
THE EXAMINER

August 2003 NEWSLETTER

**FOR THE
IOWA BOARD OF EDUCATIONAL EXAMINERS**

Mission Statement: To provide leadership in practitioner licensure; professional development for local schools and school districts, and area education agencies; and practitioner rights, responsibilities, practices, and ethics.

WHAT YOU WILL FIND in this newsletter:

- **Q & A regarding the conversion of an Initial License to a Standard License when not teaching in a public school**
- **Substitute Authorization and Home-Schooling**
- **Reminder about Conditional Licenses**
- **Special Education Conversion Information**
- **Board meeting dates for remainder of calendar year**

CONVERSION OF INITIAL LICENSE TO STANDARD LICENSE WHEN NOT TEACHING IN A PUBLIC SCHOOL SETTING

1. I teach in an accredited nonpublic school. What are my requirements to convert my initial license to a standard license?
Your administrator will need to verify three years of successful teaching experience for you on the renewal form. Your administrator must hold a valid Iowa administrative license. You do not need to be mentored or verify that you have met the 8 teaching standards.
2. I teach in a non-accredited nonpublic school. What are my requirements to convert my initial license to a standard license?
Your administrator will need to verify three years of successful teaching experience for you on the renewal form. You do not need to be mentored or verify that you have met the 8 teaching standards.
3. I teach at Head Start and am required to hold a teaching license. What are my requirements to convert my initial license to a standard license?
The administrator/director of your Head Start program will need to verify three years of successful teaching experience for you on the renewal form.

4. I teach in an educational setting that is not a public or private school setting. What are my requirements to convert my initial license to a standard license?

The administrator/director of your educational setting will need to send a description of the educational setting where you teach. This letter will need to include the following:

- a) number of students served
- b) the number of hours taught per week
- c) the number of days taught per week
- d) a description of the curriculum that you teach
- e) is there a requirement for you to hold a teaching license
- f) does your educational setting have a contract with a public school
- g) verification of three years of successful teaching experience.

Upon receipt of this information, we can then determine if this teaching experience can be utilized to convert an initial license to a standard one.

5. I am a home school supervisor and I home school students besides my own children. May I utilize that experience to convert my initial license to a standard license?

No.

6. I tutor students. May I utilize that experience to convert my initial license to a standard license?

No.

QUESTION OF THE MONTH: CAN A PERSON WHO HOLDS A SUBSTITUTE AUTHORIZATION HOME SCHOOL STUDENTS BESIDES THEIR OWN CHILDREN?

No, the substitute authorization does not hold the same authority as the substitute teaching license. The regulations for home schooling stipulate that the home schooling instructor must hold a teaching license for the level of student instruction. Since a substitute authorization is not a teaching license, the person who holds a substitute authorization may not home school students besides their own children.

SEPARATE LICENSES

The new licenses that are now issued only include information for one license at a time. Thus if a person holds a standard license with an endorsement for the general elementary classroom and a three year conditional license for learning disabilities, the individual will need to submit two separate licenses to the human resources office. The regular license and the conditional license will not be printed on the same license.

CONDITIONAL LICENSES

If the person is the holder of a valid Iowa license and is the holder of one or more endorsements, but is seeking to obtain some other endorsement, a two-year conditional license may be issued if requested by an employer and the individual seeking this endorsement has completed at least two-thirds of the requirements leading to completion of all requirements for that endorsement. If the conditional license is being requested for

an endorsement in a state approved shortage area, then the individual must have completed one half of the endorsement requirements.

Special Education Endorsement Conversion

The revised conversion information below reflects how the current special education endorsements will be converted to the new Instructional Strategist I and II. If this conversion is requested before the date of renewal, the fee for this conversion is \$10. Otherwise when the license is renewed, this conversion will occur automatically.

If an individual holds any of the following endorsements, the person will receive the K-6 Instructional Strategist 1: Mild/Moderate Endorsement

- K-6 Regular Classroom and Multicategorical Resource
- K-6 Regular Classroom and Multicategorical Special Class with Integration
- K-6 Multicategorical Special Class with Integration
- K-6 Multicategorical Resource -Option Two (Someone who has completed some regular education course work but does not qualify for the K-6 regular endorsement.)
- Secondary regular endorsement and K-6 Multicategorical Resource
- Secondary regular endorsement and K-6 Multicategorical Special Class with Integration
- K-9 Elementary Classroom and Multidisabilities Resource Teacher
- K-9 Elementary Classroom and Multicategorical Special Class with Integration

PLEASE NOTE: *The K-6 mildly disabled endorsement authorizes an individual to teach in a mild/moderate assignment. However, this endorsement will not convert to the K-6 Instructional Strategist I: Mild/Moderate endorsement.*

If an individual holds any of the following endorsements, the person will receive the 7-12 Instructional Strategist 1: Mild/Moderate Endorsement

- Regular endorsement and Multicategorical Resource
- Regular endorsement and Multicategorical Special Class with Integration
- Multicategorical Resource - Option Two (Someone who has completed some of the secondary regular education course work but does not qualify for a secondary regular education endorsement.)
- Multicategorical Special Class with Integration
- Regular education and Multidisabilities Resource teacher
- K-6 Regular classroom and MC-SCI Multicategorical Special Class with Integration
- K-6 Regular classroom and MC-R Multicategorical Resource

PLEASE NOTE: *The 7-12 mildly disabled endorsement authorizes an individual to teach in a mild/moderate assignment. However, this endorsement will not convert to the 7-12 Instructional Strategist I: Mild/Moderate endorsement.*

If an individual holds the following endorsement, the person will receive the K-12 Instructional Strategist II: Behavior Disorders/Learning Disabilities Endorsement

- K-12 Behavior Disorders and Learning Disabilities

If an individual holds either of the following endorsements, the person will receive the K-12 Instructional Strategist II: Mental Disabilities

- PK-12 Mental Disabilities: Severe/Profound
- PK-12 Severe/Profoundly Handicapped

If an individual holds the following endorsement, the person will receive the K-12 Instructional Strategist II: Physical Disabilities Endorsement

- K-12 Physically Handicapped

If an individual holds either of the following endorsements, the person will receive the Early Childhood Special Education Endorsement

- Preschool Handicapped
- Early Childhood Special Education

BOARD INFORMATION

The Board of Educational Examiners meets approximately every four to six weeks. The next board meeting will be Friday, September 12th, 2003 in the second floor board room beginning at 8:30 a.m. in the Grimes State Office Building, Des Moines, IA.

There are 11 board members, ten are appointed by the Governor. These members serve a four-year staggered term and can be re-appointed for one additional term. Nine of the members must be currently licensed teachers or administrators and two members must represent the public. The current membership of the Board of Educational Examiners is as follows:

- Peter Hathaway, Chair, Middle School Principal, Sioux City
- John Aboud, Secondary Teacher, Algona
- Brian Carter, Middle School Teacher, Mount Pleasant

- Ying Ying Chen, Elementary Principal, College Community
- William Haigh, public member, Des Moines
- Tom Paulsen, Secondary Teacher, Carroll
- Jean Seeland, Elementary Teacher, Waterloo
- Dr. Veronica Stalker, Superintendent, Waukee
- Jackie Wellborn, Middle School Teacher, Linn-Mar
- Anita Westerhaus, K-8 Principal, Sacred Heart School, W. Des Moines
- Judy Jeffrey, public member, Director's designee, Department of Education

The following dates reflect board meetings for the remainder of the calendar year. These meetings will be held on the second floor Board Room of the Grimes State Office Building, East 14th and Grand, and begin at 8:30 a.m., unless otherwise noted.

Friday, September 12th
 Friday, October 17th
 Friday, November 14th
 Friday, December 12th

The Executive Director and the Board staff are available to assist you. Listed below are names, e-mail addresses, and phone numbers of professional staff whom you can contact.

Ms. Susan Fischer, Lead Consultant	515-281-3605	susan.fischer@ed.state.ia.us
Ms. Jane Heinsen, Consultant	515-281-3437	jane.heinsen@ed.state.ia.us
Dr. Gary Borlaug, Consultant	515-281-3483	gary.borlaug@ed.state.ia.us
Mr. David Morgan, Consultant	515-281-6896	david.morgan@ed.state.ia.us
Ms. Geri McMahan, Consultant	515-281-8323	geri.mcmahan@ed.state.ia.us
Dr. Anne Kruse, Executive Director	515-281-5849	anne.kruse@ed.state.ia.us

Other numbers that may be helpful:

Automated licensure status line	1-800-778-7856
Licensure main phone line	515-281-3245 (M-F 8:00-4:30)
Licensure and Board Fax	515-281-7669