Iowa Safe Schools, MISIC, Iowa colleges, or undergraduate or graduate college credits from any regionally-accredited institution.

Coaching – Which License?

The BoEE offers a variety of pathways to become a licensed coach. View the best pathways for both licensed teachers and non-licensed teachers below.

Coaching Endorsement	Class B Conditional License	K-12 Coaching Authorization	Transitional Coaching Authorization
For licensed teachers only Must be five college semester hour credits in specific areas Added as an endorsement on a teaching license Renews automatically with teaching license renewal	For licensed teachers only Good choice if coaching authority is needed before coursework can be completed Teachers then have two years to take coursework for <u>either</u> the coaching endorsement or the coaching authorization	For licensed teachers or non-teachers Requires 55 clock hours of coursework (college semester hour credit is not required) Separate license Separate renewal requirements	For non-teachers only Requires a diligent search and approval by a district Applicants first complete a short course on ethics, concussion training, and mandatory reporter training Applicant has one year to complete the full coaching authorization course

Troops to Teachers: Post Positions Here

Due to COVID-19, Troops to Teachers (TTT) is suspending in-person services to the public starting 3/18/2020 to protect the population we serve and our employees. TTT is still open and we will continue to work on answers to your questions or concerns. You may contact this office at 1-877-530-2765 or dese.troopstoteachers@dese.mo.gov to be connected to an office representative.

When you hire a veteran, you bring unmatched skills, experiences and dedication to your schools and students. Traits leading to a successful military career, like leadership, initiative, discipline, integrity, and the ability to thrive in an ever-changing environment, naturally transfer to success in the classroom.

Troops to Teachers Central States would like to inform you about some of the services we have to offer, even while we are dealing with COVID-19. You can advertise open teaching positions on the TTT site proudtoserveagain.com. If you scroll to the bottom of the home page and click on [Advertise Teacher Vacancies](#) in the lower right corner you can post any open teaching positions available. If you are looking for a teacher in a certain subject you can also contact our office and we can search the TTT database for the right candidate. You can also follow us on twitter, [TTT Central](#) and Facebook, [TTTCentralStates](#). Thank you for your time and considering Troops to Teachers in filling your vacancies.

NASDTEC Clearinghouse

We can agree that an educator has no greater responsibility than keeping students safe.

Most districts conduct criminal background checks, but are not aware that there is important information missing from their screening process.

Educator misconduct cases are prosecuted through administrative hearings and if there are no criminal charges a criminal background check will not alert the district of an applicant's past professional misconduct. This is especially an issue when the person is applying for a position that does not require a license and therefore not screened by the state licensing agency.

For over 25 years state licensing agencies have depended on the Clearinghouse to determine if adverse actions have been taken against any license of in-state educators, as well as out-of-state applicants.

[Now local school districts have access to the Clearinghouse.](#)

Here is a short but informative video that provides a great overview of the Clearinghouse: <https://vimeo.com/327091275>

For additional information on the LEA Clearinghouse, please [click here](#).

Facebook Fired: Focus on Ethics

Recent case law involving teacher terminations and social media indicates that posting statements about students online, allowing students to access the teacher's social media sites, or posting off-duty conduct to social media often results in teachers being fired.

Apart from termination, consider the other risks involved:

- How might other students in my class feel if I post about only certain students?
- How might students take advantage of their access to my personal social media accounts?
- How might students, colleagues, or the community perceive the content of my personal online pictures and comments?

Navigating the risks of educator social media use takes ethical muscle memory. Use the questions above to assess risk. Think before you tweet!

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/2019/19-122.pdf>

<http://www.iowa.gov/legacyboee/board/orders/2019/19-95.pdf>

<http://www.iowa.gov/legacyboee/board/orders/2018/18-84.pdf>

The respondent in case number [19-111](#) agreed to accept a reprimand and complete an ethics course after a complaint alleged the respondent had an inappropriate interaction with a member of the public while teaching driver's education students, thereby creating conditions harmful to student learning.

In case number [19-135](#), the respondent abandoned her employment contract with a school district without prior unconditional release. The settlement agreement imposes a reprimand.

In case number [19-67](#), the respondent inappropriately placed a student in a prone restraint following minor behavioral infractions. The settlement agreement imposes a reprimand and a deferred suspension, which will not be imposed provided the respondent completes ethics and seclusion and restraint training in a timely manner.

The complaint in case number [19-85](#) alleged the respondent used a district-issued credit card for personal items. The settlement agreement imposes a reprimand, a six-month suspension, and a requirement to complete an ethics course.

In case number [19-10](#), the respondent was under the influence of alcohol on two occasions while at work. The settlement agreement imposes a reprimand, a minimum one-year suspension, and an ethics course and substance abuse evaluation prior to seeking reinstatement.

In case number [19-75](#), the respondent was charged with making inappropriate comments in class and making a student uncomfortable through physical contact. Following a hearing, the final board decision imposes a minimum five-year suspension, with a requirement to complete a mental health evaluation and a psychosexual evaluation prior to seeking reinstatement.