



## BoEE Superintendent Update – October 2019

### Sign up to receive these updates

If you have other staff members, such as human resource directors, principals, or teachers that you would like to receive these monthly superintendent updates, they may sign up on our website home page (scroll down the home page to [click the BoEE quarterly newsletter link](#)). Licensed educators will also receive our quarterly newsletter if we have a valid email address on file.

### Common BEDS Issues – errors for “not properly endorsed or expired”

- Allow 24-48 hours after a new or conditional license has been issued for the system to sync and clear the error automatically (do not ask for an override right away)
- Teachers with the “pre-1988” clause that allows them to teach core subjects in grade 7/8 may come up as errors. Add a comment for that educator and we will manually override.
- Long-term subs will come up as errors. Add a comment with the name/folder number of the teacher out on leave.
- Add a comment if there are other “not properly endorsed/expired” errors that you need us to review
- Dean of Students – must be an administrator
- Athletic Directors – must be a licensed teacher, administrator, or hold the Activities Authorization (not the coaching authorization)
- Teachers must be reported correctly on BEDS to convert to the standard license
- Administrators must be reported correctly on BEDS to convert to the professional administrator license

### Conditional Licensure

The applications are online, and late fees will need to be paid separately (\$25 per month, now at \$50).

The **Class B License** is valid for two school years and may be issued under the following conditions:

- The person is the holder of a valid Iowa license with one or more endorsements
- The employer requests the Class B be issued
- The individual seeking this endorsement has completed at least two-thirds of the requirements or one-half in a shortage area

The **Executive Director Decision License** is valid for one school year and may be issued under the following conditions:

- The person is the holder of a valid Iowa license with one or more endorsements
- The employer requests the Executive Director Decision license be issued
- The employer verifies the diligent search to find a fully licensed teacher for the position
- The individual seeking this endorsement is not eligible for the Class B license

## STEM Award Opportunity

Know an outstanding STEM teacher? Someone who demonstrates the incredible impact science, technology, engineering and math have on the world every day? Nominate them today for the 2020 I.O.W.A. STEM Teacher Award, sponsored by Kemin Industries!

Now in its sixth year, this award celebrates teachers who inspire a passion for STEM in their students. It recognizes leadership and dedication that increases student interest in and awareness of science, technology, engineering and mathematics. The award is given to one teacher from each of the six Iowa STEM regions. Recipients receive \$1,500 for their classroom, along with an additional \$1,500 for personal use.

The deadline to complete nominations is Friday, October 4. Recipients will be announced in January 2020.

The nomination process is simple and open to everyone, including fellow teachers, school administrators, students and parents. Visit <https://stemaward.smapply.io> to submit a nomination and learn more.

<https://stemaward.smapply.io/>

## [Helpful Hints for School Administrators](#)

[Bookmark this link](#) for important information about Iowa license types, BEDS information, ethics presentations, and other important information for school administrators and HR directors.

## New Preservice Substitute Authorization

The BoEE has created a new preservice substitute authorization for exemplary teacher preparation candidates who are at least 21 years of age, junior or senior standing, and recommended by their program. This cannot take the place of required student teaching or field placements. This new authorization will be available to applicants starting October 2, 2019.

## Online System and Processing Times

New applications and renewals can take 4-6 weeks to process. The length in processing time is due to reduced BoEE staff and increased time needed to process background checks.

- Plan accordingly and submit applications in a timely manner (allow at least 4-6 weeks).
- Check the status of the application online. A status of “pending internal review” means it has been submitted.
- **Please do not send educators to our office to “expedite the process.”** All applications are processed in the order in which they are received.