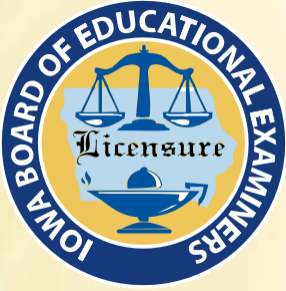



FY 16 Fees Report



December 29, 2016



State of Iowa
Iowa Board of Educational Examiners
Grimes State Office Building
400 E. 14th Street
Des Moines, IA 50319-0146

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MISSION

The mission of the Iowa Board of Educational Examiners is to establish and enforce rigorous standards for Iowa educational practitioners to effectively address the needs of students.

BELIEFS STATEMENTS

We Believe:

- that an effective licensure system is efficient, innovative, and responsive to needs of students and educators.
- in collaboration with other organizations to improve professional development and preparation programs.
- that education is a profession.
- that establishing ethical standards protects students and practitioners.

Adopted: June 2001

Reviewed: June 16, 2016

Revised: August 13, 2010

PRINCIPLES FOR THE BOARD OF EDUCATIONAL EXAMINERS BUDGETING PROCESS

Identify a vision and knowledge of the service needs:

1. Identify the vision of what the BoEE should be.
2. Identify the service and the capital needs of the BoEE.

Policies, Goals, Priorities, and Resource Utilizations plans:

3. Identify fiscal and economic policies and goals to meet the vision and needs of the BoEE.
4. Identify the service and capital policies and goals to meet the vision and needs of the BoEE.
5. Identify strategies for managing the BoEE's fiscal process.

Prepare and adopt a fiscal budget that integrates vision, policy, and goals with strategies that are consistent with the current fee structure.

6. Develop and implement a process that prepares a revenue and expenditure plan that is based on the vision, policy and goals of the Board.
7. Establish a yearly plan and multiple year plan for forecasting anticipated revenues.

Monitor and control the utilization of resources in meeting the Board's goals.

8. Monitor and control the utilization of resources (expenditures) monthly and make budget adjustments quarterly.
9. When possible, identify external factors that may impact the utilization of resources.
10. Make adjustments to the goals if budget adjustments cannot meet the anticipated revenues.

ASSUMPTIONS

The Board of Educational Examiners' budget was built on the following assumptions since the Board does not receive an appropriation from the Legislature:

1. The budget was built on the assumption that approximately \$595,770 would be deposited to the General Fund.
2. The budget was built on the assumption that 28,036 applications would be processed during FY 2016.
3. 2004 and 2005 legislation changed the revenue stream for the Board. Since that legislation, the Board has taken a conservative position in estimating revenues since prior to 2004 expenditures exceeded revenues.
4. The budget would also include the assessment of \$42,000 in late fees.
5. The Board would not have to increase licensing fees to educators for at least 4 to 7 years from FY 2006. The Board is currently in year 11 without a fee increase.
6. Since the Board does not receive an appropriation, the Board needs a cash carryover to pay its bills at the start of a new fiscal year and end of the current fiscal year. It is the Board's opinion that the BoEE is in an adequate financial position with a minimum of \$508,778 of cash reserves. This amount of cash reserves allows the BoEE to have cash on hand that can pay for three months of average expenditures (\$169,592 per month in FY 2016). The largest expenditure each year for the BoEE is for personal services (staff), which accounts for 70% of the BoEE's annual budget. Background check costs account for 20% of annual BoEE expenditures, leaving 10% of the budget to pay for non-personnel and non-background check related expenses.
7. Since the Board is fee based, the Board must immediately transfer a minimum of \$100,000 of cash reserves at the end of one fiscal year (June) to the start of the next fiscal year (July) in order to have enough cash on hand to pay payroll expenses. The remaining cash reserves are transferred to the new fiscal year in August.
8. Since the Board does not receive an appropriation, a carryover (cash balance) of at least \$508,778 is needed to ensure that the operations of the Board are not jeopardized should a catastrophic reduction in license applications occur.
9. By having a carryover balance of at least \$508,778, the Board has ample time to anticipate the best course of action when faced with unexpected changes in the licensure budgeting process.
10. Technology has increased the effective and efficient use of resources; however, continued development of the online application / processing system needs continued funding. The new online licensing system will result in an increased cost of approximately \$94,000 to operate annually. The Board anticipates that this \$94,000 increase will be offset by the reduction of one support staff position and the elimination of paper credential mailings.

FINDINGS

1. **The General Fund received a deposit of \$580,237 from the Board of Educational Examiners in FY 2016.**
2. During the 2015 Session of the 86th General Assembly, House File 658 was passed and signed by the Governor. Section 55 of HF 658 required the BoEE to transfer \$600,000 to the department of education for purposes of continuing the career planning required under section 279.61. The appropriated funds paid for one year of the I Have a Plan Iowa career planning software.
3. The General Fund Deposit for FY15 was \$587,182. Including the \$600,000 for HF658, the combined revenues transferred out for FY15 was \$1,187,182. The resulting impact prompted decreases in BoEE staff and services.
4. Enhancements in the technology infrastructure have allowed the application processing time to be significantly reduced.
5. Background checks account for approximately 25% of the Board's processing activity.
6. The BoEE has been working with Frontline Technologies to create a new licensing system that will eliminate paper applications. We anticipate all applications will be online in 2017.
7. During FY 2016, the Board processed 152 applications above the budget projection. The additional 152 licenses generated approximately \$12,920 over the anticipated revenue.
8. Late Fees were \$2,875 below the projection.
9. During the FY 2006 legislative session, legislation was passed requiring the Board to check the sex offender registry, child abuse registry, and the dependent adult abuse registry when renewing a license. The cost for accessing those files with the DCI, along with subsequent legal costs, was absorbed by the Board.
10. 3,554 renewals were completed online and 289 duplicate licenses were issued online.
11. The Board has taken the appropriate action to back up all documents under its jurisdiction.
12. Exhibit 7 is the budget for FY 2017 and FY 2016.

RECOMMENDATIONS

1. Maintaining an adequate carryover is essential to the financial stability of the agency. Without adequate carryover, the Board will be unable to cover expenses at the beginning of the new fiscal year. If the projected revenue falls below expectations, the Board's ability to carry out its responsibilities will be compromised.
2. The Board needs to evaluate current FTE and impact on services. Lack of proper resources is likely to hinder the Board's ability to adequately provide services needed.
3. FY 2016 will be the twelfth year in a row the Board of Educational Examiners has not received an appropriation. The agency has seen the number of applications processed in a year as low as 23,142 and as high as 29,262. This would represent a variance of approximately 6,120 licenses issued in a fiscal year which would represent a change in revenue of approximately \$379,530. Concern exists that the number of transactions processed by the BoEE will decrease based on market factors outside the control of the BoEE.
4. Continue updating current technology to be more responsive to customer needs and strengthen the system as a communication tool in processing licenses. The annual cost for the new comprehensive licensing system is currently \$94,000.
5. The \$600,000 appropriation made as part of HF 658 has placed the Board in a position where significant reductions in staff and services have occurred. Table 1 is a projection for BoEE revenues and expenditures through FY 2021. The projections include \$348,948 in reductions in staff and services, including reductions in FTE from 16.25 to 13.25. The current five-year forecast indicates annual expenditures will continue to exceed revenue and create a deficit in 2021.

Table 1

	*Projected Expenditures (Based on existing reductions with no increases in FTE or added expenditures)	Projected Revenues (with no changes to BoEE fees or % of licensure fees retained)	Projected Revenues less Projected Expenditures	Estimated Starting BoEE Cash Reserves	Estimated Ending Cash Reserves
FY 2017	\$2,123,118	\$2,083,920	\$(39,198)	\$740,683	\$701,485
FY 2018	\$2,217,597	\$2,083,920	\$(133,677)	\$701,485	\$567,808
FY 2019	\$2,316,280	\$2,083,920	\$(232,360)	\$567,808	\$335,448
FY 2020	\$2,419,354	\$2,083,920	\$(335,434)	\$335,448	\$14
FY 2021	\$2,527,015	\$2,083,920	\$(443,095)	\$14	\$(443,081)
*Based on a 4.45% average expenditure increase per year and a 5-year revenue average.					

6. The Board increased background check fees, effective July 1, 2015, by \$10 (\$65 to \$75) for all first time applicants and \$1 (\$0 to \$1) for all renewal applicants to offset increasing annual background check expenses in order to avoid a reduction in services.
7. The Board's current financial status will not permit the Board to take on additional responsibilities. Examples include, but are not limited to, the development of courses to be used as a remediation tool in administering professional practice decisions.
8. The Board's current financial status has caused a reduction in services, specifically an increase in the amount of time it will take the Board to process an application and the availability of remote fingerprinting.

EXHIBIT 1: HISTORY – NUMBER OF LICENSES ISSUED BY TYPE

History - Number of Licenses Issued by Type																			
Lic. code	Type of License	FY16	FY15	FY14	FY13	FY12	FY11	FY10	FY09	FY08	FY07	FY06	FY05	FY04	FY03	FY02	FY01	FY00	FY99
	Duplicate License	289	471	475	548	579	563	592	628	575	632	377	545	612	532	NA	NA	NA	NA
20,21	Master Educator	3,468	3136	3382	3635	2,994	2,910	2,647	3,285	2203	2,208	1,886	1,912	2,890	1,959	1,775	1,437	1,281	1,431
25,26,45	Administrator	668	1064	1209	834	806	802	955	1,266	728	396	460	593	1,008	1,280	708	597	559	585
77	Professional Service	156	236	189	162	73	81	53	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
15,16	Standard	5661	4703	5,007	5,723	5,881	6,081	6,504	6,959	7871	7,238	5,539	6,717	7,157	7,857	6,656	6,624	6,738	7,835
	Background Checks	4,286	5450	5554	5721	6,275	5,937	5,881	6,016	5420	5,961	5,948	6,244	7,046	6,368	NA	NA	NA	NA
	Renewal Background Checks	10,841	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
10,11	Initial	3220	3458	3441	3831	3,806	3,774	3,514	3,965	3841	3,918	4,014	4,508	4,173	4,135	4,059	4,858	5,831	4,353
12	Extended Initial Teacher Lic	333	340	282	252	231	220	198	221	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
90	Coaching Authorization	2428	3385	3076	3142	3,315	3,151	2,840	2,715	2480	2,670	2,332	2,348	2,166	2,218	2,274	1,918	2,185	1,847
40	Substitute	1226	1393	1497	1344	1,450	1,414	1,400	1,506	1381	1,253	1,048	1,310	1,540	1,126	1,299	1,345	1,513	1,787
94	Substitute Authorization	1683	915	746	868	751	748	936	801	981	1,665	751	722	844	377	0	0	0	0
	Endorsements	626	1777	1731	1838	1,915	2,121	2,228	1,820	2060	1,734	1,689	1,916	3,440	1,628	NA	NA	NA	NA
	Evaluation Fee	1937	1397	1454	1512	1,553	1,434	1,107	1,060	954	975	1,034	-	0	107	NA	NA	NA	NA
13,31,38,48	Exchange License T or A	1,176	1010	1149	1058	958	976	885	911	857	934	935	109	115	107	221	319	295	344
14	Out-of-Country	151	27	13	11	24	29	26	26	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
92	BTW Authorization	501	171	164	144	143	142	134	130	114	92	87	93	93	92	78	36	1	0
29,30,46	Class A License	375	2111	2129	1341	528	532	592	180	176	195	322	598	678	723	680	840	576	681
35	Class B License	710	1208	1101	1139	1,087	1,172	955	983	1054	650	718	673	743	717	963	967	629	703
36,37	Class E License	85	305	288	306	392	383	337	275	252	239	267	238	273	207	193	200	266	271
33	Class G License	21	24	17	15	23	19	19	13	12	12	NA	NA	NA	NA	NA	NA	NA	NA
91	Coaching Authorization Ext.	47	63	82	117	149	156	173	185	155	169	183	260	289	266	195	226	98	4
41,42,43,44	Evaluator	37	7	18	26	19	14	27	40	195	219	244	973	918	1,345	250	575	140	110
24	Initial Adm Lic	240	35	36	106	131	63	104	72	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	Extended Initial Adm Lic	22	0	0	0	-	1	2	13	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
50,55	Career & Tech	24	22	27	22	17	19	10	21	18	5	31	NA	NA	NA	NA	NA	NA	NA
93	Paraeducator	664	860	914	717	691	754	986	894	599	601	638	808	1195	558	206	48	1	0
	Para adding areas con	73	117	87	98	172	152	226	174	100	171	72	NA	NA	NA	NA	NA	NA	NA
78,79	Orientation & Mobility	1	2	1	0	4	-	2	6	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
80-89	SPR	213	214	191	386	295	196	152	98	193	285	47	36	30	41	58	65	100	74
34	Teacher Intern	28	25	15	16	20	13	14	17	15	9	10	-	NA	NA	NA	NA	NA	NA
76	Initial Prof Service	75	32	46	42	46	39	15	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	PSL - Class A	13	11	14	10	6	5	1	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	PSL - Class B	0	0	0	0	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	IPREP - Portfolio Review	2	4	2	3	1	4	3	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
95,96,97	SBO	247	164	26	18	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
52,56	Native Language Authorization	5	7	3	0	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
53, 54	SAM	18	23	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
60,65,70,75	Post-Secondary	NA	NA	NA	NA	NA	NA	NA	NA	0	15	-	5	34	95	134	182	208	276
45	AEA Administrator	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	2	8	5	9	8	2	7
39	Class C License	NA	NA	NA	NA	NA	NA	233	538	544	449	455	47	32	59	99	163	297	138
51,61,71	Class D License	NA	NA	NA	NA	NA	NA	1	-	6	14	4	1	0	0	1	1	1	0
47	UAG Authorization	6	28	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
49	Activities Admin. Authorization	7	17	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
	*TOTAL	26436	28732	28812	29262	28060	27968	27871	28630	27344	26748	23143	24414	27838	25434	19856	20409	20721	20446
*Total Does Not Include Background Checks																			

EXHIBIT 2: FY 16 – NUMBER OF TRANSACTIONS PROCESSED PER MONTH

FY 2016 Number of Transactions Processed per Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total Issued
Initial Teacher lic	143	182	324	337	111	500	170	413	142	280	426	192	3,220
Extended Initial	16	29	16	17	20	27	36	39	36	37	27	33	333
Standard License	369	318	259	220	171	169	243	241	225	195	412	836	5,661
Master Ed	187	213	164	140	113	133	193	162	153	185	189	280	3,468
Professional Adm	50	23	23	19	18	25	20	2	0	1	1	2	320
Authorization Extension	0	0	0	269	218	196	172	183	160	130	131	137	1,596
Coach Authorization	347	464	213	115	105	89	158	172	254	223	206	82	2,428
Substitute License	144	163	144	157	134	108	102	105	76	38	29	26	1,226
Substitute Auth	79	94	119	87	49	92	137	95	157	169	314	291	1,683
Endorsement	173	288	80	15	1	4	17	5	10	7	13	13	626
Duplicate Lic	27	40	13	43	37	36	53	68	60	68	89	116	939
Tx Evaluation	211	212	92	432	168	105	108	171	148	122	103	65	1,937
Late Payment	73	194	89	32	23	27	17	13	2	27	23	31	629
Out-of-state T or A	126	75	29	0	1	1	0	0	0	0	0	0	232
Out-of-country	0	0	12	7	13	21	20	13	16	19	16	14	151
BTW Driving Instr	10	7	4	45	39	47	67	43	44	63	67	65	501
Class A	149	94	55	13	5	2	4	8	3	1	3	38	375
Executive Director Decision	13	53	6	127	49	18	21	24	23	32	91	144	601
Class B	196	310	93	18	5	11	6	7	3	12	19	30	710
Class E	35	40	4	0	0	1	0	0	1	0	3	1	85
Class G	3	12	3	0	1	0	1	1	0	0	0	0	21
Coach Auth Extend	7	9	0	3	5	4	2	4	4	2	3	4	47
Evaluator License	0	6	3	3	4	1	3	4	3	4	3	3	37
Renew Evaluator License	1	2	0	0	0	0	1	1	0	0	1	1	7
Initial Admin Lic	9	58	15	17	9	19	20	23	14	12	11	33	240
Extended Initial Adm	1	1	0	2	1	3	1	1	0	2	2	2	16
Renew Initial Administrator	5	2	3	4	0	1	1	6	2	2	3	7	36
Convert Initial Administrator	5	10	2	1	0	0	3	7	8	3	7	15	61
Renew Professional Administrator	11	19	3	1	1	0	13	22	25	14	14	24	147
Extend Professional Administrator	1	4	0	1	0	1	2	5	2	0	2	4	22
Administrator Exchange	8	2	3	4	2	2	1	3	4	7	6	1	43
Extend Administrator Exchange	0	1	1	0	0	0	0	0	0	2	0	0	4
Convert Administrator Exchange	0	0	0	0	0	0	0	4	5	0	1	2	12
Class B Administrator	4	1	4	3	0	0	0	1	1	2	2	5	23
Add Endorsement to Admin	0	0	0	0	0	0	0	0	0	0	0	0	0
CTE Authorization	2	2	3	0	0	0	0	2	0	1	2	1	13
Initial CTE Authorization	4	1	0	0	0	2	0	0	1	0	0	3	11
Paraeducator	128	81	37	31	24	41	26	29	21	98	90	58	664
Paraeducator Add Concentration	19	14	7	1	3	1	2	0	2	0	6	18	73
Orientation and Mobility Specialist	1	0	0	0	0	0	0	0	0	0	0	0	1
Statement of Professional Recogn	29	36	22	16	16	10	12	14	10	12	26	10	213
Teacher Intern License	11	3	0	0	0	0	0	0	0	0	4	10	28
Initial Prof Service	4	10	4	1	0	0	2	7	5	13	12	17	75
Professional Service	22	20	10	11	7	7	8	7	8	14	22	20	215
PSL - Class A	3	2	0	0	1	1	1	0	0	3	1	1	13
PSL - Class B	0	0	0	0	0	0	0	0	0	0	0	0	0
IPREP-Portfolio Review	0	1	0	1	0	0	0	0	0	0	0	0	2
SBO	21	27	23	28	17	21	20	22	21	21	16	10	247
Native Language Authorization	0	2	0	1	1	0	0	0	0	0	0	1	5
SAM	0	0	0	6	4	1	2	0	2	0	1	2	18
UAG Authorization	0	1	0	0	1	0	0	2	1	0	0	1	6
Activities Admin. Auth.	2	1	0	0	1	1	0	2	0	0	0	0	7
Over Payment	3	12	5	8	3	4	3	7	6	5	1	4	61
Total # Licenses Issued	2,576	2,933	1,793	2,196	1,355	1,701	1,648	1,918	1,650	1,794	2,374	2,618	28,399

EXHIBIT 3: TOTAL LICENSES ISSUED BY MONTH

Total Number of Licenses Issued by Month													
	July	August	September	October	November	December	January	February	March	April	May	June	Total number of Licenses Issued
Projected FY17	2,947	5,263	5,845	7,307	7,916	9,251	10,458	11,555	12,827	13,975	15,794	17,874	28,798
Running Total	2,947	8,210	14,055	21,362	29,278	38,528	48,986	60,541	73,368	87,342	103,137	121,011	
*Average of FY04 through FY16													
FY 2016 Actual	3,017	3,432	2,078	2,454	1,603	1,991	2,082	2,267	2,034	2,147	2,783	3,082	28,970
Running Total	3,017	6,449	8,527	10,981	12,584	14,575	16,657	18,924	20,958	23,105	25,888	28,970	
FY 2015 Actual	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
Running Total	3,095	6,659	8,956	11,324	12,776	15,006	16,924	18,641	20,644	22,590	25,095	28,319	
FY 2014 Actual	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
Running Total	2,968	6,820	8,940	11,172	12,743	14,707	16,799	18,839	20,938	22,922	25,498	28,812	
FY 2013 Actual	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
Running Total	2,744	6,119	8,097	10,585	12,434	14,354	16,585	18,653	20,899	23,087	26,043	29,262	
FY 2012 Actual	2,490	3,087	2,475	2,041	1,849	2,005	1,985	2,259	2,141	1,951	2,920	2,857	28,060
Running Total	2,490	5,577	8,052	10,093	11,942	13,947	15,932	18,191	20,332	22,283	25,203	28,060	
FY 2011 Actual	2,812	2,923	2,294	2,149	1,857	2,051	1,996	2,050	2,299	2,055	2,189	3,293	27,968
Running Total	2,812	5,735	8,029	10,178	12,035	14,086	16,082	18,132	20,431	22,486	24,675	27,968	
FY 2010 Actual	2,804	2,899	2,626	2,210	1,842	1,944	1,843	2,321	2,158	2,037	2,211	2,976	27,871
Running Total	2,804	5,703	8,329	10,539	12,381	14,325	16,168	18,489	20,647	22,684	24,895	27,871	
FY 2009 Actual	2,902	3,413	2,644	2,547	1,779	1,726	1,979	2,221	2,393	1,844	2,259	2,923	28,630
Running Total	2,902	6,315	8,959	11,506	13,285	15,011	16,990	19,211	21,604	23,448	25,707	28,630	
FY 2008 Actual	1,885	2,580	2,592	2,199	1,795	1,161	1,733	2,384	1,792	1,748	1,883	2,242	27,344
Running Total	1,885	4,475	7,067	9,266	11,061	12,222	13,955	16,339	18,131	19,879	21,762	24,004	
FY 2007 Actual	2,008	2,788	2,503	2,302	1,538	1,498	1,654	2,300	2,028	1,680	1,736	2,910	26,747
Running Total	2,008	4,796	7,299	9,601	11,139	12,625	14,279	16,579	18,607	20,287	22,023	24,933	
FY 2006 Actual	1,722	2,259	2,005	2,062	1,452	1,469	1,744	1,820	2,299	1,683	1,851	2,776	23,142
Running Total	1,722	3,981	5,986	8,048	9,500	10,969	12,713	14,533	16,832	18,515	20,366	23,142	
FY 2005	2,547	3,394	1,831	1,918	1,423	1,324	1,579	1,587	2,640	1,753	2,130	2,511	24,415
Running Total	2,547	5,941	7,572	9,488	10,911	12,235	13,814	15,381	18,021	19,774	21,904	24,415	
FY 2004	4,142	2,867	2,293	2,164	1,443	1,541	1,825	1,600	2,906	2,082	2,141	2,834	27,838
Running Total	4,142	7,009	9,302	11,466	12,909	14,450	16,275	17,875	20,781	22,863	25,004	27,838	

EXHIBIT 4: FY 2016– BALANCE SHEET / CASH FLOW CHART

FY 16 Balance Sheet / Cashflow Chart														
	July 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	Jun 16	Jun+60	Total
Receipts														
Brought Fwd from 15														
Carry Fwd to 17		470,693.41												
234 Gov Transfer In Other Agcy		85.00		105.00				6.25						
401 Licensee Fees	171,398.25	213,417.75	130,405.50	140,603.25	97,661.25	127,788.00	118,478.75	125,262.00	132,042.00	137,917.50	157,436.25	231,881.10	7,502.25	(1,784,200.00)
704 DCI Check Fee	30,793.00	35,840.00	35,830.00	45,835.00	21,008.00	55,975.00	26,911.00	43,917.00	35,542.00	29,727.00	45,178.00	42,508.12	308.00	448,835.00
BUEE Total Receipts	202,191.25	249,342.75	166,035.50	186,409.25	118,774.25	183,763.00	145,387.75	169,185.25	167,584.00	167,844.50	202,614.25	(318,512.54)	(493,361.91)	2,211,113.00
401 Licensee Fees (GenFund)	56,611.75	70,575.25	43,083.50	46,501.75	32,234.75	42,201.00	38,092.25	41,284.75	43,343.00	45,314.50	51,794.75	68,299.88	2,526.75	580,257.00
Expenditures														
101 Personal Services	65,311.23	123,266.77	192,171.67	102,614.16	120,348.74	117,139.97	125,175.83	111,383.19	181,095.05	96,065.09	117,583.71	184,704.13	68,534.35	1,537,780.00
202 In-State Travel		1,125.61	908.61	2,300.59	1,625.05	492.20	1,843.25	2,895.58	1,205.93	963.11	2,814.98	1,535.25	1,067.41	18,323.00
203 Assigned Vehicle		149.15	131.35	409.08	528.46	315.69	232.66	159.57	416.30	223.69	227.34	355.96	190.66	3,149.00
204 Vehicle Depreciation		360.00	360.00	360.00	360.00	360.00	360.00	360.00	360.00	360.00	160.00	320.00	160.00	3,520.00
205 Out-of-State Travel	1,669.64	(354.43)	3,795.70	590.50	537.53	420.00	1,314.46	1,314.46	360.00	2,995.40	22.18	3,275.10	260.16	13,844.00
301 Office Supplies	5,222.46	8.28	10.75	220.16	111.48	2,723.70	1,031.04	36.03	98.89	126.55	2,987.75	7,055.50	630.50	15,691.00
309 Printing & Binding	1,284.81		396.92	3,910.10	2,041.50	2,723.70	434.20	99.10	28.00	1,029.25	2,987.75	7,055.50	630.50	35,225.00
313 Postage		3,817.71	3,440.84	3,218.89	3,195.30	2,131.84	2,607.87	2,698.04	2,470.05	2,494.47	2,066.62	7,063.14	4,069.86	13,407.00
401 Communications		1,108.02	1,163.28	1,114.71	1,114.71	1,113.60	1,104.93	1,136.03	1,055.98	1,067.17	1,108.87	2,270.42	1,102.09	71,330.00
402 Rentals	2,128.06		75.00	75.00							500.00			2,778.00
405 Professional Services	40.00	168.90	50.00	523.11	913.68	(26.41)		1,136.22	153.04	545.53	451.07	387.75	121.95	4,343.00
406 Outside Services		6,475.02		1,317.81	2,062.00	2,467.25	2,126.98	565.90	2,029.63	751.29	863.84	102.38	45.34	16,762.00
407 Intra-State Transfers														
408 Advertising					54.56					395.00		396.81		846.00
409 Outside Repair/Services	429.97			145.38			191.03			142.54		94.15		912.00
414 Other Agency Reimb		44.00	13,920.81	40.00	44.00	724.20	37.00	42.00	717.50	39.00	47.86	758.50	39.00	16,449.00
416 ITE Reimbursement		3,345.20	2,475.53	2,954.79	1,962.16	3,689.18	1,593.54	1,464.56	1,678.48	1,520.63	1,535.87	3,830.75	2,282.06	26,062.00
418 IT Contracted Services			30,000.00						47,000.00					77,000.00
432 Gov Trif Attorney Gen			6,690.74	3,694.81	3,558.86	3,379.53	4,867.19	3,396.65		6,706.94	3,362.16	6,673.70	3,333.33	42,351.00
433 Gov Trif Auditor				116.88			113.67			57.23		231.12		519.00
434 Gov Trif Other Agencies			44,514.00	21,270.22	47,204.88	13,771.00	30,627.75	525.00	41,142.00	20,668.00	29,579.88	55,062.13	27,331.13	303,785.00
502 Office Equipment						1,114.00								1,114.00
503 Equipment Non-Inventory														
510 IT Equipment & Software	18,713.00		31,607.07	27.02	319.08		753.51	3,910.25		2,550.33		200.60	67.09	58,081.00
602 SWCAP/Other Expenses			49.70	1,923.62	49.90	946.71	591.47	131,146.25	281,206.64	138,253.26	164,435.30	3,868.04	2,715.98	10,023.00
Total Expenditures	94,798.17	133,393.64	334,117.86	150,543.44	186,147.18	150,880.29	173,903.25	131,146.25	281,206.64	138,253.26	164,435.30	272,187.34	111,967.98	2,211,113.00
Excess (Deficiency) of														
Revenue over Expenditures	107,393.08	115,949.11	(168,082.36)	35,765.81	(67,372.93)	32,882.71	(28,515.50)	38,039.00	(113,622.64)	29,391.24	38,178.95	2,516.88	(104,067.71)	22,523.00
Beginning Cash Balance	100,000.00	678,086.49	794,035.60	625,953.24	661,719.05	594,346.12	627,228.83	698,713.33	636,752.33	623,129.69	550,520.93	590,699.88		
Ending Cash Balance	207,393.08	794,035.60	625,953.24	661,719.05	594,346.12	627,228.83	698,713.33	636,752.33	523,129.69	550,520.93	590,699.88			

EXHIBIT 5: OBLIGATIONS VS. BUDGET REPORT

Obligations vs. Budget Report Budget Fiscal Year: 2016				
	Total Obligations FY-To-Date	SY 16 Spending Plan	Budget Balance	Percent of Budget Received /Spent
Resources:				
Balance Forward	\$ 570,693	\$ 1,176,209		
Receipts				
234 Gov Transfer in Other Agcy		\$ -	\$ -	NA
401 Fees, Lic. & Permits	\$ 1,777,343	\$ 1,735,513	\$ 41,830	102%
704 Other	\$ 448,527	\$ 360,000	\$ 88,527	125%
Total Resources:	\$ 2,796,563	\$ 3,271,722	\$ (475,159)	85%
Expenditures:				
101 Personal Services	\$ 1,519,245	\$ 1,569,574	\$ 50,329	97%
202 In-State Travel	\$ 17,256	\$ 25,000	\$ 7,744	69%
203 Assigned Vehicle	\$ 5,959	\$ 5,000	\$ (959)	119%
204 Vehicle Depreciation	\$ 3,636	\$ 4,000	\$ 364	91%
205 Out-of-State Travel	\$ 14,204	\$ 20,000	\$ 5,796	71%
301 Office supplies	\$ 7,049	\$ 12,000	\$ 4,951	59%
309 Printing & Binding	\$ 15,160	\$ 15,000	\$ (160)	101%
313 Postage	\$ 34,485	\$ 38,000	\$ 3,515	91%
401 ICN/Communications	\$ 12,956	\$ 15,000	\$ 2,044	86%
402 Rentals	\$ 2,778	\$ 3,500	\$ 722	79%
405 Professional Services	\$ 5,001	\$ 26,000	\$ 20,999	19%
406 Outside Services	\$ 18,827	\$ 5,000	\$ (13,827)	377%
407 Trans to Other agency	\$ -	\$ -	\$ -	#DIV/0!
408 Advertising	\$ 506	\$ 3,000	\$ 2,494	17%
409 Outside Repairs/Ser	\$ 818	\$ 4,000	\$ 3,182	20%
414 Other Agency Reimb	\$ 16,716	\$ 12,000	\$ (4,716)	139%
416 ITD Reimbursement	\$ 26,470	\$ 22,000	\$ (4,470)	120%
418 IT Contracted services	\$ 77,000	\$ 36,000	\$ (41,000)	214%
432 Gov Transfer AG	\$ 42,964	\$ 41,000	\$ (1,964)	105%
433 Gov Transfer Auditor	\$ 288	\$ 8,000	\$ 7,712	4%
434 Gov Trans Other Agency	\$ 306,454	\$ 360,000	\$ 53,546	85%
502 Equipment Inventory	\$ -	\$ 102,500	\$ 102,500	0%
503 Equipment Non-Inven	\$ 1,114	\$ 3,100	\$ 1,986	36%
510 IT Equipment	\$ 58,014	\$ 60,000	\$ 1,986	97%
602 SWICAP	\$ 7,794	\$ 20,000	\$ 12,206	39%
705 Refunds (not included in Expenditure Subtotal)	\$ 11,890	\$ 9,300	\$ (2,590)	128%
Expenditure Subtotal	\$ 2,194,694	\$ 2,409,674	\$ 214,980	91%
Carryover	\$ 31,176	\$ 256,532	NA	NA

EXHIBIT 6: PROJECTED AGENCY REVENUE AND EXPENDITURES

Projected Revenue and Expenditures												
	Projected FY2017	Actual FY2016	Actual FY2015	Actual FY2014	Actual FY2013	Actual FY2012	Actual FY2011	Actual FY2010	Actual FY2009	Actual FY2008	Actual FY2007	
Resources:												
Balance Forward	\$ 593,216	\$ 570,693	\$ 1,176,209	\$ 1,156,232	\$ 1,047,213	\$ 923,038	\$ 695,116	\$ 465,147	\$ 999,099	\$ 751,218	\$ 186,971	
Appropriations												
Revenues												
Gov Transfer in Other Agcy			338									
# Fees, Lic. & Permits	1,623,612	1,784,290	2,362,440	2,375,318	2,384,796	2,273,149	2,261,510	2,219,966	2,330,605	2,185,116	2,095,666	
Other	364,418	448,635	563,491	564,476	565,268	565,060	573,742	559,169	574,462	578,178	505,963	
Total Resources:	\$ 2,581,246	\$ 2,804,329	\$ 3,902,478	\$ 3,897,026	\$ 3,807,295	\$ 3,591,247	\$ 3,330,368	\$ 3,044,303	\$ 3,645,367	\$ 3,214,512	\$ 2,591,620	
Expenditures:												
General Office	\$ 2,123,118	\$ 2,194,693	\$ 1,805,312	\$ 1,633,419	\$ 1,765,263	\$ 1,631,145	\$ 1,550,106	\$ 1,518,807	\$ 1,598,423	\$ 1,457,624	\$ 1,103,643	
DC/IR/BI/Ed checks	\$ 364,418	\$ 448,635	\$ 519,291	\$ 297,652	\$ 290,911	\$ 347,620	\$ 294,463	\$ 277,654	\$ 247,658	\$ 213,624	\$ 214,339	
Inter State Transfers	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 754,000	\$ -	\$ -	
General Fund	\$ 405,903	\$ 580,237	\$ 587,162	\$ 589,546	\$ 594,869	\$ 565,268	\$ 562,760	\$ 562,526	\$ 560,139	\$ 543,065	\$ 522,420	
Expenditure Subtotal	\$ 2,123,118	\$ 3,223,765	\$ 3,331,765	\$ 2,720,617	\$ 2,651,063	\$ 2,544,034	\$ 2,407,329	\$ 2,349,167	\$ 3,160,220	\$ 2,215,413	\$ 1,840,402	
Revenue minus Expenditures	\$ 458,128	\$ 31,261	\$ 570,693	\$ 1,176,209	\$ 1,156,232	\$ 1,047,214	\$ 923,037	\$ 695,116	\$ 485,145	\$ 999,099	\$ 751,218	
Carryover	\$ 458,128.00	\$ 31,261.00	\$ 570,693.26	\$ 1,176,209.14	\$ 1,156,232.02	\$ 1,047,213.78	\$ 923,037.49	\$ 695,116.01	\$ 485,145.28	\$ 999,099.08	\$ 751,218.11	
Total to General Fund	\$ 405,903.00	\$ 580,237.00	\$ 587,162.00	\$ 589,546.00	\$ 594,869.00	\$ 565,268.08	\$ 562,760.06	\$ 562,526.00	\$ 560,139.30	\$ 543,065.00	\$ 522,420.00	
Includes 25% General Fund revenue based on a typical licensure fee of \$85												
Includes current reductions in FTE from 16.25 to 13.25												

EXHIBIT 7: FY 17 BUDGET & FY 16 BUDGET

Licensure Fees Total 0001-9397		SFY 17 Spending Plan Board of Education Examiners Appropriation Unit # 0154	SFY 16 Spending Plan Board of Education Examiners Appropriation Unit # 0154
Revenue			
Appropriation		-	(600,000)
Brought FWD 15		593,216	1,082,900
501 Fees		1,623,612	1,764,853
704 Misc Receipts		364,418	360,000
Total Funds Available		2,581,246	2,607,753
Expenditures			
	FTE's	13.25	16.25
101 Personal Services		1,434,838	1,559,225
101 SERIP/SLIP		-	10,349
202 In-State Travel		15,000	25,000
203 Assigned Vehicle		9,000	5,000
204 Vehicle Depreciation		1,920	4,000
205 Out-of-State Travel		10,000	20,000
301 Office supplies		12,000	12,000
309 Printing & Binding		5,000	15,000
313 Postage		9,500	38,000
401 ICN/Communications		15,000	15,000
402 Rentals		3,000	3,500
405 Professional Services		15,000	26,000
406 Outside Services		5,000	5,000
407 Trans to Other agency		-	-
408 Advertising		2,000	3,000
409 Outside Repairs/Ser		4,000	4,000
414 Other Agency Reimb		24,000	12,000
416 ITD Reimbursement		28,000	22,000
417 Workers Compensation			
418 IT Contracted services		97,760	36,000
432 Gov Transfer AG		41,000	41,000
433 Gov Transfer Auditor		8,000	8,000
434 Gov Trans Other Agency		325,000	360,000
501 Equipment		2,500	2,500
502 Office Equipment		2,500	100,000
503 Equipment Non-Inven		3,100	3,100
510 IT Equipment		30,000	60,000
602 SWICAP		8,000	20,000
705 Refunds		12,000	9,300
Total Expenditures		2,123,118	2,418,974
Estimated Carry Forward 17 (E7-E39)		458,128	188,779