



December 15, 2024

Fees Report

Board of Educational Examiners

State of Iowa
Department of Education
Grimes State Office Building
400 E. 14th Street
Des Moines, IA 50319-0146

Administration

McKenzie Snow, Director and Executive Officer of the State Board of Education

Educational Examiners Board

Chad Janzen, Chair, Sergeant Bluff-Luton CSD, Superintendent
Kathy Behrens, Vice Chair, Carroll Kuemper Catholic Schools, Teacher
Pam Bleam, Manson Northwest Webster CSD, Elementary Counselor
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Budget Assumptions and Findings

1. The Bureau of Educational Examiners (BOEE) is a unit within the Iowa Department of Education (Department). The BOEE employs 17 FTEs. The 13-member Board of Educational Examiners (board) is appointed by the Governor, with the exception of the Director of the Department of Education or the Director's designee.
2. Licensure fees cover all costs for the BOEE. Since 2006, licensing fees for educators have not increased. The Department receives an appropriation from the Iowa Legislature for two investigators.
3. The BOEE is required to check the sex offender registry, child abuse registry, the dependent adult abuse registry when renewing a license, and, since FY2016, Iowa Courts Online records for all renewal applications. In FY2017, background check fees for renewals were increased from \$1 to \$10 to help offset these additional costs.
4. Since 2005, the BOEE is required to transfer 25 percent of licensure fees into the state's general fund. The average annual transfer is approximately \$600,000.
5. Costs related to investigations and the prosecution of complaints total approximately \$700,000 for staff and services, including payments to the Iowa Attorney General's office. Cases and investigations have increased to a potential 300 cases in 2024.
6. The BOEE must maintain a cash carryover to cover costs. A minimum balance of \$600,000 would cover three months of average expenditures, excluding general fund deposit expenditures, should a catastrophic reduction in license applications occur.
7. Technology has increased our effective and efficient use of resources. The online licensing system requires approximately \$175,000 to operate annually. This cost was offset by the elimination of paper credential mailings. The current licensure system is maintained through a state contract managed through the Office of the Chief Information Officer, better aligning our services and licensing needs. Continued revisions and updates will be required to maintain the effectiveness and simplify the use for our customers.
8. The 2023 Iowa Acts, HF 672 requires a new licensure renewal option for educators with an advanced degree and 10 years or more experience. This is estimated to reduce BOEE revenues by \$116,000 per year starting in FY24, which is the equivalent of one FTE position. Additionally, there will be an estimated decrease of \$37,000 to the general fund.

Budget Forecast

Board of Educational Examiners

Department: 282

Fund: 0001

Unit: 9397

Appropriation: I54

		FY 24 Actual	FY25 Budget	FY26 Budget	FY 27 Budget
04B	BBF Funds	1,696,717	1,504,152	1,115,041	860,333
Revenue Collected					
501	Refunds and Reimbursements	765	0	0	0
234	Gov. Transfer in Other Agencies	314	6,000	1,000	1,000
401	Fees, Licenses and Permits	1,722,847	1,800,000	1,950,000	1,950,000
704	Other	579,796	590,000	680,000	680,000
	Appropriation	0	239,176	240,000	240,000
Total Revenues:		2,302,722	2,65,176	2,636,500	2,636,500
Expenditures					
101	Personal Services	1,736,989	2,145,795	2,253,085	2,365,739
202	In-State Travel	15,408	22,000	20,000	20,000
205	Out-of-State Travel	1,925	22,500	22,500	22,500
301	Office Supplies	13,989	10,500	10,500	10,500
302	Facility Maintenance Supplies	0	1,000	1,000	1,000
308	Other Supplies	0	0	0	0
309	Printing and Binding	231	3,500	3,500	3,500
311	Food	17	0	0	0
313	Postage	5,057	12,500	12,500	12,500

		FY 24 Actual	FY25 Budget	FY26 Budget	FY 27 Budget
401	Communications	19,384	20,000	20,000	20,000
402	Rentals	63,785	71,500	71,500	71,500
403	Utilities	2,557	4,000	4,000	4,000
405	Prof. and Scientific Services	3,703	5,000	5,000	5,000
406	Outside Services	5,389	6,000	6,000	6,000
408	Advertising and Publicity	0	200	200	200
409	Outside Repairs/Service	0	1,000	1,000	1,000
414	Reimbursements to Other Agency	27,275	8,024	8,000	8,000
416	ITD Reimbursements	198,710	210,000	210,000	210,000
418	IT Outside Services	113,440	25,000	25,000	25,000
432	Attorney General Reimbursement	51,552	54,000	55,000	55,000
434	Gov. Transfer Other Agencies	176,782	320,000	320,000	320,000
501	Equipment	6,282	0	0	0
502	Office Equipment	(415)	0	0	0
503	Equipment - Non-Inventory	0	0	0	0
510	IT Equipment and Software	12,952	34,768	33,000	33,000
602	Other Expenses and Obligations	40,492	42,000	42,000	42,000
702	Fees	0	0	0	0
705	Refunds - Other	785	5,000	5,000	5,000
Total Expenditures:		2,496,287	3,024,287	3,128,785	3,241,439
Current Year Operations		(192,565)	(389,111)	(492,285)	(604,939)
91B	Balance Carry Forward	1,504,152	1,115,041	860,333	255,394

Revenues and Expenditures

	FY24	FY23	FY22	FY21	FY 20	FY 19	FY 18	FY 17	FY16	FY15	FY14
Balance Forward from Prior Years	\$1,696,717	\$1,434,766	\$1,241,860	\$882,269	\$815,593	\$1,037,544	\$836,246	\$593,217	\$570,694	\$1,176,2098	\$1,156,232
Receipts											
Gov. Transfer in Other Agencies	\$314	\$20,755	\$2,300	\$6,744	\$8,927	\$6,196	(\$70)	\$321	\$600	\$338	\$0
Fees, Lic. and Permits	\$2,266,186	\$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
Other	\$579,796	\$694,520	\$641,369	\$669,828	\$505,984	\$586,567	\$620,625	\$454,700	\$448,835	\$363,491	\$364,476
Total Receipts	\$2,846,296	\$3,345,852	\$3,124,669	\$3,142,668	\$2,738,672	\$3,098,797	\$3,261,156	\$2,857,419	\$2,816,205	\$2,726,270	\$2,740,794
Less: General Fund Receipts	(\$542,574)	(\$634,580)	(\$598,198)	(\$594,734)	(\$536,090)	(\$603,924)	(\$638,663)	(\$587,499)	(\$582,569)	(\$587,182)	(\$589,546)
Revenues	\$2,303,733	\$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
Expenditures	\$2,496,287	\$2,499,321	\$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
Revenues Less Expenditures	(\$192,565)	\$261,951	\$192,906	\$359,591	\$66,676	(\$221,951)	\$201,298	\$243,029	\$22,523	(\$605,515)	\$19,977
Balance Carried Forward to Next Year	\$1,504,152	\$1,696,717	\$1,434,766	\$1,241,860	\$882,269	\$815,593	\$1,037,544	\$836,246	\$593,217	\$570,694	\$1,176,209

Note: 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

FY	July	August	September	October	November	December	January	February	March	April	May	June	Total
FY24	2,785	3,348	1,651	1,856	1,664	1,664	2,228	1,923	1,812	2,123	3,347	2,781	27,082
FY23	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
FY22	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
FY21	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
FY20	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
FY19	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
FY18	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
FY17	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
FY16	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
FY15	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
FY14	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

Licenses Issued by Type

ID	License Title	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
10	Initial License	2870	2443	2846	2556	2311	2527	2791	2679	3028	3342	3723
12	One-Year Conditional	17	23	15	20	16	13	10	40	36	34	34
14	International Exchange License	12	12	13		18	8	11	23	26	28	23
15	Standard License	5740	5443	5355	5735	5702	6237	6005	5885	6017	5927	6626
18	License Suspended or Revoked	31	28	44	24	46	40	45	58	92	489	
20	Master Educator License	4812	4243	4142	4199	3991	4369	4371	3866	3656	3398	3496
24	Initial Administrator License	349	361	291	324	313	259	239	284	251	273	319
25	Professional Administrator License	853	713	573	579	719	730	589	454	484	597	720
27	Authorization Extension	0	39		5	5	36	14	25	21	3	
28	Executive Director Decision	393	404	320	138	278	142	120	283	319	228	284
30	Class A License	3	3	7	11	70	698	740	1387	1168	1051	1090
31	Administrator Exchange License	2	14	36	66	62	91	93	106	65	83	63
33	Class G	44	48	49	14	33	31	21	35	28	39	38
34	Teacher Intern License	111	112	67	69	37	48	48	44	36	34	20
35	Class B License	960	950	927	787	911	887	860	945	1170	1405	923
36	Class E Emergency License (Extension of B)	108	115	93	70	107	108	85	152	130	167	193
37	Class E Emergency License (Extension of A)	3	51	7	3	10	46	40	84	67	108	150
38	Regional Exchange License	0	14	92	143	213	259	403	450	599	517	524
40	Substitute License	1106	1058	1058	1009	1213	1411	1544	1403	1499	1489	1619
41	Evaluator (NEW) License	34	40	38	33	33	40	58	58	39	37	50

ID	License Title	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
47	iJAG Authorization	44	41	56	27	14	9	10	9	9	19	13
48	Military Exchange License	0	1	9	10	14	12	29	36	41	23	18
49	Activities Administration Authorization	15	22	30	17	15	15	13	6	7	18	
50	Initial Career and Technical Authorization	123	121	111	76	47	31	49	40	21	17	23
52	Preliminary Native Language Teaching Authorization	11	11	14	9	7	8	8	6	2	11	7
53	Initial School Administrative Manager Authorization	4	5	13	19	14	27	16	28	29	17	20
54	School Administrative Manager Authorization	9	5	7	8	12	6	6	3	2		48
55	Career and Technical Authorization	35	27	19	23	14	22	17	14	6	9	21
56	Native Language Teaching Authorization	20	14	11	9	3	6	7	10	3	2	
59	Transitional Coaching Authorization	76	75	72	40	69	40	61	67			
76	Initial Professional Service License	114	121	127	153	123	117	135	126	128	112	132
77	Professional Service License	315	306	243	332	276	283	265	232	244	254	220
79	Orientation and Mobility Specialist	3	4	5	3	4	4	1	5	3	2	1
89	Statement of Professional Recognition	396	334	476	329	294	220	395	425	215	249	148
90	Coaching Authorization	3901	3462	3255	3180	3188	2927	3227	3137	3464	3325	3512
91	Coaching Authorization Extension	253	326	264	188	274	181	117	145	42	59	79
92	Behind the Wheel Driving Instructor Authorization	191	200	141	126	158	188	133	185	171	173	171
93	Paraeducator Certificate	673	755	420	580	579	622	551	591	643	705	1035
94	Substitute Authorization	2803	2310	2501	2980	936	1432	1519	1354	1375	1201	899

ID	License Title	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
95	School Business Official Authorization	120	64	160	141	26	207	127	38	110	255	27
96	Temporary Initial School Business Official Authorization	7	8	2	7	4	3	1	5	2	4	1
97	Initial School Business Official Authorization	32	28	30	25	30	23	17	17	30	18	25
	Temporary Initial License	N/A	N/A	96	156							
	Initial Content Specialist Authorization	16	12									
	Temporary Work-Based Learning Supervisor Authorization	1	2									
	Work-Based Learning Supervisor Authorization	11	3									
	Extensions of Existing Licenses	669	846	624	629							
	Totals	26,859	25,217	24,659	25,459	22,135	24,366	26,812	24,743	25,287	25,727	26,304