



December 15, 2023

Fees Report

Iowa Department of Education
Bureau of Educational Examiners

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Budget Assumptions and Findings

1. Licensure fees cover all costs for the Bureau of Educational Examiners; administrative funds are not appropriated by the Legislature.
2. In 2004 and 2005, legislation was enacted that required 25% of licensure fees to be deposited directly into the General Fund. Prior to 2004, expenditures exceeded revenues. Average annual deposits are approximately \$600,000.
3. In fiscal year 2006, the Bureau committed to not increasing licensing fees to educators for at least 4 to 7 years. The Bureau has not increased the licensure fee since this commitment in FY06.
4. Annual costs to conduct investigations and prosecute complaints exceed \$275,000, many of which are associated with external entities (e.g., the Attorney General's office, the Department of Inspections, Appeals, and Licensure, etc.) and are therefore beyond the control of the Bureau.
5. The current cost to a licensee for a background check is \$10. This fee was last modified in fiscal year (FY) 2016 and reflects the cost of screening an applicant against the state sex offender registry, child abuse registry, the dependent adult abuse registry, and Iowa Courts Online systems. Statute requires that all applicants undergo a background check that includes a review of the specified state registries.
6. The Bureau currently consists of 14 FTE positions. Additionally, the Bureau supports a 13-member board appointed by the Governor.
7. The Bureau must maintain a cash carryover to cover costs. A minimum balance of \$600,000 is sufficient to cover three months of average expenditures, excluding General Fund deposit expenditures, should a catastrophic reduction in license applications occur.
8. Technology has increased our effective and efficient use of resources. The online licensing system requires approximately \$120,000 to operate annually. This cost was offset by the reduction of one consultant staff position and the elimination of paper credential mailings.
9. The contract for our previous licensure system expired in June of 2019 and was replaced with a state contract managed through OCIO, better aligning our services and licensing needs. Continued revisions and updates will be required to maintain system effectiveness and simplify the use for customers.
10. A new licensure renewal option for educators was passed through the 2023 Iowa Acts, chapter XX (House File 672), applicable to individuals with an advanced degree and 10 years or more experience. This is estimated to reduce Bureau revenues by \$116,000 per year starting in FY2024, which may decrease the number of FTE positions within the BoEE by 1.0 position. Additionally, there will be an estimated decrease of \$37,000 to the general fund.

Budget Forecast

Board of Educational Examiners										
Department: 286										
Fund: 0001										
Unit: 9397										
Appropriation: WZ9										
		FY23		FY24		FY25		FY26		FY27
		Actual	Change	Budget	Change	Budget	Change	Budget	Change	Budget
04B	BBF Funds	1,434,767	202,410	1,637,177	(514,904)	1,122,273	(242,654)	879,619	(276,983)	602,635
Revenue Collected										
234	Gov Transfer In Other Agencies	20,755	(14,255)	6,500	(0)	6,500	0	6,500	0	6,500
401	Fees, Licenses & Permits	1,995,997	(45,997)	1,950,000	0	1,950,000	0	1,950,000	0	1,950,000
704	Other	694,520	(14,520)	680,000	0	680,000	(0)	680,000	0	680,000
Total Revenues:		2,711,271	(74,771)	2,636,500	0	2,636,500	0	2,636,501	0	2,636,501
Expenditures										
101	Personal Services	1,600,280	42,746	1,643,026	136,416	1,779,442	30,661	1,810,103	35,566	1,845,669
202	In State Travel	12,176	7,824	20,000	(0)	20,000	(0)	20,000	0	20,000
205	Out Of State Travel	5,758	14,242	20,000	(0)	20,000	0	20,000	0	20,000
301	Office Supplies	9,369	631	10,000	0	10,000	(1)	10,000	0	10,000
302	Facility Maintenance Supplies	0	1,000	1,000	0	1,000	0	1,000	0	1,000
308	Other Supplies	0	400	400	0	400	0	400	0	400
309	Printing & Binding	2,592	907	3,500	1	3,500	(0)	3,500	0	3,500
311	Food	99	901	1,000	(0)	1,000	0	1,000	0	1,000
313	Postage	11,856	644	12,500	0	12,500	0	12,500	0	12,500
401	Communications	19,367	633	20,000	(0)	20,000	(0)	20,000	0	20,000
402	Rentals	59,505	11,995	71,500	1,333	72,833	(1,333)	71,500	0	71,500

403	Utilities	2,826	1,174	4,000	(0)	4,000	0	4,000	0	4,000
405	Prof & Scientific Services	2,827	2,173	5,000	(0)	5,000	0	5,000	0	5,000
406	Outside Services	5,165	835	6,000	0	6,000	(0)	6,000	0	6,000
408	Advertising & Publicity	92	107	200	1	200	(0)	200	0	200
409	Outside Repairs/Service	0	1,000	1,000	0	1,000	0	1,000	0	1,000
414	Reimbursements to Other Agency	31,286	(6,286)	25,000	(0)	25,000	1	25,000	0	25,000
416	ITD Reimbursements	201,754	348,246	550,000	(295,000)	255,000	5,000	260,000	5,000	265,000
418	IT Outside Services	33,055	1,945	35,000	0	35,000	0	35,000	0	35,000
432	Attorney General Reimbursement	57,928	27,072	85,000	(0)	85,000	0	85,000	0	85,000
434	Gov Transfer Other Agencies	336,322	118,678	455,000	(0)	455,000	0	455,000	0	455,000
502	Office Equipment	0	250	250	0	250	0	250	0	250
503	Equipment-Non Inventory	0	23,000	23,000	(15,000)	8,000	0	8,000	0	8,000
510	IT Equipment & Software	9,402	2,598	12,000	(0)	12,000	(0)	12,000	0	12,000
602	Other Expenses & Obligations	45,364	(3,364)	42,000	0	42,000	(0)	42,000	0	42,000
702	Fees	30	0	30	0	30	0	30	0	30
705	Refunds-Other	2,270	2,730	5,000	0	5,000	0	5,000	0	5,000
	Total Expenditures:	2,449,321	602,084	3,051,405	(172,251)	2,879,154	34,330	2,913,484	40,566	2,954,050
	Current Year Operations	261,950	(676,856)	(414,905)	172,251	(242,654)	(34,329)	(276,983)	(40,566)	(317,549)
91B	Balance Carry Forward	1,696,717	(474,445)	1,222,272	(342,653)	879,619	(276,983)	602,635	(317,549)	285,086

Revenues and Expenditures

	FY2023	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015	FY2014	FY2013
Balance Forward from Prior Years	\$1,434,766	\$1,241,860	\$882,269	\$815,593	\$1,037,544	\$836,246	\$593,217	\$570,694	\$1,176,209	\$1,156,232	\$1,047,214
Receipts											
Gov Transfer in Other Agencies	\$20,755	\$2,300	\$6,744	\$8,927	\$6,196	(\$70)	\$321	\$600	\$338	\$0	\$0
Fees, Lic. & Permits	\$2,630,577	\$2,481,000	\$2,466,096	\$2,223,760	\$2,506,034	\$2,640,601	\$2,402,398	\$2,366,770	\$2,362,441	\$2,376,318	\$2,394,796
Other	\$694,520	\$641,369	\$669,828	\$505,984	\$586,567	\$620,625	\$454,700	\$448,835	\$363,491	\$364,476	\$365,286
Total Receipts	\$3,345,852	\$3,124,669	\$3,142,668	\$2,738,671	\$3,098,797	\$3,261,156	\$2,857,419	\$2,816,205	\$2,726,270	\$2,740,794	\$2,760,082
less: General Fund Receipts	(\$634,580)	(\$598,198)	(\$594,734)	(\$536,090)	(\$603,924)	(\$638,663)	(\$587,499)	(\$582,569)	(\$587,182)	(\$589,546)	(\$594,889)
Revenues	\$2,711,272	\$2,526,471	\$2,547,934	\$2,202,581	\$2,494,873	\$2,622,493	\$2,269,920	\$2,233,636	\$2,139,088	\$2,151,248	\$2,165,193
Expenditures	\$2,459,321	\$2,333,565	\$2,188,343	\$2,135,905	\$2,716,824	\$2,421,195	\$2,026,891	\$2,211,113	\$2,744,603	\$2,131,271	\$2,056,175
Revenues less Expenditures	\$251,951	\$192,906	\$359,591	\$66,676	(\$221,951)	\$201,298	\$243,029	\$22,523	(\$605,515)	\$19,977	\$109,018
Balance Carried Forward to Next Year	\$1,686,717	\$1,434,766	\$1,241,860	\$882,269	\$815,593	\$1,037,544	\$836,246	\$593,217	\$570,694	\$1,176,209	\$1,156,232

*The fluctuation in revenues less expenditures highlights the importance of maintaining a cash balance beyond the minimum of \$600,000 to allow time for corrective action and prevent the need to increase fees.

Licenses Issued

	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
FY 2023	2,923	3,880	2,348	2,211	2,032	1,808	2,688	2,136	2,509	2,121	3,485	2,865	31,006
FY 2022	2,962	3,358	1,805	1,972	1,907	1,839	2,534	2,164	2,367	2,117	3,135	3,505	29,665
FY 2021	2,815	3,165	2,146	2,308	1,983	1,848	2,628	1,876	2,176	2,126	3,027	3,684	29,782
FY 2020	2,687	3,346	1,788	1,708	1,833	1,850	2,292	1,709	1,720	1,781	2,791	3,114	26,619
FY 2019	3,139	3,694	2,186	2,364	1,785	1,707	2,436	1,879	1,989	2,331	3,063	3,496	30,069
FY 2018	2,962	3,799	2,165	3,059	1,922	1,558	2,879	2,110	2,476	2,700	3,216	3,380	32,226
FY 2017	2,660	3,221	2,002	1,926	1,482	1,636	2,273	1,744	2,502	2,007	2,959	3,035	27,447
FY 2016	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,195	29,083
FY 2015	3,095	3,564	2,297	2,368	1,452	2,230	1,918	1,717	2,003	1,946	2,505	3,224	28,319
FY 2014	2,968	3,852	2,120	2,232	1,571	1,964	2,092	2,040	2,099	1,984	2,576	3,314	28,812
FY 2013	2,744	3,375	1,978	2,488	1,849	1,920	2,231	2,068	2,246	2,188	2,956	3,219	29,262

Licenses Issued by Type

ID	License Title	2023*	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
10	Initial License	2443	2846	2556	2311	2527	2791	2679	3028	3342	3723	3309
12	One-Year Conditional	23	15	20	16	13	10	40	36	34	34	33
14	International Exchange License	12	13		18	8	11	23	26	28	23	13
15	Standard License	5443	5355	5735	5702	6237	6005	5885	6017	5927	6626	6851
18	License Suspended or Revoked	28	44	24	46	40	45	58	92	489		
20	Master Educator License	4243	4142	4199	3991	4369	4371	3866	3656	3398	3496	4080
24	Initial Administrator License	361	291	324	313	259	239	284	251	273	319	352
25	Professional Administrator License	713	573	579	719	730	589	454	484	597	720	787
27	Authorization Extension	39		5	5	36	14	25	21	3		
28	Executive Director Decision	404	320	138	278	142	120	283	319	228	284	219
30	Class A License	3	7	11	70	698	740	1387	1168	1051	1090	1019
31	Administrator Exchange License	14	36	66	62	91	93	106	65	83	63	71
33	Class G	48	49	14	33	31	21	35	28	39	38	27
34	Teacher Intern License	112	67	69	37	48	48	44	36	34	20	22
35	Class B License	950	927	787	911	887	860	945	1170	1405	923	933
36	Class E Emergency License (Extension of B)	115	93	70	107	108	85	152	130	167	193	189

ID	License Title	2023*	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
37	Class E Emergency License (Extension of A)	51	7	3	10	46	40	84	67	108	150	138
38	Regional Exchange License	14	92	143	213	259	403	450	599	517	524	539
40	Substitute License	1058	1058	1009	1213	1411	1544	1403	1499	1489	1619	1703
41	Evaluator-(NEW) License	40	38	33	33	40	58	58	39	37	50	54
47	iJAG Authorization	41	56	27	14	9	10	9	9	19	13	
48	Military Exchange License	1	9	10	14	12	29	36	41	23	18	3
49	Activities Administration Authorization	22	30	17	15	15	13	6	7	18		
50	Initial Career and Technical Authorization	121	111	76	47	31	49	40	21	17	23	19
52	Preliminary Native Language Teaching Authorization	11	14	9	7	8	8	6	2	11	7	1
53	Initial School Administrative Manager Authorization	5	13	19	14	27	16	28	29	17	20	
54	School Administrative Manager Authorization	5	7	8	12	6	6	3	2		48	
55	Career and Technical Authorization	27	19	23	14	22	17	14	6	9	21	18
56	Native Language Teaching Authorization	14	11	9	3	6	7	10	3	2		
59	Transitional Coaching Authorization	75	72	40	69	40	61	67				
76	Initial Professional Service License	121	127	153	123	117	135	126	128	112	132	107

ID	License Title	2023*	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
77	Professional Service License	306	243	332	276	283	265	232	244	254	220	223
79	Orientation and Mobility Specialist	4	5	3	4	4	1	5	3	2	1	5
89	Statement of Professional Recognition	334	476	329	294	220	395	425	215	249	148	264
90	Coaching Authorization	3462	3255	3180	3188	2927	3227	3137	3464	3325	3512	3180
91	Coaching Authorization Extension	326	264	188	274	181	117	145	42	59	79	102
92	Behind the Wheel Driving Instructor Authorization	200	141	126	158	188	133	185	171	173	171	160
93	Paraeducator Certificate	755	420	580	579	622	551	591	643	705	1035	798
94	Substitute Authorization	2310	2501	2980	936	1432	1519	1354	1375	1201	899	810
95	School Business Official Authorization	64	160	141	26	207	127	38	110	255	27	1
96	Temporary Initial School Business Official Authorization	8	2	7	4	3	1	5	2	4	1	4
97	Initial School Business Official Authorization	28	30	25	30	23	17	17	30	18	25	24
	Temporary Initial License	N/A	96	156								
	Initial Content Specialist Authorization	12										
	Temporary Work-Based Learning Supervisor Authorization	2										
	Work-Based Learning Supervisor Authorization	3										
	Extensions of Existing Licenses	846	624	629								
	Totals	25,217	24,659	25,459	22,135	24,366	26,812	24,743	25,287	25,727	26,304	26,069

*Through November 16, 2023, for this report

