

CHAPTER 19  
EVALUATOR ENDORSEMENT AND LICENSE  
[Prior to 1/14/09, see Educational Examiners Board[282] Ch 20]

These rules are to accompany rule 281—83.5(284), Evaluator Approval Training, adopted by the department of education.

**282—19.1(272) Evaluator endorsement and license.** This endorsement or this license authorizes services as required by Iowa Code section 284.10.

**282—19.2(272) Initial evaluator endorsement.** To obtain this authorization as an endorsement on an administrator, evaluator, or teaching license, an applicant must complete the requirements as specified in 281—83.5(284).

**282—19.3(272) Evaluator endorsement.** The requirements for the evaluator endorsement shall be included in each program leading to administrator licensure and administrator endorsements in Iowa colleges and universities approved to offer these programs.

**282—19.4(272) Applicants for administrator licensure.** Each applicant for an initial administrator license shall have completed the evaluator endorsement requirements.

**282—19.5(272) Evaluator license.** Applicants may apply for the five-year evaluator license upon completion of the evaluator training required in Iowa Code section 284.10.

**282—19.6(272) Out-of-state applicants.** An out-of-state applicant who seeks an administrator license after July 1, 2003, will be granted a Class A administrator exchange license valid for one year in order to complete the evaluator endorsement requirements. The Class A administrator exchange license is valid for one year and is nonrenewable. The requirements for the evaluator endorsement must be met before the issuance of the initial or professional administrator license.  
[ARC 0608C, IAB 2/20/13, effective 3/27/13]

**282—19.7(272) Renewal of administrator licenses.**

**19.7(1)** Each applicant for renewal of an administrator license shall have completed the evaluator endorsement requirements. A waiver of this requirement may apply if a person submits appropriate documentation of either of the following:

- a. A person is engaged in active duty in the military service of this state or of the United States.
- b. A person is practicing as a licensed professional educator outside this state.

**19.7(2)** Extension of an administrator license:

- a. May be granted to an applicant who has not completed the new evaluator renewal training course before the expiration date on the applicant's license; and
- b. May be granted for a one-year period.

[ARC 0451C, IAB 11/14/12, effective 12/19/12]

**282—19.8(272) Renewal of evaluator endorsement or license.** Coursework for renewal of the evaluator license or the license with the evaluator endorsement must complement the initial requirements. This coursework, approved by the Iowa department of education, must be completed for at least one semester hour of college or university credit or for at least one renewal unit from an approved Iowa staff development program.

**19.8(1) Child and dependent adult abuse training.** All applicants renewing an evaluator license must submit documentation of completion of the child and dependent adult abuse training approved by the state abuse education review panel. A waiver of this requirement may apply if a person submits appropriate documentation of any of the following:

- a. A person is engaged in active duty in the military service of this state or of the United States.

*b.* The application of this requirement would impose an undue hardship on the person for whom the waiver is requested.

*c.* A person is practicing a licensed profession outside this state.

*d.* A person is otherwise subject to circumstances that would preclude the person from satisfying the approved child and dependent adult abuse training in this state.

**19.8(2) Conversion.** An individual holding the evaluator license may convert this license to an endorsement at the time of renewal. The fee for this conversion process will equal the fee for license renewal. The endorsement will be placed on the administrator or teaching license.

**282—19.9(272) Holder of permanent professional certificate.** The holder of the permanent professional certificate with an administrator endorsement must hold a valid evaluator license if the person serves as an administrator who evaluates licensed personnel. The holder of the permanent professional certificate with an administrator endorsement cannot use the option in subrule 19.8(2).

**282—19.10(272) Licenses—issue dates, corrections, duplicates, and fraud.**

**19.10(1) Issue date on original license.** A license is valid only from and after the date of issuance.

**19.10(2) Correcting licenses.** If a licensee notifies board staff of a typographical or clerical error on the license within 30 days of the date of the board's mailing of a license, a corrected license shall be issued without charge to the licensee. If notification of a typographical or clerical error is made more than 30 days after the date of the board's mailing of a license, a corrected license shall be issued upon receipt of the fee for issuance of a duplicate license. For purposes of this rule, typographical or clerical errors include misspellings, errors in the expiration date of a license, errors in the type of license issued, and the omission or misidentification of the endorsements for which application was made. A licensee requesting the addition of an endorsement not included on the initial application must submit a new application and the appropriate application fee.

**19.10(3) Duplicate licenses.** Upon application and payment of the fee set out in 282—Chapter 12, a duplicate license shall be issued.

**19.10(4) Fraud in procurement or renewal of licenses.** Fraud in procurement or renewal of a license or falsifying records for licensure purposes will constitute grounds for filing a complaint with the board of educational examiners.

These rules are intended to implement Iowa Code chapter 272.

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