

**CONSENT
OCTOBER 15-16, 2025**

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1	PPGA – IDAHO DIVISION OF CAREER TECHNICAL EDUCATION– LIMITED OCCUPATIONAL SPECIALIST CERTIFICATE EXTENSION	Action Item
2	PPGA – IDAHO STATE REHABILITATION COUNCIL MEMBERSHIP	Action Item
3	PPGA – ACCOUNTABILITY OVERSIGHT COMMITTEE APPOINTMENT	Action Item
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SUBJECT

Division of Career Technical Education (Division) - Limited Occupational Specialist Certificate Extension

REFERENCE

October 2023	Board approved the waiver of IDAPA 08.02.02.015.06.b for one year for B. Krupp, extending the time to complete LOS requirements.
October 2024	Board approved the waiver of IDAPA 08.02.02.015.06.b for one year for R. Stimpson, extending the time to complete LOS requirements.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section VII.C.
Section 33-1204, Idaho Code
Idaho Administrative Code, IDAPA 08.02.02 – Section 015.04.c.

BACKGROUND/DISCUSSION

Individuals coming from the private sector into the career technical education teaching profession may be awarded a Limited Occupational Specialist certification for up to three (3) years while they meet the necessary requirements to obtain a Standard Occupational Specialist teaching certification. It is during this three-year period that successful applicants must complete one of two pathways. Pathway I requires the completion of identified coursework, and pathway II requires completion of the Division's cohort training program. At the successful completion of the chosen pathway, the teacher is eligible to be awarded a standard occupational specialist (SOS) certificate. The SOS certificate is a five-year renewable certificate.

Due to extenuating circumstances, a waiver is required to extend the three-year time limitation for the individuals listed below who hold a Limited Occupational Specialist Certificate.

1. Daren Ferrell;
2. Alyssa Foreman Lavell; and
3. Lloyd Williams.

This requires a waiver of IDAPA 08.02.02.015.04.c.ii to allow the educators an additional year to complete all requirements necessary to apply for a Standard or Advanced Occupational Specialist Certificate. This extension would move the deadline from the current expiration date of August 31, 2025, to August 31, 2026.

IMPACT

Approval of this request would add one year to Daren Ferrell, Alyssa Foreman Lavell, and Lloyd Williams Limited Occupational Specialist Certificate with validity dates of September 1, 2025, through August 31, 2026. This extension would allow

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the educators to continue teaching and complete the remaining requirements. Following approval of this request, Division staff will work with each individual to develop a plan to ensure the remaining requirements are completed within the allotted time frame.

BOARD STAFF COMMENTS AND RECOMMENDATIONS

Board staff recommends approval of this item as well as a subsequent review of IDAPA 08.02.02.015.04.c.ii to determine why waiver of the rule was necessary and what can be done to prevent the need for such waivers in the future.

BOARD ACTION

I move to approve the request by the Division of Career Technical Education to waive the three-year limit of the interim certificate in IDAPA 08.02.02.015.04.c.ii for one year for Daren Ferrell, Alyssa Foreman Lavell, and Lloyd Williams.

Moved by _____ Seconded by _____ Carried: Yes ___ No _____

PLANNING, POLICY AND GOVERNMENT AFFAIRS
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SUBJECT

Idaho State Rehabilitation Council Appointments

REFERENCE

December 2022	Board appointed three new members to the Council.
October 2023	Board appointed one current member to the Council.
December 2023	Board appointed five new members to the Council.
June 2024	Board appointed two new members to the Council.
August 2024	Board re-appointed two members to the Council.
October 2024	Board appointed three new members and re-appointed one current member
April 2025	Board approved three new members

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Policy, IV.G.
Idaho Code § 33-2202
Idaho Code § 33-2303
Code of Federal Regulations 34 CFR § 361

BACKGROUND/DISCUSSION

Code of Federal Regulations (34 CFR § 361.17) sets out the requirements for the State Rehabilitation Council, including the appointment and composition of State Rehabilitation Councils. The regulations require members of state councils to be appointed by the Governor or, in the case of a state that under State law vests authority for the administration to an entity other than the Governor, the chief officer of that entity. Idaho Code § 33-2303 designates the State Board for Career Technical Education as that entity. Idaho Code § 33-2202 designates the State Board of Education as the State Board for Career Technical Education “for the purpose of carrying into effect any acts by Congress “affecting vocational rehabilitation.”

Further federal regulations establish that the Council must be composed of at least fifteen (15) members, including:

- i. At least one representative of the Statewide Independent Living Council, who must be the chairperson or other designee of the Statewide Independent Living Council;
- ii. At least one representative of a parent training and information center established pursuant to section 682(a) of the Individuals with Disabilities Education Act;
- iii. At least one representative of the Client Assistance Program established under 34 CFR part 370, who must be the director, or another individual recommended by the Client Assistance Program;
- iv. At least one qualified vocational rehabilitation counselor with knowledge of, and experience with vocational rehabilitation programs who serves as an ex officio, nonvoting member of the Council if employed by the designated State agency;

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- v. At least one representative of community rehabilitation program service providers;
- vi. Four representatives of business, industry, and labor;
- vii. Representatives of disability groups that include a cross section of (A) Individuals with physical, cognitive, sensory, and mental disabilities; and (B) Representatives of individuals with disabilities who have difficulty representing themselves or are unable due to their disabilities to represent themselves;
- viii. Current or former applicants for, or recipients of, vocational rehabilitation services;
- ix. In a State in which one or more projects are carried out under section 121 of the Act (American Indian Vocational Rehabilitation Services), at least one representative of the directors of the projects;
- x. At least one representative of the State educational agency responsible for the public education of students with disabilities who are eligible to receive services under this part and part B of the Individuals with Disabilities Education Act;
- xi. At least one representative of the State workforce investment board; and
- xii. The director of the designated State unit as an ex officio, nonvoting member of the Council.

Additionally, Federal Regulations specify that a majority of the Council members must be individuals with disabilities who meet the requirements of 34 CFR § 361.5(b)(28) and are not employed by the designated State unit. Members are appointed for a term of no more than three (3) years, and each member of the Council may serve for not more than two (2) consecutive full terms. A member appointed to fill a vacancy prior to the end of the term must be appointed for the remainder of the predecessor's term. A vacancy in membership of the Council must be filled in the same manner as the original appointment, except the appointing authority may delegate the authority to fill that vacancy to the remaining members of the Council after making the original appointment.

The Council currently has two (2) nominations for Board consideration as follows:

The Council is recommending the appointment of Brandon Dopf as a representative of Former or Current Applicant/VR Recipient to replace a committee member whose term is expiring.

The Council is recommending the appointment of Kyanna Fahey as a representative of Disability Groups.

IMPACT

The reappointments will maintain compliance with CFR 34 Part 361.16 and result in nineteen (18) total members.

**PLANNING, POLICY AND GOVERNMENT AFFAIRS
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ATTACHMENTS

Attachment 1 – Current Council Membership, applications and resumes of the nominees listed above.

STAFF COMMENTS AND RECOMMENDATIONS

The requested appointments meet the provisions of Board policy IV.G. State Rehabilitation Council, and the applicable Federal regulations.

Staff recommends approval.

BOARD ACTION

I move to appoint Brandon Dopf as a representative of the Former or Current Recipient of VR Services to complete a three-year term, effective immediately through October 16, 2028.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

I move to appoint Kyanna Fahey as a representative of Disability Groups for a three-year term, effective immediately through October 16, 2028.

Moved by _____ Seconded by _____ Carried Yes _____ No _____



Name:

Mailing Address:

Home/Cell Phone: Work Phone:

E-Mail:

Brandon Dopf

QUALIFICATIONS

Strategic and customer-focused leader with 15+ years of experience driving successful system implementations, optimizing operations, and aligning customer success initiatives with business goals. Proven ability to lead cross-functional teams, manage complex projects, and deliver innovative, customer-centric solutions. Skilled at identifying support needs, uncovering growth opportunities, and enhancing the customer journey through data-driven decision-making. A collaborative team player fluent in American Sign Language, with a strong commitment to inclusive communication and service excellence.

PROFESSIONAL AND CAREER EXPERIENCE

Vice President of Customer Success
360 Direct Access

September 2022 to Present
Remote, United States

- Built and launched a full-scale Customer Success program from the ground up for a growing startup, including the development of strategies, workflows, and customer engagement initiatives.
- Led end-to-end implementation for new customers, generating over \$250,000+ in annual recurring revenue from scratch within three years. Ensured seamless onboarding, strong product adoption, and clear understanding of platform capabilities—contributing to a sustained 95%+ customer satisfaction rating.
- Designed and implemented a comprehensive training program that empowered customer service representatives to deliver consistently high-quality support, resulting in a reduced turnover rate of 11–15%, significantly outperforming the industry average of 30–45%.
- Oversaw the successful delivery of 30+ major product features since the company's inception, leveraging customer feedback and market trend analysis to shape and prioritize the product roadmap.
- Collaborate cross-functionally with technical, sales, marketing, and operations teams to align efforts and drive a consistent, customer-focused experience.

Project Manager
Communication Service for the Deaf (CSD)

August 2019 to September 2022
Remote, United States

- Led project efforts that have generated over \$3M in revenue by implementing American Sign Language (ASL) customer service contact centers for 25+ small to large businesses.
- Implemented and oversaw the customer quality assurance program for all ASL contact centers which has maintained a 91% or more customer satisfaction rating.
- Led a cross functional team that has won over \$275,000 in grant money to support our COVID-19 ASL hotline for the Deaf and Hard of Hearing community.
- Served as the subject matter expert on all technical requirements and provided all product demonstrations to potential corporate, federal, state, and non-profit business customers.

Sales Engineer/Product Manager
Communication Service for the Deaf (CSD)

May 2016 to August 2019
Tampa, FL

- Served as customer's point of contact for all technical aspects of the Vineya product designed to support communication access for sign language interpreting agencies, businesses, interpreters, and consumers.
- Developed 50+ major features based on customer needs into clear product specifications and requirements for the software development team and drove them to completion and delivery.
- Provided customized product demonstrations to multiple potential sign language agencies, federal agencies, and large corporations that has resulted in a successful 60% conversion rate.
- Implemented the Vineya product and provided training for over 100 customers nationwide.

- Led cross functional team on several projects including the end of a legacy system and implementation of new system.

Business Analyst/Software Test Engineer
ASL Services/GlobalVRS

September 2015 to May 2016
Orlando, FL

- Planned, designed, and recommended business processes to improve and support daily business operations.
- Streamlined all the technical components and reporting of data for operating Video Relay Service (VRS) and Video Remote Interpreting (VRI).
- Assisted upper management in establishing a business plan and sales strategy that ensures attainment of company sales and profitability.
- Served as company's point of contact for all technical aspects of the software.
- Facilitated meetings with clients to gather and document requirements and explore potential solutions.
- Developed multiple technical training manuals and user guide for trainers and users.
- Oversaw quality assurance testing and teams for client software.

Sales Engineer
The Z (CSDVRS, LLC.)

January 2014 to September 2015
Clearwater, FL

- Provided pre- and post-sales services, including business analysis to identify customer technical requirements.
- Oversaw installations and technical support of high-quality TANDBERG/CISCO videoconferencing equipment for over 100 federal, state, education, enterprises, and small business offices.
- Worked closely with network/firewall engineers in configuring their firewalls.
- Provided technical sales presentations to IT professionals and customers regularly.
- Collaborated with sales managers and engineers to optimize promotion of products and services.
- Provided documentation and weekly training to top level technical support team in providing ongoing support for business customers.

Surveillance Systems Administrator
Pilot Flying J Corporation

May 2006 to January 2014
Ogden, Utah

- Responsible for managing the digital video surveillance systems at over 500 Pilot Flying J truck stop locations throughout the United States and Canada.
- Installed, configured, and troubleshoot large storage servers, switches, IP cameras, and applications.
- Member of a team that developed, piloted, and implemented a brand-new digital surveillance system at over 200 Flying J truck stops.
- Managed contracts and work with vendors to improve quality of products and services.
- Served as point of contact for field technicians and on-site personnel to troubleshoot systems.
- Supervised and managed members of the video surveillance team.
- Trained and provided end user support for corporate office staff, store regional and general managers on digital surveillance application usage.

EDUCATION

M.S., Management in Information Systems Security
Colorado Technical University

June 2013
Online

B.S., Business Information Systems
Utah State University

December 2006
Logan, Utah

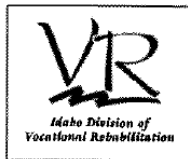
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From: 16075972631



STATE REHABILITATION COUNCIL APPLICATION FORM

Name: Kyanna Fahess
Mailing Address: [REDACTED]
Home/Cell Phone: [REDACTED] Work Phone: [REDACTED]
E-Mail: [REDACTED]

Please explain why you would like to serve on the State Rehabilitation Council

I want to be on the State Rehabilitation Council because I want to voice mine, and others experiences trying to get a job and make getting a job easier. ~~and~~ I recognize the struggles disabled people have while getting a job and want to help them.

What Boards, Commissions, Councils, or Task Forces, etc., have you previously, or currently served on?

Name: <u>[REDACTED]</u>	Term Date: <u>[REDACTED]</u>
Name: <u>[REDACTED]</u>	Term Date: <u>[REDACTED]</u>
Name: <u>[REDACTED]</u>	Term Date: <u>[REDACTED]</u>
Name: <u>[REDACTED]</u>	Term Date: <u>[REDACTED]</u>

It is the expectation for members is to be able to commit to 1 day per quarter and 1 hour per month to dedicate to State Rehab Council activities. Do you have commitments or conflicts that might prevent you from attending quarterly Council meetings?

☒ No ☐ Yes If "Yes" please explain:

[REDACTED]

CFR 361.17(c)(1) Requires a majority of the Council members be individuals with disabilities. While your disclosure is voluntary, it would be a benefit to the Council in determining membership compliance.

Disability

☒ Yes ☐ No

Please attach a resume so that the Council may learn about employment history, educational background, group affiliations, community involvement and interests.

RETURN TO:

IDAHO STATE REHABILITATION COUNCIL
ATTN: Council Secretary
650 West State Street, Room 150
P.O. Box 83720
Boise, Idaho 83720-0096

To: +12083345305

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8335041451

From: 16075972631

**KYANNA
FAHEY**

Boise, Idaho

ABOUT ME

I am a senior at Boise High School and I am currently a senior editor for the yearbook. I also love art, writing, hanging out with my friends, and going on drives in my car around the city.

EXPERIENCE

Boise Hawks

Steve Staub - Director of Stadium Operations
Steve@boisehawks.com
Office (208) 322-5000

- Worked for two years as a Kid Zone and the Speed Pitch attendant.
- During the 2025 season, I took on a leadership role, being the only returner to the stadium.
- I taught my coworkers how to deal with money, customers, and the equipment while learning about the new improvements that were added.
- I completed tasks such as taking money, setting up the bouncy houses and the speed pitch zone, watched kids, picked up balls thrown into the batting cage, and held up the speedometer to track the pitches being thrown.
- My coworkers and I have also worked to make the Kid Zone area safer this season.

Idaho Central Arena

Sabrena Nottingham - Director of Guest Relations and Event Coordination
sabrena@idahocentralarena.com
Office (208) 489-2202

- I started working as an usher and ticket taker in February of 2025.
- I mostly work as a ticket taker up front and greet people as they are coming in the doors but I have occasionally worked down on the floor directing people to where they need to go.
- I have already built up a good reputation doing tickets and everyone seems to like and trust me.

EDUCATION

Boise High School

Senior (12th) 2025-2026

AWARDS

Heart of the Brave Award

Boise High School 2023-2024

Heart of the Brave Award

Boise High School 2024-2025

Employee of the Year Award

Boise Hawks 2024

SKILLS

- Computer Skills
- Hard Work Ethic
- Leadership
- Social
- Multitasking
- Friendly
- Communication
- Teamwork

REFERENCES

- Morgan Camie - Family Friend
-(208) 573-3786
- Maxie Rogers - Teacher
-(208) 851-2422
- Shannon Bach - Family Friend
-(208) 890-8518

Members Shall Represent	Representation Required	Name	Region	Term	Term Dates	Voting Member	#
Former Applicant or Recipient of VR services	Minimum 1	Mark Reinhardt	Treasure Valley	1st	12/21/2022-12/20/2025	Yes	1
		Stephanie Taylor-Thompson	Eastern Idaho	2nd	8/21/2024 8/22/2027	Yes	2
Parent Training & Information Center	Minimum 1	Vacant					
Client Assistant Program	Minimum 1	Nancy Grant	Eastern Idaho	1st	Effective 12/21/2022 No term limit	Yes	3
VR Counselor	Minimum 1	Kara Whitehouse	Treasure Valley	1st	04/16/2025 04/15/2028	No	4
Community Rehabilitation Program	Minimum 1	Danielle Larsen	Treasure Valley	1st	06/12/2024-6/13/2027	Yes	5
Business, Industry and Labor	Minimum 4	Diana Colgrove	North Idaho	1st	12/21/2022-12/20/2025	Yes	6
		Jeff DeForest	Treasure Valley	1st	12/13/2023 12/12/2026	Yes	7
		Lucas Rose	North Idaho	1st	12/13/2023 12/12/2026	Yes	8
		Angie Tuft	Treasure Valley	1st	12/13/2023 12/12/2026	Yes	9
Disability Groups	No minimum or maximum	Tim Blonsky	Treasure Valley	2nd	8/26/2022-8/25/2027	Yes	10
		Janice Carson	North Idaho	1st	06/12/2024-6/13/2027	No	11
		Amber Maxwell	Treasure Valley	1st	04/16/2025 04/15/2028	Yes	12
State Independent Living Council	Minimum 1	Jami Davis	Treasure Valley	2nd	8/21/2024 08/22/2027	Yes	13
Department of Education	Minimum 1	Randi Cole	Treasure Valley	2nd	10/18/2023-10/17/2026	No	14
Interim Administrator of Vocational Rehabilitation	Minimum 1	Judy Taylor	Treasure Valley	No end date		No	15
Idaho's Native American Tribes	Minimum 1	Feather Holt	North Idaho	10/16/2024 No end date		Yes	16
Workforce Development Council	Minimum 1	Donna Butler	Eastern Idaho	1st	04/16/2025 04/15/2028	Yes	17

SUBJECT

Accountability Oversight Committee Appointment

REFERENCE

June 2021	The Board approved initial appointment of Iris Chimburas.
August 2023	The Board approved reappointment of Iris Chimburas and Jodie Mills.
June 2024	The Board approved reappointment of Julian Duffey, Anne Ritter, and Roger Stewart.
August 2024	The Board approved initial appointment of Sherry Ann Adams and Adam Johnson.
August 2025	The Board approved reappointment of Adam Johnson and Geoff Penrose.

APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education Policy I.Q. Accountability Oversight Committee

BACKGROUND/DISCUSSION

The Board's Accountability Oversight Committee (AOC) was established in April 2010 as an ad-hoc committee of the Idaho State Board of Education. The committee is charged with providing recommendations to the Board on the effectiveness of the statewide student achievement system and making recommendations on improvements and/or changes as needed. Board Policy I.Q., Accountability Oversight Committee, outlines the membership and responsibilities of the committee. The committee consists of:

- Two Board members
- The Superintendent of Public Instruction (or designee)
- One member with special education experience
- One member with experience serving in a school district with a focus on assessment and accountability
- One member with experience as a district superintendent
- One member with experience as a school principal or charter school administrator
- One member with experience working with student achievement assessments and data
- Two members at-large.

Iris Chimburas was recommended to the Accountability Oversight Committee by the Indian Education Committee and has held one of the at-large positions on the AOC since July 2021. In July 2025, she notified staff that she would not seek reappointment. Board staff conducted outreach to gather resumes for the vacant at-large member position, including contacting IASA, IEA, ISBA, the Indian Education Committee, Idaho Department of Education (IDE) staff, and individual educators at the request of current AOC members.

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On September 10, 2025, the AOC met and reviewed the resumes of interested candidates and voted to recommend Gabriela Clark for appointment. Gabriela is the English Learner (EL) Program Coordinator for Fremont County Joint School District, a position she has held since 2018. Her background related to K-12 and English Learner education includes both direct services and deep knowledge of English Learner assessment. Since 2023, she has been on the IDE English Language Proficiency Assessment (ELPA) Advisory Committee and in this school year, she became a member of the LEA Advisory Committee for the WIDA Consortium. Gabriela has certificate in bilingual education (K-12) and a Bachelor of Science in Psychology.

IMPACT

Appointment of Gabriela Clark will ensure all external committee positions are filled through June 30, 2026.

ATTACHMENTS

Attachment 1 – Current AOC Membership List September 2025
Attachment 2 – Recommended Member Resume, Gabriela Clark

BOARD STAFF COMMENTS AND RECOMMENDATIONS

Board staff recommends approval.

BOARD ACTION

I move to approve the appointment of Gabriela Clark to the Accountability Oversight Committee for a term of 2 years commencing on October 15, 2025, and ending on June 30, 2027.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

ACCOUNTABILITY OVERSIGHT COMMITTEE
SEPTEMBER 2025

State Board of Education Member Ex-Officio	State Board of Education Member Ex-Officio
Cindy Siddoway Member State Board of Education	Vacant Member State Board of Education
Superintendent of Public Instruction or Designee Ex-Officio	Committee Chair, Student Achievement Assessment and Data Representative Term: July 1, 2024 - June 30, 2026
Michelle Clement Taylor Director of Organizational Operations State Department of Education	Roger Stewart Retired Professor, College of Education Boise State University
School District Assessment and Accountability Rep. Term: July 1, 2025 - June 30, 2027	School District Superintendent Representative Term: August 21, 2024 - June 30, 2026
Adam Johnson Assistant Superintendent & Data and Assessment Coordinator Blaine County School District #61	Sherry Ann Adams Superintendent Melba School District #136
School Level Administrator Representative Term: July 1, 2025 - June 30, 2027	Special Education Representative Term: July 1, 2024 - June 30, 2026
Geoff Penrose Principal, Sandpoint Middle School Lake Pend Oreille School District #84	Julian Duffey Director of Special Education Jefferson County School District #251
Member At Large Term: July 1, 2025 - June 30, 2027	Member At Large Term: July 1, 2024 - June 30, 2026
Vacant	Anne Ritter Board Member Meridian Medical Arts Charter School
Board Staff Support	
Alison Henken K-12 Accountability and Projects Program Manager Office of the State Board of Education ahenken@edu.idaho.gov 208-332-1579	

GABRIELA CLARK

Bilingual Education K-12

WORK EXPERIENCE

Fremont County
Joint School District
2018 - Present

EL Program Coordinator

- Lead and manage the district-wide English Learner (EL) program, aligning services with state and federal (Title III/SDE) requirements.
- Oversee program operations and compliance documentation to ensure program effectiveness and accountability.
- Identify eligible EL students to ensure timely placement, progress monitoring, and program exit notifications.
- Collaborate with principals, counselors, special education staff, and teachers to support EL student success and program alignment.
- Completes all responsibilities of the district's EL Proficiency Assessment as the WIDA ACCESS Test Coordinator.
- Design and facilitate professional development and certification for teachers and staff, including WIDA ACCESS K-12 training.
- Serve as the primary liaison to the State Department of Education and meet regularly with the district's Federal Program Director to assess program outcomes and implement improvements.
- Manage ESL instructional platforms such as Imagine Learning, Rosetta Stone, and Off2Class to support student language development.
- Support TESOL practicum placements and partnerships with higher education institutions.
- Provide leadership in parent and community engagement by translating and interpreting communications for Spanish-speaking families.

SKILLS

DRC Insight
ELMS Editor
CFSGA
Bilingual EN-SP

Advisory Committees

WIDA LEA Advisory Committee SY 2025-2026 / 2026-2027
SDE- ELPA Advisory Committee SY 2023-2024 / 2024-2025 / 2025-2026

UCSD
California
2017

Facilitator- UC San Diego, Recreation Department

- The UCSD Challenge Course provides customized adventure-based team building programs with a focus on leadership development and group dynamics.
- Group guidance through team building and leadership programs.
 - Use of successful team building and group dynamic techniques.

Self-Employed
Venezuela
2010-2016

Freelancing- Organizational Psychology Services

- Structured and systematized the recruitment process to improve efficiency and candidate selection.
- Categorized training procedures aligned with specific job descriptions to enhance role-based learning
- Created personalized development programs tailored to meet company needs and employee growth objectives.
- Developed and facilitated team-building and leadership training initiatives to strengthen collaboration and management skills.
- Designed and formalized comprehensive job description manuals to standardize role expectations.
- Implemented performance evaluation systems to monitor employee progress and inform development plans.

EDUCATION

College of Southern
Idaho-CSI, Idaho

Bilingual Education K-12
Non- Traditional Educator Program

Universidad Rafael
Urdaneta, Venezuela
2006-2010

**Bachelor's in Psychology with an specialization in
Industrial and Organizational Psychology**

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SUBJECT

Emergency Provisional Certificate Recommendations

REFERENCE

February 2023	Board approved 31 provisional certificates for the 2022-2023 school year.
April 2023	Board approved 14 provisional certificates for the 2022-2023 school year.
June 2023	Board approved four (4) certificates for the 2022-2023 school year.
October 2023	Board approved 16 provisional certificates for the 2023-2024 school year. Board approved procedures for processing emergency provisional certificates.
December 2023	Board approved 117 provisional certificates for the 2023-2024 school year.
February 2024	Board approved 26 provisional certificates for the 2023-2024 school year.
April 2024	Board approved 10 provisional certificates for the 2023-2024 school year.
June 2024	Board approved three (3) provisional certificates for the 2023-2024 school year.
August 2024	No applications were received.
October 2024	Board approved 11 provisional certificates for the 2024-2025 school year.
December 2024	Board approved 28 provisional certificates for the 2024-2025 school year.
February 2025	Board approved 12 provisional certificates for the 2024-2025 school year.
April 2025	Board approved four (4) provisional certificates for the 2024-2025 school year.
June 2025	Board approved one (1) provisional certificate for the 2024-2025 school year.
August 2025	No applications were received to present for the 25-26 school year.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho Code § 33-1201 and 33-1203

BACKGROUND

Section 33-1201, Idaho Code, requires that every person who is employed to serve in any elementary or secondary school as a teacher, supervisor, administrator, education specialist, school nurse or school librarian to hold a certificate issued under authority of the state board of education, valid for the service being rendered. Section 33-1203, Idaho Code allows the State Board of Education to authorize a provisional certificate for teachers when the candidate has at least two (2) years of college training and an emergency has been declared. This section of code does not authorize issuance of emergency provisional certificates for pupil service staff or administrators.

School districts receive the same level of funding for staff with an emergency provisional certificate as they receive for an individual with a standard certificate. Funding for long-term substitutes is at the same level as non-certified classified staff.

DISCUSSION

The Department of Education received 17 complete Emergency Provisional Certificate application for Instructional certificate(s)/endorsement(s) by August 25, 2025.

The Certification Department of the Idaho Department of Education reviewed each candidate's full application. Each candidate presented below, requesting Instructional certificate(s)/endorsement(s), has completed at least two (2) years of college training, making them eligible for emergency provisional certificate consideration. Each LEA has declared a hiring emergency, summarized the hiring efforts, and attested to the candidate's ability to fill the position.

The Idaho Department of Education is requesting authorization to issue provisional certificate(s) as presented below.

1. Wilder School District #133

Applicant Name: Chantel Mullins

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: 63 credits

Declared Emergency Date: June 10, 2025

Hire/Assignment Date: June 11, 2025

Summary of Recruitment Efforts: The middle school teaching position was posted on May 8, 2025. Recruitment efforts resulted in a small pool of applicants which is common given Wilder's rural location and the travel required to reach the district. Of those who applied, Chantell was the only candidate who both met the qualifications for the position and expressed a genuine interest in teaching in Wilder. Other applicants either did not fit the specific needs of the middle school

or lacked the necessary rapport with students. Chantell was selected as the best candidate due to her established history in the district, her strong relationship with students and staff, and her ongoing progress toward completing her teaching degree.

2. Vallivue School District #139

Applicant Name: Shelbi Barnes

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: 100 credits

Declared Emergency Date: 8/12/2025

Hire/Assignment Date: 8/6/2025

Summary of Recruitment Efforts: The district posted the opening and could not find a viable candidate. Shelbi has been part of the Vallivue SD as a walk-on coach and said she would be interested in taking the position. She is in the process of obtaining her degree through WGU and would like to become a teacher. She has a great rapport with students and will be a huge asset to the Summitvue team.

3. Cassia County Joint School District #151

Applicant Name: Kamdin Gutierrez

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: BA

Declared Emergency Date: 8/6/2025

Hire/Assignment Date: 8/6/2025

Summary of Recruitment Efforts: Four applicants were received and interviewed, but none were certified. He was the clear choice. Wants to teach a year before deciding whether to pursue a certification program.

4. Applicant Name: Maria Molina

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: AA

Declared Emergency Date: 7/1/2025

Hire/Assignment Date: 7/2/2025

Summary of Recruitment Efforts: The position was posted on the school district website. The candidate has been a paraeducator for four years. She seems to be a great fit.

5. Applicant Name: Paloma Palacios

Certificate: Provisional

Endorsement(s): English as a Second Language (K-12)

College Training: AA

Declared Emergency Date: 7/21/2025

Hire/Assignment Date: 7/1/2025

Summary of Recruitment Efforts: Job was posted on the district website and K12jobspot.com. Three applicants applied, but Paloma has experience with ESL

CONSENT
OCTOBER 15-16, 2025

being a para. The candidate is currently enrolled in a certification program but will not student-teach until 2027.

6. **Applicant Name:** Rosario Serrano
Certificate: Provisional
Endorsement(s): All Subjects K-8
College Training: BA
Declared Emergency Date: 8/18/2025
Hire/Assignment Date: 8/7/2025
Summary of Recruitment Efforts: Six were interviewed and although they were certified, Rosario scored higher on the school's interview rubric. They felt she would fit better with the school.
7. **Applicant Name:** Lisa Smith
Certificate: Provisional
Endorsement(s): All Subjects K-8
College Training: 115 credits
Declared Emergency Date: 7/1/2025
Hire/Assignment Date: 8/4/2025
Summary of Recruitment Efforts: In a program, but not student teaching until August 2026. The candidates they interviewed lacked experience and credentials. Recruitment efforts were provided to the IASA, ISU job board, BYU-I job board and CCSD website.
8. **Wendell School District #232**
Applicant Name: Angela Murillo-Villasenor
Certificate: Provisional
Endorsement(s): World Language Spanish (6-12)
College Training: AA
Declared Emergency Date: June 17, 2025
Hire/Assignment Date: June 17, 2025
Summary of Recruitment Efforts: The school had zero applicants, and the candidate is not able to student-teach until the 26-27 school year. The school opened the position for the second straight year without applicants. They have made the candidate aware that the second emergency is all they can apply for, and the candidate must make progress to obtain her degree.
9. **Jerome School District #261**
Applicant Name: Melissa Gaver
Certificate: Provisional
Endorsement(s): Social Studies
College Training: BA
Declared Emergency Date: 7/22/2025
Hire/Assignment Date: 7/30/2025
Summary of Recruitment Efforts: All positions were posted for months and still are on the website. It was posted to job boards, attended career fairs, and college hiring events. The position was also posted on community bulletin boards and social media.

10. Applicant Name: Francisca Peralta

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training:

Declared Emergency Date: 7/22/2025

Hire/Assignment Date: 7/22/2025

Summary of Recruitment Efforts: The position was posted on Job Board, Indeed, SchoolSpring, district website and social media. They also attended career fairs, and a local business posted on their signage.

11. Applicant Name: London Rainey

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: 72 credits

Declared Emergency Date: 7/22/2025

Hire/Assignment Date: 7/22/2025

Summary of Recruitment Efforts: All positions were posted for months and still are on the website. Posted to job boards, attended career fairs, and college hiring events. The position was also posted on community bulletin boards and social media. London is currently enrolled in a certification program but does not qualify for an Alternative Authorization due to student teaching in 2027.

12. Richfield School District #316

Applicant Name: Heidi Koyle

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: 60 credits

Declared Emergency Date: 8/1/2025

Hire/Assignment Date: 8/1/2025

Summary of Recruitment Efforts: The position was open on the district website and the State Board of Education website since early June 2025. Only one credentialed applicant was interviewed, but she declined and chose to work in another district.

13. Avery School District #394

Applicant Name: Lyssa Duran

Certificate: Provisional

Endorsement(s): All Subjects

College Training: 128 credits

Declared Emergency Date: 8/11/2025

Hire/Assignment Date: 8/11/2025

Summary of Recruitment Efforts: The Avery SD received more K-8 enrollment than they expected for the 25-26 school year. The School Board realized that finding a qualified individual in the very rural area would be difficult. Furthermore, with no available housing in the area, bringing a new staff member into Calder is impossible. The Board agreed that Ms. Duran is the best fit for this position. She has worked in the district for three years. She has served on the district's

leadership team and is working towards her certification.

14. Twin Falls School District #411

Applicant Name: Jackson Hodges

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: 58 credits

Declared Emergency Date: 8/1/2025

Hire/Assignment Date: 8/1/2025

Summary of Recruitment Efforts: At this time, the Twin Falls SD has hired 22 district elementary school teachers but continues to experience vacancies that we have been unable to fill with certified or otherwise qualified candidates. Therefore, we respectfully request that an Emergency be issued. The school has received 21 applicants and interviewed nine.

15. Applicant Name: Katherine Lopez

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: 55

Declared Emergency Date: 8/1/2025

Hire/Assignment Date: 8/1/2025

Summary of Recruitment Efforts: At this time, the Twin Falls SD has hired 23 district elementary school teachers but continues to experience vacancies that we have been unable to fill with certified or otherwise qualified candidates. Therefore, we respectfully request that an Emergency be issued. The school has received 16 applicants and interviewed six.

16. Kimberly School District #414

Applicant Name: Tja Maxwell

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: 128 credits

Declared Emergency Date: June 19, 2025

Hire/Assignment Date: June 20, 2025

Summary of Recruitment Efforts: School posted opening on the district website and social media. They also attended job fair in Magic Valley.

17. Idaho Virtual High School, Inc. 453

Applicant Name: Heather Sayer

Certificate: Provisional

Endorsement(s): All Subjects K-8

College Training: AA

Declared Emergency Date: 7/22/2025

Hire/Assignment Date: 8/4/2025

Summary of Recruitment Efforts: Heather is completing her BA degree by May 2026. The position was posted in May of 2025. 0 applications were received. Heather has been the assistant in that classroom for three years and has been with the school for nine.

IMPACT

If the Board approves the request, the Idaho Department of Education will be authorized to issue emergency provisional certificates to the qualifying candidates. An emergency provisional certificate is effective for one (1) year. No financial penalties will be assessed to the LEA while an emergency provisional certificate is in effect.

If the Board does not approve the request, the Idaho Department of Education will not be authorized to issue the requested emergency provisional certificates. The school district would be required to pursue other hiring options and may face financial impact.

ATTACHMENTS

Attachment 1 – Emergency Certificate Candidate Materials.

BOARD STAFF COMMENTS AND RECOMMENDATIONS

Department staff verified that each candidate has completed at least two (2) years of college training and that the school district declared a hiring emergency. All candidates have been hired by a local education agency as teachers for the 2025-2026 school year. Candidates that have already completed a Baccalaureate degree or higher are not eligible to apply through another pathway.

Staff recommends that the Board authorize the Idaho Department of Education to issue one-year provisional certificates for candidates 1-17 as presented above.

BOARD ACTION

I move to authorize the Idaho Department of Education to issue emergency provisional standard instructional certificates for candidates 1-17 as presented above, effective for the 2025-2026 school year only, and pending a cleared background check.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

FOR OFFICIAL USE	Fee \$100	Date Received 8/25/25	Check # 27961	BIC Status 	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name		District/Charter Number	
Wilder School District		133	
Name of Superintendent/Charter Administrator		Name of Contact Person	
Dr. Alejandro Zamora		Michelle Carroll	
Contact Person's Email Address		Phone Number	
mcarroll@wilderschools.org		208-337-7400 ext 1401	
Mailing Address	City	State	Zip Code
419 Huff Rd	Wilder	ID	83676

Section II: Educator Information

Last Name, First Name and Full Middle Name		Date of Birth	
Mullins, Chantell Marie		11/24/1987	
Maiden Name	EDUID	Hire Date (for this position)	
Benjamin	859721382	6/12/2025	
Email Address		Phone Number	
cmullins@wilderschools.org			
Mailing Address	City	State	Zip Code
PO Box 992	Parma	ID	83660

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All Subjects K-8	8320	02002
All Subjects K-8	8320	10011
All Subjects K-8	8320	20005

FOR OFFICIAL USE	Candidate Signature 	Date of Hire 6/10	Declaration Date 6/11	College Training	SBOE Meeting Date Oct 2025
				☐ BA/BS ☐ AA ☐ # or Credits: 63	

Section IV: Emergency Explanation Verification – Recruitment Efforts

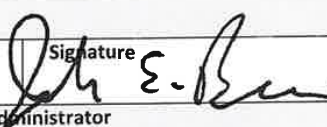
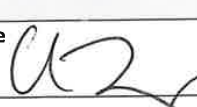
Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
6/10/2025	6/11/2025	3	2

Summary of Recruitment Efforts
The middle school teaching position was posted on May 8, 2025. Recruitment efforts resulted in a small pool of applicants, which is common given Wilder's rural location and the travel required to reach the district. Of those who applied, Chantell was the only candidate who both met the qualifications for the position and expressed a genuine interest in teaching in Wilder. Other applicants either did not fit the specific needs of the middle school or lacked the necessary rapport with students. Chantell was selected as the best candidate due to her established history in the district, her strong relationships with students and staff, and her ongoing progress toward completing her teaching degree.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Jeb Bechtel	Signature 	Date 8/17/25
Signature of District Superintendent or Charter Administrator		
Print Alejandro Zamora	Signature 	Date 8/19/25

Amended 7/31/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☐ Currently holds an associate's degree or higher
- ☒ Has at least 48 credits

Total number of credits completed: 63

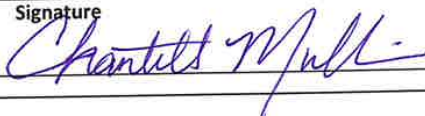
Section II: Candidate Affirmations

CM

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

CM

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
Chantell Mullins		8/19/25

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

1. Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
2. Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
3. Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
4. Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

CM

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

CM

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

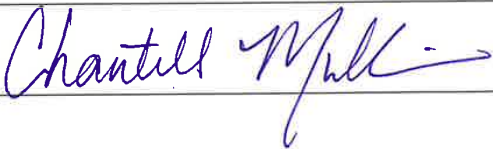
CM

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

CM

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	8/19/25

FOR OFFICIAL USE	Fee \$100	Date Received 8/25/25	Check # 1099	BIC Status ✓	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name		District/Charter Number	
Valivue School District		139	
Name of Superintendent/Charter Administrator		Name of Contact Person	
Lisa Boyd		Annie Deming	
Contact Person's Email Address		Phone Number	
robyn.deming@vallivue.org		(208) 454-0445	
Mailing Address	City	State	Zip Code
5207 Montana Ave.	Caldwell	ID	83607

Section II: Educator Information

Last Name, First Name and Full Middle Name		Date of Birth	
Barnes, Shelbi Renee		10/11/1991	
Maiden Name	EDUID	Hire Date (for this position)	
	100473650	08/06/2025	
Email Address		Phone Number	
shelbi.barnes@vallivue.org		(208) 891-3540	
Mailing Address	City	State	Zip Code
405 Midvale	Caldwell	ID	83605

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All Subjects (K-8)	7010	00051

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	☐ BA/BS ☐ AA ☐ # or Credits:	SBOE Meeting Date
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Section IV: Emergency Explanation Verification – Recruitment Efforts

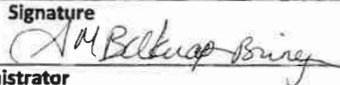
Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
08/11/2025	08/06/2025	1	1

Summary of Recruitment Efforts
The district posted the opening and could not find a viable candidate. Shelbi Barnes has been part of the Vallivue School District as a walk-on coach and said she would be interested in taking the position. She is in the process of obtaining her degree through WGU and would like to become a teacher. She has a great rapport with students and staff and will be a huge asset to our Summitvue team.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Toni Brinegar	Signature 	Date 08/20/2025
Signature of District Superintendent or Charter Administrator		
Print Lisa Boyd, Superintendent	Signature 	Date 08/20/2025

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☐ Currently holds an associate's degree or higher
- ☒ Has at least 48 credits

Total number of credits completed: 100

Section II: Candidate Affirmations

SB

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

SB

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
Shelbi Barnes	<i>Shelbi Barnes</i>	8/12/25

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

SB

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

SB

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

SB

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

SB

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	8/12/25

FOR OFFICIAL USE	Fee \$100	Date Received 8/1/25	Check # 1145	BIC Status open	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name Cassia School District		District/Charter Number 151	
Name of Superintendent/Charter Administrator Sandra Miller		Name of Contact Person Nicole Gee	
Contact Person's Email Address nleenicd@cassiaschools.org		Phone Number 208-878-6600	
Mailing Address 3050 Overland Ave. Burley ID	City Burley	State ID	Zip Code 83318

Section II: Educator Information

Last Name, First Name and Full Middle Name Gutierrez, KAMDIN, Cade		Date of Birth 4/25/1989	
Maiden Name	EDUID 845871859	Hire Date (for this position) 8/6/2025	
Email Address Kamdin.Gutierrez@gmail.com		Phone Number 208-437-9379	
Mailing Address 917 2nd St	City Rupert	State ID	Zip Code 83350

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
7010 All Subjects K-8	7010	23009 Grade 6

Amended 7/31/2025

State Board of Education – Emergency Provisional / Certification / 5

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date
				☐ BA/BS ☐ AA ☐ # or Credits:	

Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
8-6-2025	8-6-2025	4	4

Summary of Recruitment Efforts
Applicants were interviewed. No applicants were certified. Kamdin was our clear applicant of choice.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
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- ☒ Agree that the endorsement(s) requested align to the assignment(s).
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- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Ryan Cranney	Signature <i>Ryan Cranney</i>	Date 8/6/25
Signature of District Superintendent or Charter Administrator		
Print Sandra Miller	Signature <i>Sandra Miller</i>	Date 08-06-2025

Amended 7/31/2025

State Board of Education – Emergency Provisional / Certification / 6

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.



I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).



I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.



I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.



I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	8/6/25

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☒ Currently holds an associate's degree or higher
- ☐ Has at least 48 credits

Total number of credits completed: _____

Section II: Candidate Affirmations



This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.



If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print <i>Kanden Gebberetz</i>	Signature 	Date <i>8/6/25</i>

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

8/22/25 Cleared
for Cert - AS

FOR OFFICIAL USE	Fee \$100	Date Received 7/14/25	Check # 142	B/C Status need	District/Charter Signed J
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MINUTES?
1/2/25

STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name Cassia School District		District/Charter Number 151	
Name of Superintendent/Charter Administrator Sandra Miller		Name of Contact Person Nicole Gee	
Contact Person's Email Address geenicol@cassiaschools.org		Phone Number 208-878-6600	
Mailing Address 3650 Overland	City Burley	State ID	Zip Code 83318

Section II: Educator Information

Last Name, First Name and Full Middle Name Molina Maria Alejandra		Date of Birth 09/13/1973	
Maiden Name	EDUID 443587287	Hire Date (for this position) 07/02/2025	
Email Address molmaria@cassiaschools.org		Phone Number 208-918-7628	
Mailing Address 2625 Miller Ave	City Burley	State ID	Zip Code 83318

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All subjects (K-8)	7010	23007

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date
				☐ BA/BS	
				☐ AA	
				☐ # or Credits:	

Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
7/1/2025	7/2/2025	5	2

Summary of Recruitment Efforts
Job was posted on School district website. She has been a paraeducator for four years. She seems to be a great fit for the position

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Ryan Cranney	Signature 	Date 07/10/2025
Signature of District Superintendent or Charter Administrator		
Print Sandra Miller	Signature 	Date 07/10/2025

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☒ Currently holds an associate's degree or higher
- ☒ Has at least 48 credits

Total number of credits completed:

Section II: Candidate Affirmations

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print <i>Maria Alejandra Molina</i>	Signature <i>Alejandra Molina</i>	Date <i>7-2-25</i>

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

1. Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
2. Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
3. Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
4. Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

MARIA MOLINA

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	7-2-25

FOR OFFICIAL USE	Fee \$100	Date Received 7/8/15	Check # 627020	BIC Status J	District/Charter Signed ✓
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**STATE BOARD OF EDUCATION – EMERGENCY
PROVISIONAL APPLICATION**

*NEED
INITIALS*

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name <i>Cassia School District</i>		District/Charter Number <i>151</i>	
Name of Superintendent/Charter Administrator <i>Sandra Miller</i>		Name of Contact Person <i>Nicole Gee</i>	
Contact Person's Email Address <i>geenicol@cassiaschools.org</i>		Phone Number <i>208-878-6600</i>	
Mailing Address <i>3050 Overland Ave.</i>	City <i>Burley</i>	State <i>ID</i>	Zip Code <i>83318</i>

Section II: Educator Information

Last Name, First Name and Full Middle Name <i>Rodriguez, Paloma Celina</i>		Date of Birth <i>Sept. 7, 1994</i>	
Maiden Name <i>Palacios</i>	EDUID <i>100752663</i>	Hire Date (for this position) <i>07/01/2025</i>	
Email Address <i>rodpalom@cassiaschools.org</i>		Phone Number <i>208-219-4388</i>	
Mailing Address <i>540 Doggett Dr</i>	City <i>heyburn</i>	State <i>ID</i>	Zip Code <i>83336</i>

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
<i>English as a Second Language</i>	<i>7126</i>	<i>01008</i>

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date
				☐ BA/BS	
				☐ AA	
				☐ # or Credits:	

Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
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will be 7/21/2025 - 07/01/2025

3

3

Summary of Recruitment Efforts

Job was posted on the district website and K12jobspot.com. All three applicants were interviewed. Paloma has experience as an English as a second language para. She is already enrolled in a program at WGU. She is the best applicant for this position.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Ryan Cranney	Signature <i>Ryan Cranney</i>	Date 07/02/2025
Signature of District Superintendent or Charter Administrator		
Print Sandra Miller	Signature <i>Sandra Miller</i>	Date 07/02/2025

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☒ Currently holds an associate's degree or higher
☐ Has at least 48 credits

Total number of credits completed:

Section II: Candidate Affirmations

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print <u>Paloma Rodriguez</u>	Signature <u>Paloma Rodriguez</u>	Date <u>7/2/25</u>

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

PALOMA PALACIOS

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	7-2-25

FOR OFFICIAL USE	Fee \$100	Date Received 8/1/19	Check # 22-100785710	BIC Status ✓	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name Cassia School District		District/Charter Number 151	
Name of Superintendent/Charter Administrator Sandra Miller		Name of Contact Person Nicole Gee	
Contact Person's Email Address necol@CassiaSchools.org		Phone Number (208) 878-6600	
Mailing Address 3650 Overland	City Burley	State ID	Zip Code 83318

Section II: Educator Information

Last Name, First Name and Full Middle Name Serrano, Rosario, Alexis		Date of Birth 10/09/97	
Maiden Name	EDUID	Hire Date (for this position) 8/6/25	
Email Address rozieSerrano@gmail.com		Phone Number 208-312-6610	
Mailing Address 1944 17th St	City Heyburn	State ID	Zip Code 83336

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All Subjects K8	7010	23006

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date
				☐ BA/BS ☐ AA ☐ # or Credits:	

Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
8/6/2025	8/7/2025	6	6

Summary of Recruitment Efforts
Rosario interviewed along with 6 other candidates. No candidates were certified. Rosario was chosen using a rubric and because her personality & demeanor fit well with our school.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Ryan Cranney	Signature <i>Ryan Cranney</i>	Date 8/11/25
Signature of District Superintendent or Charter Administrator		
Print Sandra Miller	Signature <i>Sandra Miller</i>	Date 08-11-2025

Amended 7/31/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☒ Currently holds an associate's degree or higher
- ☐ Has at least 48 credits

Total number of credits completed: _____

Section II: Candidate Affirmations

LAS This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

LAS If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
Rosario Serrano	<i>Rosario Serrano</i>	8/7/25

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

PAS

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

PAS

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

PAS

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

PAS

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	8/7/25

FOR OFFICIAL USE	Fee \$100	Date Received 8/7/25	Check # 3521	BIC Status open	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name Cassia School District		District/Charter Number 151	
Name of Superintendent/Charter Administrator Sandra Miller		Name of Contact Person Nicole Gee	
Contact Person's Email Address leenicole@cassiaschools.org		Phone Number 208-878-6600 Ext 117	
Mailing Address 3650 Overland Ave	City Burley	State ID	Zip Code 83318

Section II: Educator Information

Last Name, First Name and Full Middle Name Smith, Lisa Ann		Date of Birth 7/25/1979	
Maiden Name Van Tassell	EDUID 546831348	Hire Date (for this position) 8-4-2025	
Email Address smilisa@cassiaschools.org		Phone Number 208-312-3475	
Mailing Address PO Box 39	City Oakley	State ID	Zip Code 83346

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All subjects K-8	7010	51001

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date
				☐ BA/BS	
				☐ AA	
				☐ # or Credits:	

Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
07/01/2025	8/4/2025	4	4

Summary of Recruitment Efforts

Candidates that were interviewed lacked experience & credentials. Recruitment efforts were provided to the IASA, ISU job board, BYU-I job board, and CCSO website.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Ryan Cranney	Signature <i>Ryan Cranney</i>	Date 8/5/2025
Signature of District Superintendent or Charter Administrator		
Print Sandra Miller	Signature <i>Sandra Miller</i>	Date 8-5-2025

Amended 7/31/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☒ Currently holds an associate's degree or higher
☒ Has at least 48 credits

Total number of credits completed: _____

Section II: Candidate Affirmations

SS This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

SS If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
Lisa Smith	Lisa Smith	8-4-25

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

JS I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

JS I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

JS I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

JS I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
<u>Lara Smith</u>	<u>8-4-25</u>

FOR OFFICIAL USE	Fee \$100	Date Received 8/2/25	Check # 35143	BIC Status J	District/Charter Signed /
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STATE BOARD OF EDUCATION – EMERGENCY ^{2nd} PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name Wendell School District		District/Charter Number 232	
Name of Superintendent/Charter Administrator Ryan Bowman		Name of Contact Person Ryan Bowman	
Contact Person's Email Address rbowman@wendellschools.org		Phone Number 208-536-2418	
Mailing Address PO Box 300	City Wendell	State ID	Zip Code 83316

Section II: Educator Information

Last Name, First Name and Full Middle Name Morillo-Villasenor, Angela Sarahi		Date of Birth 01/27/01	
Maiden Name	EDUID 103027900	Hire Date (for this position) 6/16/2025	
Email Address avillasenor@wendellschools.org		Phone Number 208-961-1916	
Mailing Address 245 6 th Ave. W	City Wendell	State ID	Zip Code 83355

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
World Language - Spanish (6-12)	7720	00029

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date
				☐ BA/BS ☐ AA ☐ # or Credits:	

Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
JUNE 17, 2025	JUNE 17, 2025	0	0

Summary of Recruitment Efforts
We opened the position for a second straight year but received no applications. Board declared another emergency for second year and hired Angela Murillo-Villaseñor. Her letter explaining her struggles this past year is included. We have made it clear that if an Emergency Authorization is granted, we would be able to go past this year without her completing her BA.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print <i>Tessa Yon</i>	Signature <i>Tessa Yon</i>	Date <i>8/20/2025</i>
Signature of District Superintendent or Charter Administrator		
Print <i>Ryan Bowman</i>	Signature <i>Ryan Bowman</i>	Date <i>8/20/2025</i>

Amended 7/31/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

☒ Currently holds an associate's degree or higher

☒ Has at least 48 credits

Total number of credits completed: _____

Section II: Candidate Affirmations

AM

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

Am

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
Angela Sarahi Murillo V.		8-19-25

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

1. Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
2. Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
3. Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
4. Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

Am

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

Am

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

Am

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

Am

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	8/19/25

FOR OFFICIAL USE	Fee \$100	Date Received 9/22/25	Check # 110299	BIC Status /	District/Charter Signed /
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

INITIALS
SEC IV

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name Jerome School Dist.		District/Charter Number # 261	
Name of Superintendent/Charter Administrator Brent Johnson		Name of Contact Person Gina Cakebread	
Contact Person's Email Address gina.cakebread@jeromeschools.org		Phone Number 208) 324.2392 x 1040	
Mailing Address 125 4th Ave W.	City Jerome	State ID	Zip Code 83338

Section II: Educator Information

Last Name, First Name and Full Middle Name Gaver, Melissa Ann		Date of Birth 10/15/1980	
Maiden Name	EDUID 776769295	Hire Date (for this position) 7/22/2025	
Email Address melissa.gaver@jeromeschools.org		Phone Number 208) 320-7189	
Mailing Address 803 E Ave H	City Jerome	State ID	Zip Code 83338

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
Social studies 6-12	7200	04151

MELISSA GAVER

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	☐ College Training ☐ BA/BS ☐ AA ☐ # or Credits:	SBOE Meeting Date
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*** Section IV: Emergency Explanation Verification – Recruitment Efforts**

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
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July 22, 2025	July 30 2025	0	0
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Summary of Recruitment Efforts
Had position posted on 3 application platforms as well as Indeed, our website School Spring. We currently still have the position open on our website and School Spring (applicant tracking in hope of finding a more qualified person however with so many open positions we had to prepare to cover the classrooms to the best of our ability. We posted on social media, local businesses and in our community bulletin boards. We sent to staff to career fairs and colleges 3 platforms - Red Rover - Fast Track - School Spring

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print	Signature	Date
Staci Leavitt	Staci Leavitt	8/15/2025
Signature of District Superintendent or Charter Administrator		
Print	Signature	Date
Brent Johnson	[Signature]	8/15/2025

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☒ Currently holds an associate's degree or higher
☒ Has at least 48 credits

Total number of credits completed:

Section II: Candidate Affirmations

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
Melissa Gaver		8-15-25

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

MELISSA GAVER

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

MG I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

MG I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

MG I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

MG I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
<u>MG</u>	8-15-25

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 8

FOR OFFICIAL USE	Fee \$100	Date Received 9/25	Check # 110296	BIC Status ✓	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY ^{2nd} PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

*INITIALS
SEC W*

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name Jerome School Dist		District/Charter Number #261	
Name of Superintendent/Charter Administrator Brent Johnson		Name of Contact Person Gina Cakebread	
Contact Person's Email Address gina.cakebread		Phone Number (208) 324-2392 x 1040	
Mailing Address 125 4th Ave W	City Jerome	State ID	Zip Code 83338

Section II: Educator Information

Last Name, First Name and Full Middle Name Peralta Francisca Analco		Date of Birth 10/02/1983	
Maiden Name	EDUID 442359375	Hire Date (for this position) 7/22/2025	
Email Address francisca.peralta@jeromeschools.org		Phone Number (208) 316-5802	
Mailing Address 938 Lynx Drive	City Jerome	State ID	Zip Code 83338

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual		
Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All subjects K-8	7010	23005

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 5

FRANCISCA PERALTA

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training ☐ BA/BS ☐ AA ☐ # or Credits:	SBOE Meeting Date
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*** Section IV: Emergency Explanation Verification – Recruitment Efforts**

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
July 22 2025	July 22, 2025	1	1

Summary of Recruitment Efforts
Career Fairs, Job Board, Indeed, SchoolSpring, our website, social media. Businesses posted on their signage for us.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Staci Leavitt	Signature <i>Staci Leavitt</i>	Date 8/25/25
Signature of District Superintendent or Charter Administrator		
Print Brent Johnson	Signature <i>Brent Johnson</i>	Date 8/25/25

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☐ Currently holds an associate's degree or higher
- ☐ Has at least 48 credits

Total number of credits completed:

Section II: Candidate Affirmations

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
Francisca Peralta	Francisca Peralta	8/25/25

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

FRANCISCA PERALTA

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

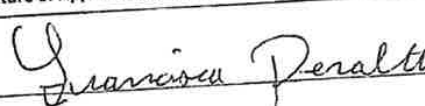
FP I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

FP I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

FP I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

FP I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	8/25/25

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 8

FOR OFFICIAL USE	Fee \$100	Date Received 9/22/25	Check # 110223	BIC Status ✓	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

*INITIALS
SEC IV*

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name Jerome School Dist		District/Charter Number #261	
Name of Superintendent/Charter Administrator Brent Johnson		Name of Contact Person Gina Cakebread	
Contact Person's Email Address gina.cakebread@jeromeschools.org		Phone Number (208) 324-2392 x 1040	
Mailing Address 125 4th Ave W	City Jerome	State ID	Zip Code 83338

Section II: Educator Information

Last Name, First Name and Full Middle Name Raney London Eliana		Date of Birth 08/27/2004	
Maiden Name Stoker	EDUID 103272438	Hire Date (for this position) 7/22/2025	
Email Address London.Raney@jeromeschools.org		Phone Number (208) 595-0971	
Mailing Address 208 N 100 N	City Jerome	State ID	Zip Code 83338

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All subjects K-8	7010	23006

LONDON RANEY

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training ☐ BA/BS ☐ AA ☐ # or Credits:	SBOE Meeting Date
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*** Section IV: Emergency Explanation Verification – Recruitment Efforts**

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
July 22 2025	7/22/25	1	1

Summary of Recruitment Efforts
All positions were posted for months and still are on website, job boards, career fairs, College hiring events. Posted on community bulletin board, social media, with so many open positions we had to start planning for the start of the year.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print	Signature	Date
Staci Leavitt	Staci Leavitt	8/15/2025
Signature of District Superintendent or Charter Administrator		
Print	Signature	Date
Brent Johnson	[Signature]	8/15/2025

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 6

LONDON RANEY

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature
Read and initial the statements below.

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).



I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.



I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.



I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.



Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	Aug 15, 2025

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

- ☒ Currently holds an associate's degree or higher
☒ Has at least 48 credits

Total number of credits completed:

Section II: Candidate Affirmations

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
London Raney	<i>London Raney</i>	Aug. 15, 2025

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

LONDON RANEY

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	Aug 15, 2025

FOR OFFICIAL USE	Fee \$100	Date Received 8/28/25	Check # 46515	BIC Status w/aff	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name		District/Charter Number	
Richfield School District		316	
Name of Superintendent/Charter Administrator		Name of Contact Person	
Mike Smith		Mike Smith	
Contact Person's Email Address		Phone Number	
mikesmith@richfieldsd.org		208-487-2241	
Mailing Address	City	State	Zip Code
555 North Tiger Drive	Richfield	ID	83349

Section II: Educator Information

Last Name, First Name and Full Middle Name		Date of Birth	
Koyle, Heidi, Nicole		03/05/1993	
Maiden Name	EDUID	Hire Date (for this position)	
Buckner	102820464	8-1-2025	
Email Address		Phone Number	
heidkoyl@richfieldsd.org		208-359-2085	
Mailing Address	City	State	Zip Code
573 Marley Rd.	Richfield	ID	83349

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All Subjects (K-8)	7010	23003

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date
		8/1/25	8/1/25	☐ BA/BS ☐ AA ☐ # or Credits: 60	Oct 2025

Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
August 1, 2025	August 1, 2025	3	3

Summary of Recruitment Efforts
We listed an open Elementary teaching position on our school website and the State School Board Website as well as one other online service in early June 2025. We had only one credentialed applicant to interview and offered her the position but she chose to accept a position in another school district.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Amber Riley Moore	Signature 	Date 8-20-25
Signature of District Superintendent or Charter Administrator		
Print Mike Smith	Signature 	Date 8-20-2025

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

☐ Currently holds an associate's degree or higher

☒ Has at least 48 credits

Total number of credits completed: 60

Section II: Candidate Affirmations

HK This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

HK If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print <u>Heidi Koyle</u>	Signature <u>Heidi Koyle</u>	Date <u>08/07/25</u>

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

1. Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
2. Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
3. Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
4. Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

HK

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

HK

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

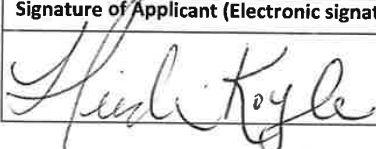
HK

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

HK

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	08/07/25

FOR OFFICIAL USE	Fee \$100	Date Received 9/17/25	Check # 10205	BIC Status w/ JAP	District/Charter Signed J
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name		District/Charter Number	
Avery School Distirct		394	
Name of Superintendent/Charter Administrator		Name of Contact Person	
Megan Sindt		Megan Sindt	
Contact Person's Email Address		Phone Number	
Msindt@calderidaho.org		(208)245-2479	
Mailing Address	City	State	Zip Code
PO Box 7	Avery	Idaho	83802

Section II: Educator Information

Last Name, First Name and Full Middle Name		Date of Birth	
Duran, Lyssa Marie		07/31/2001	
Maiden Name	EDUID	Hire Date (for this position)	
		8/11/2025	
Email Address		Phone Number	
Lduran@calderidaho.org		714-643-0383	
Mailing Address	City	State	Zip Code
30748 St. Joe River Rd.	Calder	Idaho	83808

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
Elementary	00005	

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training BA/BS AA # or Credits:	SBOE Meeting Date
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Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
8/11/2025	8/11/2025	1	1

Summary of Recruitment Efforts

The Avery School District received more K-8 enrollments than we expected for the 2025-26 school year. With that, the School Board realized that finding a qualified individual in our very rural area would be difficult. Furthermore, with no available housing in the area, bringing a new staff member into Calder is impossible. The Board agreed that Ms. Duran is the best fit for this position. She has worked in the District for 3 years. She's served on the District's Leadership team, and she is working toward her certification.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print <i>Christen Harpold</i>	Signature <i>Christen Harpold</i>	Date <i>8/18/25</i>
Signature of District Superintendent or Charter Administrator		
Print <i>Megan Sindt</i>	Signature <i>Megan Sindt</i>	Date <i>8/18/25</i>

Amended 7/31/2025

State Board of Education – Emergency Provisional / Certification / 6

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

☒ Currently holds an associate's degree or higher

☒ Has at least 48 credits

Total number of credits completed: 128

Section II: Candidate Affirmations

LD This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

LD If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		Date
Print	Signature	
Lyssa Duran	<i>Lyssa</i>	8/11/25

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

LD _____ I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

LD _____ I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

LD _____ I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

LD _____ I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	8/11/25

FOR OFFICIAL USE	Fee \$105	Date Received \$1525	Check # 89	BIC Status ✓	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

MINUTES?

District/Charter Name		District/Charter Number	
Twin Falls School District		411	
Name of Superintendent/Charter Administrator		Name of Contact Person	
Brady Dickinson		Shannon Swafford	
Contact Person's Email Address		Phone Number	
swaffordsh@tfsd.org		208-733-6900	
Mailing Address	City	State	Zip Code
201 Main Ave W	Twin Falls	ID	83301

Section II: Educator Information

Last Name, First Name and Full Middle Name		Date of Birth	
Hodges, Jackson Robert		05/18/2002	
Maiden Name	EDUID	Hire Date (for this position)	
	823428587	8/11/2025	
Email Address		Phone Number	
HODGES.JACKSON@GMAIL.COM		541-539-7610	
Mailing Address	City	State	Zip Code
898 WENDELL ST	Twin Falls	ID	83301

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All Subjects K-8	7010	23004

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training ☐ BA/BS ☐ AA ☐ # or Credits:	SBOE Meeting Date
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Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
08/01/2025	08/01/2025	21	9

Summary of Recruitment Efforts
At this time, the Twin Falls School District has hired 22 elementary school teachers but continues to experience vacancies that we have been unable to fill with certified or otherwise qualified candidates. Therefore, we respectfully request that an Emergency Provisional License be issued to the applicant named above.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☐ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☐ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☐ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☐ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☐ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☐ Agree that the endorsement(s) requested align to the assignment(s).
- ☐ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☐ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☐ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Eric Smallwood	Signature 	Date 08/11/2025
Signature of District Superintendent or Charter Administrator		
Print Dr Brady Dickinson	Signature 	Date 8/11/2025

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

☐ Currently holds an associate's degree or higher

☒ Has at least 48 credits

Total number of credits completed: 58.34

Section II: Candidate Affirmations

JH

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

JH

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
SACKSON HODGES	<i>Jackson Hodges</i>	08/04/2025

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

JH I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

JH I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

JH I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

JH I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	08/04/2025

FOR OFFICIAL USE	Fee \$100	Date Received 8/15/25	Check # 478	BIC Status /	District/Charter Signed /
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

minutes?

District/Charter Name		District/Charter Number	
Twin Falls School District		411	
Name of Superintendent/Charter Administrator		Name of Contact Person	
Brady Dickinson		Shannon Swafford	
Contact Person's Email Address		Phone Number	
swaffordsh@tfdsd.org		208-733-6900	
Mailing Address	City	State	Zip Code
201 Main Ave W	Twin Falls	ID	83301

Section II: Educator Information

Last Name, First Name and Full Middle Name		Date of Birth	
Lopez, Katherine Elizabeth		02/07/1996	
Maiden Name	EDUID	Hire Date (for this position)	
	333734834	08/11/2025	
Email Address		Phone Number	
KATI.LOPEZ2307@GMAIL.COM		325-226-3123	
Mailing Address	City	State	Zip Code
1135 LATITUDE CIR APT B102	Twin Falls	ID	83301

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual

Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All Subjects K-8	7010	23005

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training ☐ BA/BS ☐ AA ☐ # or Credits:	SBOE Meeting Date
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Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
08/01/2025	08/01/2025	16	6

Summary of Recruitment Efforts
At this time, the Twin Falls School District has hired 23 elementary school teachers but continues to experience vacancies that we have been unable to fill with certified or otherwise qualified candidates. Therefore, we respectfully request that an Emergency Provisional License be issued to the applicant named above.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☐ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☐ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☐ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☐ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☐ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☐ Agree that the endorsement(s) requested align to the assignment(s).
- ☐ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☐ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☐ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print Eric Smallwood	Signature 	Date 08/11/2025
Signature of District Superintendent or Charter Administrator		
Print Dr Brady Dickinson	Signature 	Date 8/11/2025

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

☐ Currently holds an associate's degree or higher

☒ Has at least 48 credits

Total number of credits completed: 55 credits

Section II: Candidate Affirmations

KL

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

KL

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print	Signature	Date
Katherine Lopez	<u>Katherine Lopez</u>	08/04/2025

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

- Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
- Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
- Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
- Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

 I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

 I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

 I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

 I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
	08-04-2025

FOR OFFICIAL USE ONLY	Fee	Date Paid	Check #	PIC Status	Dist/Charter Signature
	\$100	7/14/25	14855	need	OK
Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date	
OK	6/20/25	6/19/25	☐ BA/BS ☐ AA# credits 28	AUG 2025	

**STATE BOARD OF EDUCATION – EMERGENCY
PROVISIONAL APPLICATION**

DISTRICT/CHARTER AND CANDIDATE APPLICATION FORM
2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SCHOOL SECTION – Must be completed by district/charter school.	
Section I: District/Charter School Information	
District/Charter Name Kimberly School District	District/Charter # 414
Name of District Superintendent/Charter Administrator Luke Schroeder	Name of Contact Person Matt Schvaneveldt
Email Address mschvaneveldt@kimberly.edu	Phone # 208-423-4170 ex. 3325
Mailing Address 141 Center Street West	City, State, Zip Code Kimberly, ID 83341
Section II: Candidate Demographic Information	
Last Name, First Name and Full Middle Name Maxwell, Tja Nicole	Birth Date 06/13/1994
Maiden/Another Name Gore	EDUID 349592476
Email Address tmaxwell@kimberly.edu	Phone # 208-329-9417
Mailing Address 3060 N. 3350 E.	City, State, Zip Code Kimberly, ID 83341
Section III: Standard Instructional Certificate and Endorsement code(s) requested (See endorsement tab 2024-2025 SDE Assignment Credential Manual)	
Endorsement # 7010	Endorsement Title All Subjects (k-8)
Endorsement #	Endorsement Title
Section IV: ISEE assignment code(s) and title(s) the candidate will be assigned (See endorsement tab 2024-2025 SDE Assignment Credential Manual)	
Assignment # 23007	Assignment Title Grade 4
Assignment #	Assignment Title

DISTRICT/CHARTER SCHOOL SECTION- Continued

Section V: Emergency Explanation Verification

Applications received after January 1 of the school year must be due to the school district/charter school losing a staff member after January 1 of the school year.

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
June 19, 2025	June 20, 2025	1	1

Indicate Summary of Recruitment Efforts

- Job posting listed on website and social media
- Job fair for Magic Valley school districts

Section VII: District/Charter and School Board Attestations – PLEASE READ AND SIGN

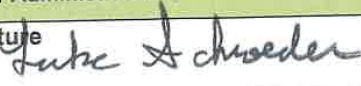
We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson

Print Curtis Giles	Signature 	Date 6/20/2025
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Signature of District Superintendent or Charter Administrator

Print Luke Schroeder	Signature 	Date 6/20/2025
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CANDIDATE SECTION- *Must be completed and signed by candidate.*

Section I: College Training

Do you have an associate degree or higher?

☐ Yes – attach transcripts showing the degree.

☒ No – attach transcripts showing completion of a minimum of 48 semester credits.

Total number of college credits earned: 128

Section II: Candidate Affirmations (please initial and sign)

I, the undersigned understand:

☒ This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

☒ If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate

Print

Tja Maxwell

Signature

Tja Maxwell

Date

6/20/2025

Licensing History

You must answer "yes" to each question that applies to you, even if you have already answered "yes on a previous application.

IMPORTANT: Discrepancies in this section will result in denial of educator license/certificate.

1. Have you ever had an educator or teacher license/certificate denied by any professional licensing authority?

2. Have you ever had disciplinary action taken against a professional license/certificate?
Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.

3. Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?

4. Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?

☐ Yes ☒ No

☐ Yes ☒ No

☐ Yes ☒ No

☐ Yes ☒ No

ALL APPLICANTS ANSWERING YES: Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

CANDIDATE SECTION CONTINUED - Continued

Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** - To expedite your application, include a detailed written explanation and court records of each felony conviction.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

- **Misdemeanors** - There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Attestations and Signature

Read and initial the statements below

☒ I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/psc/ethics.html>).

☒ I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

☒ I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

☒ I understand that it is my responsibility to keep my mailing address updated with the State Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

FAILURE TO INITIAL AND SIGN WILL RESULT IN AN INCOMPLETE APPLICATION AND THE APPLICATION WILL NOT BE PROCESSED.

Signature of Candidate

Print

Tja Maxwell

Signature

Tja Maxwell

Date

6/25/2025

FOR OFFICIAL USE	Fee \$100	Date Received 8/1/25	Check # 3073	BIC Status DK w/ off	District/Charter Signed ✓
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STATE BOARD OF EDUCATION – EMERGENCY PROVISIONAL APPLICATION

2025-2026 SCHOOL YEAR

DISTRICT/CHARTER SECTION

Section I: District/Charter School Information

District/Charter Name		District/Charter Number	
Richard Mckenna Charter School		453	
Name of Superintendent/Charter Administrator		Name of Contact Person	
Dennis Wilson		Samantha Trombly	
Contact Person's Email Address		Phone Number	
strombly@rmckenna.org		208-580-2347	
Mailing Address	City	State	Zip Code
1305 E 8th N	Mountain Home	ID	83647

Section II: Educator Information

Last Name, First Name and Full Middle Name		Date of Birth	
Sayer, Heather Anne		03/25/1981	
Maiden Name	EDUID	Hire Date (for this position)	
Parkin	439597676	08/04/2025	
Email Address		Phone Number	
hsayer@rmckenna.org		208-918-7230	
Mailing Address	City	State	Zip Code
1510 Centennial Dr	Mountain Home	ID	83647

Section III: Requested Standard Instructional Endorsement and Assignment

2025-2026 SDE Assignment Credential Manual		
Endorsement Name(s)	Endorsement Number(s)	Assignment Number
All Subjects (K-8)	7010	23003, 23004

FOR OFFICIAL USE	Candidate Signature	Date of Hire	Declaration Date	College Training	SBOE Meeting Date
				☐ BA/BS ☐ AA ☐ # or Credits:	

Section IV: Emergency Explanation Verification – Recruitment Efforts

Declaration Date of Emergency	Date Hired	Applicants Received	Applicants Interviewed
07/21/2025	08/04/2025	0	0

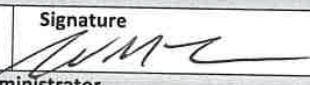
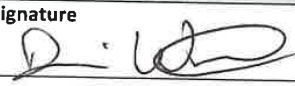
Summary of Recruitment Efforts

The position was posted since May 2025 with no applicants for this position. Heather was the assistant in that classroom for the last 3 years. She has been with Richard McKenna Montessori for nine years. She is in the process of completing her Bachelors Degree, with an anticipated graduation date of May 2026.

Section V: District/Charter and School Board Attestations – Please Read

We, the undersigned:

- ☒ The Board of Trustees declared an emergency exists in our district/charter for the position and recorded this declaration in the current school year official board minutes, which is included in this packet.
- ☒ Are aware the emergency provisional is a one (1) year non-renewable certificate.
- ☒ Confirmed the candidate holds an associate degree or higher or has at least two (2) years of college training from an accredited college or university (48 semester credits).
- ☒ Have ensured the candidate is not eligible for certification via other available pathways, including but not limited to alternative Authorizations or interim certification.
- ☒ Are aware this application may not be used for any special education, Administrators, Pupil Service Staff and/or CTE endorsement(s)/certificate(s).
- ☒ Agree that the endorsement(s) requested align to the assignment(s).
- ☒ Have ensured all the required documents are contained in this application packet and understand that only complete application packets will be reviewed by the State Board of Education for approval.
- ☒ Are aware if applying after January 1, it is due to losing a staff member after January 1 of the current school year.
- ☒ Are aware that an incomplete packet may result in a reduction of district/charter funding and is in violation of Idaho Code §33-1201.

Signature of School Board Chairperson		
Print William Lamb	Signature 	Date 7-22-25
Signature of District Superintendent or Charter Administrator		
Print Dennis Wilson	Signature 	Date 7/22/25

Amended 5/28/2025

State Board of Education – Emergency Provisional / Certification / 6

HEATHER SAYER

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).



I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.



I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.



I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
Heather Sayer	7/22/2025

HEATHER SAYER

Section IV: Legal History

As part of the application process, the Idaho Department of Education may conduct a background investigation check, which involves a review of criminal history such as arrests and misdemeanor or felony convictions.

Note: If you have provided these documents with a previous application, you do not need to re-submit them.

By signing this application, I acknowledge that I may be required to provide additional information, such as court records.

- **Felonies** – To expedite your application, include a detailed written explanation and court records for each conviction.
- **Misdemeanors** – There is no need to submit documentation with your application for misdemeanor arrest and/or convictions. We will contact you if we need any information.

IMPORTANT: Failure to respond to a request for information will result in your application not being approved.

Section IV: Attestations and Signature

Read and initial the statements below.

I attest and affirm that I have read the Code of Ethics for Idaho Professional Educators (for a copy, go to <https://www.sde.idaho.gov/cert-psc/shared/ethics/code-of-ethics-for-professional-educators.pdf>).

I attest and affirm that all statements made by me on this application are true and correct to the best of my knowledge.

I understand that it is a violation of the Code of Ethics for Idaho Professional Educators to make any false statement(s) on this application or required documents. Disciplinary action, which may include revocation, suspension, denial, letter of reprimand, or conditions, may be imposed under Section 33-1208, Idaho Code.

I understand that it is my responsibility to keep my mailing address updated with the Idaho Department of Education at all times. Failure to do so may result in not receiving legal/licensing documents related to my credential.

Failure to initial and sign will result in an incomplete application and the application will not be processed.

Signature of Applicant (Electronic signatures will not be accepted)	Date
Heather Sayer	7/22/2025

CANDIDATE SECTION

Section I: College Training

Must include official transcripts verifying degree or the completion of 48 credits

☒ Currently holds an associate's degree or higher

☐ Has at least 48 credits

Total number of credits completed:

Section II: Candidate Affirmations

This one (1) year emergency provisional is non-renewable and does not lead to a valid educator certificate in Idaho.

If I were to leave the Idaho district/charter while holding the Emergency Provisional, I must notify the new hiring Idaho school to request a letter to be sent to the Certification and Professional Standards Department attesting to monitoring my progress for the duration of the one (1) year Emergency Provisional.

Signature of Candidate		
Print Heather Sayer	Signature <i>Heather Sayer</i>	Date <i>7/22/2025</i>

Section III: Licensing History

You must answer "yes" to each question that applies to you, even if you have answered "yes" on a previous application.

IMPORTANT: Discrepancies in this section will result in a denial of an educator credential.

1. Have you ever had an educator or teacher license/certificate application denied by any professional licensing authority?
☐ Yes ☒ No
2. Have you ever had disciplinary action taken against a professional license/certificate? Disciplinary action on a license/certificate includes revocation, suspension, probation, letters of reprimand, or conditions imposed by a professional licensing authority.
☐ Yes ☒ No
3. Have you ever voluntarily surrendered a professional license/certificate to avoid disciplinary proceedings by a professional licensing authority?
☐ Yes ☒ No
4. Are there pending disciplinary proceedings or investigations against your license/certificate by a professional licensing authority?
☐ Yes ☒ No

All applicants answering yes – Include a detailed written explanation for each question marked yes. You do not need to re-submit a written explanation if you have previously provided one.

CONSENT
OCTOBER 15-16, 2025

SUBJECT

Career Technical Education Appointment to the Professional Standards Commission

APPLICABLE STATUTE, RULE, OR POLICY

Section 33-1252, Idaho Code

BACKGROUND/DISCUSSION

Section 33-1252, Idaho Code, sets forth criteria for membership on the Professional Standards Commission (PSC). The Commission consists of eighteen (18) members, including one (1) from the Department of Education (Department) and one (1) from the Division of Career Technical Education. The remaining members shall be representative of the teaching profession of the state of Idaho, and not less than seven (7) members shall be certificated classroom teachers in the public school system and shall include at least one (1) teacher of exceptional children and at least one (1) in pupil personnel services.

The Idaho Division of Career Technical Education has requested that Katie Shoup, Chief Educator Officer, replace Kristi Enger, Director of Educator Certification, as the Career Technical Education representative on the PSC, effective immediately through June 30, 2028. Katie Shoup began serving as the Chief Educator Officer at the Division of Career Technical Education as of August 18, 2025.

IMPACT

The PSC makes recommendations to the State Board of Education and renders decisions that provide Idaho with competent, qualified, ethical educators dedicated to rigorous standards, student achievement, and improved professional practice.

ATTACHMENTS

Attachment 1 – Current PSC Member Roster

STAFF COMMENTS AND RECOMMENDATIONS

Board staff recommends approval.

BOARD ACTION

I move to appoint Katie Shoup, Chief Educator Officer, to the Professional Standards Commission for a three-year term, replacing Kristi Enger, Director of Educator Certification, effective immediately for a term ending June 30, 2028, representing the Idaho Division of Career Technical Education.

Moved by _____ Seconded by _____ Carried Yes _____ No _____



Idaho Professional
Standards Commission

2025-2026 Member Roster

Angela Gillman, Chair

Classroom Teacher
Idaho Falls School District #091
Term 7/1/24 – 6/30/27

Kristi Enger, Educator Certification Director
Idaho Career Technical Education
Term 7/1/24 – 6/30/27

Erika Estes, Classroom Teacher
Weiser School District #431
Term 7/1/24 – 6/30/27

Melyssa Ferro, Classroom Teacher
Caldwell School District #132
Term 7/1/25 – 6/30/28

Melissa Green, Private Teacher Education
Brigham Young University
Term 7/1/24 – 6/30/27

Ramona Lee, Special Education Administrator
West Ada School District #002
Term 7/1/23 – 6/30/26

Katie Mathias, Public Teacher Education
Boise State University
Term 7/1/23 – 6/30/26

Amy McBride, Secondary Principal
Twin Falls School District #411
Term 7/1/25 – 6/30/28

MeLissa Rose, Vice Chair

Pupil Service Staff
Lakeland School District #272
Term 7/1/25 – 6/30/28

Jason Moss, School Superintendent
Grace School District #148
Term 7/1/25 – 6/30/28

Jamee Nixon, College of Letters and Sciences
Northwest Nazarene University
Term 7/1/25 – 6/30/28

Matthew Pollard, Classroom Teacher
Moscow School District #281
Term 7/1/25 – 6/30/28

Karen Pyron, School Board Member
Butte County School District #111
Term 7/1/24 – 6/30/27

Royal Toy, Public Teacher Education
Lewis-Clark State College
Term 7/1/25 – 6/30/28

Jonelle Warnock, Classroom Teacher
Boise School District #001
Term 7/1/23 – 6/30/26

Vacant, Elementary Principal

Vacant, State Department of Education

Vacant, Teacher of Exceptional Children

CONSENT
OCTOBER 15-16, 2025

SUBJECT

Proposed Adoption of the World-Class Instructional Design Assessment (WIDA Consortium) – Alternate Assessment Achievement Level Standards

REFERENCE

August 2021	Board approved Proposed Rule Docket 08-0203-2101 to update the incorporated by reference document from the 2012 WIDA English Language Development Standard to the 2020 WIDA English Language Development Standards in IDAPA 08.02.03.004.02.
November 2022	Board approved Pending Rule Docket 08-0203-2201 to move the Idaho English Language Proficiency Assessment (ELPA) Achievement Standards from IDAPA 08.02.03.004.03 to 08.02.03.111.08.
October 2024	Board adopted the WIDA Alternate ACCESS Achievement Level Standards as part of the Idaho English Language Proficiency Assessment Achievement Standards

APPLICABLE STATUTE, RULE, OR POLICY

IDAPA 08.02.03.111.08

BACKGROUND/DISCUSSION

Since Idaho became a member of the World-Class Instructional Design Assessment (WIDA) Consortium (Consortium) in 2015, the state has utilized the WIDA suite of assessments to evaluate the English language proficiency of English learners (ELs). In 2016, Idaho adopted and introduced a large-print, paper-based alternate assessment (WIDA Alternate ACCESS) to ELs with the most significant cognitive disabilities in grades K-12 to assess their English language proficiency.

The Consortium developed new alternate English language achievement level standards with five proficiency levels and corresponding descriptors: PL1-Entering, PL2-Emerging, PL3-Developing, PL4-Expanding, and PL5-Bridging. These levels delineate the expected outcomes for ELs with significant cognitive disabilities in terms of their ability to produce and interpret language across Discourse and Word/Phrase dimensions.

The Board adopted the WIDA alternate ACCESS achievement level standards as part of the Idaho English Language Proficiency Assessment achievement standards in October 2024.

In August 2025, the Idaho Department of Education discovered an error in the WIDA alternate ACCESS achievement level descriptors in the Comprehension domain.

IMPACT

The WIDA Alternate ACCESS achievement level descriptors for the Comprehension domain are not part of the exit criteria and are not reported to the public. The discrepancies in the cut scores affected 20 students in 2024 and their scores stored in the state database. The individual reports produced by WIDA and accessed by districts and parents were not affected. The proposed changes minimally affect the local education agencies.

ATTACHMENTS

Attachment 1 – Revised WIDA Alternate Achievement Level Standards

BOARD STAFF COMMENTS AND RECOMMENDATIONS

Board staff recommends approval.

BOARD ACTION

I move to approve the revision to the Idaho English Language Proficiency Assessment Achievement Standards.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

WIDA Alternate ACCESS Achievement Level Standards					
Grade	WIDA Alternate ACCESS Listening Cut Scores				
	PL 1	PL2	PL3	PL4	PL5
	Entering	Emerging	Developing	Expanding	Bridging
K	900-936	937-942	943-948	949-958	959-980
1	900-936	937-942	943-948	949-958	959-980
2	900-936	937-942	943-948	949-958	959-980
3	900-939	940-947	948-953	954-960	961-980
4	900-939	940-947	948-953	954-960	961-980
5	900-939	940-947	948-953	954-960	961-980
6	900-942	943-949	950-957	958-961	962-980
7	900-942	943-949	950-957	958-961	962-980
8	900-942	943-949	950-957	958-961	962-980
9	900-944	945-950	951-958	959-964	965-980
10	900-944	945-950	951-958	959-964	965-980
11	900-944	945-950	951-958	959-964	965-980
12	900-944	945-950	951-958	959-964	965-980

Grade	WIDA Alternate ACCESS Reading Cut Scores				
	PL 1	PL2	PL3	PL4	PL5
	Entering	Emerging	Developing	Expanding	Bridging
K	900-942	943-949	950-956	957-962	963-980
1	900-942	943-949	950-956	957-962	963-980
2	900-942	943-949	950-956	957-962	963-980
3	900-942	943-949	950-956	957-964	965-980
4	900-942	943-949	950-956	957-964	965-980
5	900-942	943-949	950-956	957-964	965-980
6	900-943	944-949	950-956	957-966	967-980
7	900-943	944-949	950-956	957-966	967-980
8	900-943	944-949	950-956	957-966	967-980
9	900-943	944-949	950-956	957-967	968-980
10	900-943	944-949	950-956	957-967	968-980
11	900-943	944-949	950-956	957-967	968-980
12	900-943	944-949	950-956	957-967	968-980

Grade	WIDA Alternate ACCESS Speaking Cut Scores				
	PL 1	PL2	PL3	PL4	PL5
	Entering	Emerging	Developing	Expanding	Bridging
K	900-940	941-947	948-957	958-961	962-980
1	900-940	941-947	948-957	958-961	962-980
2	900-940	941-947	948-957	958-961	962-980
3	900-945	946-952	953-958	959-964	965-980
4	900-945	946-952	953-958	959-964	965-980
5	900-945	946-952	953-958	959-964	965-980
6	900-945	946-953	954-960	961-965	966-980
7	900-945	946-953	954-960	961-965	966-980
8	900-945	946-953	954-960	961-965	966-980
9	900-945	946-953	954-960	961-965	966-980
10	900-945	946-953	954-960	961-965	966-980
11	900-945	946-953	954-960	961-965	966-980
12	900-945	946-953	954-960	961-965	966-980

Grade	WIDA Alternate ACCESS Writing Cut Scores				
	PL 1	PL2	PL3	PL4	PL5
	Entering	Emerging	Developing	Expanding	Bridging
K	900-940	941-950	951-959	960-967	968-980
1	900-940	941-950	951-959	960-967	968-980
2	900-940	941-950	951-959	960-967	968-980
3	900-941	942-952	953-959	960-967	968-980
4	900-941	942-952	953-959	960-967	968-980
5	900-941	942-952	953-959	960-967	968-980
6	900-944	945-954	955-962	963-971	972-980
7	900-944	945-954	955-962	963-971	972-980
8	900-944	945-954	955-962	963-971	972-980
9	900-946	947-956	957-964	965-974	975-980
10	900-946	947-956	957-964	965-974	975-980
11	900-946	947-956	957-964	965-974	975-980
12	900-946	947-956	957-964	965-974	975-980

Grade	WIDA Alternate ACCESS Overall Cut Scores				
	PL 1	PL2	PL3	PL4	PL5
	Entering	Emerging	Developing	Expanding	Bridging
K	900-940	941-948	949-956	957-963	964-980
1	900-940	941-948	949-956	957-963	964-980
2	900-940	941-948	949-956	957-963	964-980
3	900-942	943-950	951-957	958-964	965-980
4	900-942	943-950	951-957	958-964	965-980
5	900-942	943-950	951-957	958-964	965-980
6	900-944	945-951	952-959	960-967	968-980
7	900-944	945-951	952-959	960-967	968-980
8	900-944	945-951	952-959	960-967	968-980
9	900-945	946-952	953-960	961-969	970-980
10	900-945	946-952	953-960	961-969	970-980
11	900-945	946-952	953-960	961-969	970-980
12	900-945	946-952	953-960	961-969	970-980

Grade	WIDA Alternate ACCESS Oral Cut Scores				
	PL 1	PL2	PL3	PL4	PL5
	Entering	Emerging	Developing	Expanding	Bridging
K	900-938	939-945	946-953	954-960	961-980
1	900-938	939-945	946-953	954-960	961-980
2	900-938	939-945	946-953	954-960	961-980
3	900-942	943-950	951-956	957-962	963-980
4	900-942	943-950	951-956	957-962	963-980
5	900-942	943-950	951-956	957-962	963-980
6	900-944	945-951	952-959	960-963	964-980
7	900-944	945-951	952-959	960-963	964-980
8	900-944	945-951	952-959	960-963	964-980
9	900-945	946-952	953-959	960-965	966-980
10	900-945	946-952	953-959	960-965	966-980
11	900-945	946-952	953-959	960-965	966-980
12	900-945	946-952	953-959	960-965	966-980

Grade	WIDA Alternate ACCESS Literacy Cut Scores				
	PL 1	PL2	PL3	PL4	PL5
	Entering	Emerging	Developing	Expanding	Bridging
K	900-941	942-950	951-958	959-965	966-980
1	900-941	942-950	951-958	959-965	966-980
2	900-941	942-950	951-958	959-965	966-980
3	900-942	943-951	952-958	959-966	967-980
4	900-942	943-951	952-958	959-966	967-980
5	900-942	943-951	952-958	959-966	967-980
6	900-944	945-952	953-959	960-969	970-980
7	900-944	945-952	953-959	960-969	970-980
8	900-944	945-952	953-959	960-969	970-980
9	900-945	946-953	954-960	961-971	972-980
10	900-945	946-953	954-960	961-971	972-980
11	900-945	946-953	954-960	961-971	972-980
12	900-945	946-953	954-960	961-971	972-980

Grade	WIDA Alternate ACCESS Comprehension Cut Scores				
	PL 1	PL2	PL3	PL4	PL5
	Entering	Emerging	Developing	Expanding	Bridging
K	900-940	941-947	948-954	955-961	962-980
1	900-940	941-947	948-954	955-961	962-980
2	900-940	941-947	948-954	955-961	962-980
3	900-941	942-948	949-955	956-963	964-980
4	900-941	942-948	949-955	956-963	964-980
5	900-941	942-948	949-955	956-963	964-980
6	900-943	944-949	950-956	957-965	966-980
7	900-943	944-949	950-956	957-965	966-980
8	900-943	944-949	950-956	957-965	966-980
9	900-943	944-949	950-957	958-966	967-980
10	900-943	944-949	950-957	958-966	967-980
11	900-943	944-949	950-957	958-966	967-980
12	900-943	944-949	950-957	958-966	967-980

CONSENT
OCTOBER 15-16, 2025

SUBJECT

Graduate Medical Education Committee New Appointments

REFERENCE

December 5, 2017	Board approved a Graduate Medical Education 10-year plan.
June 2018	Board approved first reading of Board Policy III.C. Graduate Medical Education Committee.
August 2018	Board approved second reading of Board Policy III.C. Graduate Medical Education Committee.
June 2020	Board approved reappointments to the Graduate Medical Education Committee.
August 2020	Board approved the appointments of Dr. Jaren Blake and Dr. A.J. Weinhold to the Graduate Medical Education Committee.
October 2020	Board approved the appointments of Dr. Thomas Mohr and Dr. John Grider to the Graduate Medical Education Committee.
October 2022	Board approved the appointments of Dr. Perry Brown Jr., Dr. Abby Davids, Dr. Robyn Dreibelbis, and Dr. Matthew Larsen and the reappointments of Dr. Mary Barinaga, Dr. Justin Glass, Dr. John Grider, Dr. Melissa Hagman, Susie Keller, Dr. Samantha Portenier, Dr. Kimberly Stutzman, and Dr. William Woodhouse to the Graduate Medical Education Committee.
December 2022	Board approved the reappointment of Dr. Clay Prince, Chief Medical Officer for Madison Health, to the Graduate Medical Education Committee.
June 2024	Board approved the appointments of Dr. Brandon Mickelson, Dr. Caroline Elizabeth Gass, Dr. Patricia Howell-DelTufo, and Travis Leach, to the Graduate Medical Education Committee.
August 2025	Board approved the reappointments of Dr. Ben Chan, Dr. Joshua Kern, Dr. A.J. Weinhold, Dr. Luisa Hiendlmayr, Dr. Liz Gass, Dr. Beth Botts, Dr. Lisa Nelson, Dr. Andy Wilper. Board approved new appointments of Toni Lawson, Dr. Jon Shupe, Dr. Heidi Shields, Dr. Michael Krug, Dr. Elizabeth O'Donnell, Dr. Karen Cabell, Dr. Hayes Baker, Dr. Kenneth Krell.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section III.C.

BACKGROUND/DISCUSSION

The Graduate Medical Education (GME) committee plays a vital role in making recommendations on the implementation and refinement of the 10-year GME plan approved by the Board at the December 5, 2017, special Board meeting.

Consistent with Board Policy III.C, the purpose of the GME Committee is to provide recommendations to the Board on ways to enhance graduate education in the state of Idaho. The committee also supports the development, implementation, and monitoring of the Board's graduate medical education short and long-term plans. The committee reports to the Board through the Instruction, Research, and Student Affairs Committee.

A maximum of thirty (30) members can serve on the committee. All committee members are appointed by the Board. Committee members represent postsecondary institutions providing graduate medical education for Idaho, residency sites, the Idaho Medical Association, and the Office of the State Board of Education. Representatives from medical organizations include a physician and an administrator. Appointments and/or reappointments serve five-year terms.

The Board is being asked to consider appointing the following new individuals to the GME Committee:

- Jesse Hinckley, MD, PhD, Eastern Idaho Regional Medical Center Psychiatry
- Ned Hillyard, PhD, Mountain View Hospital

Curriculum Vitae for each of these new potential GME members is provided as attachments.

IMPACT

These additional appointments to the GME committee will provide robust representation of medical professionals to serve on behalf of their designated institutions.

ATTACHMENTS

Attachment 1 – GME Committee Members 2025
Attachment 2 – CV for Jesse Hinckley, MD
Attachment 3 – CV for Ned Hillyard, MD

STAFF COMMENTS AND RECOMMENDATIONS

Staff recommends approval.

BOARD ACTION

I move to appoint the following new individuals to serve on the Graduate Medical Education Committee effective immediately and expiring June 30, 2030:

- Jesse Hinckley, MD, PhD, Eastern Idaho Regional Medical Center Psychiatry

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- Ned Hillyard, PhD, Mountain View Hospital

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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GRADUATE MEDICAL EDUCATION COMMITTEE MEMBERS

Institution	Representative	Email	Term Expiration June 30 of
Office of State Board of Education	Jenn White, Executive Director Patrick Coulson, CFO Heidi Estrem, CAO	jwhite@edu.idaho.gov pcoulson@edu.idaho.gov hestrem@edu.idaho.gov	Ex Officio
GME Coordinator	Ted Epperly, MD	tedepperly@fullcircleidaho.org	Ex Officio
Idaho Hospital Association	Toni Lawson, Vice President of Advocacy and External Relations	tlawson@teamiha.org	2030
Idaho Medical Association	Susie Pouliot Keller, CEO (Mike Cunnington, IMA Director of Government Affairs)	susie@idmed.org cunnington@idmed.org	2027
Idaho College of Osteopathic Medicine	Robyn Dreibelbis, DO	rdreibelbis@icom.edu	2027
University of Utah School of Medicine	Ben Chan, MD (Kylie Christensen Assoc Director/ MPH, RUUTE and Regional Affairs)	Benjamin.Chan@hsc.utah.edu kylie.christensen@hsc.utah.edu	2030
University of Washington School of Medicine	Mary Barinaga, MD	barinm@uw.edu	2027
Full Circle Family Med Boise	Abby Davids, MD	abbydavids@fullcircleidaho.org	2027
Full Circle Family Med Caldwell	Samantha Portenier, MD	samanthaportenier@fullcircleidaho.org	2027
Full Circle Family Med Nampa	Kim Stutzman, MD	KimStutzman@fullcircleidaho.org	2027
Full Circle Family Med Twin Falls	Joshua Kern, MD	kernjw@slhs.org	2030
Full Circle Pediatrics	Perry Brown, MD	PerryBrown@fullcircleidaho.org	2027
Idaho State University Family Medicine Residency	Brandon Mickelson, MD	brandonmickelsen@isu.edu	2027
ISU Family Medicine Rexburg	A.J. Weinhold, MD	weinana@isu.edu ajweinhold@isu.edu	2030

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ATTACHMENT 1

Update 09/11/25

Coeur d' Alene Family Medicine Residency	Jon Shupe, MD	jshupe@kh.org	2030
EIRMC Family Medicine	Joshua Stringam, DO (PD) Luisa Hiendlmayr, MD (APD)	Joshua.Stringam@hcahealthcare.com luzpineda25@gmail.com	2030
EIRMC Internal Medicine	Kenneth Krell, MD	kkrell1@gmail.com kenneth.krell@hcahealthcare.com	2030
EIRMC Psychiatry	Jesse Hinckley, MD, PhD	jessehinckley@gmail.com jesse.hinckley@hcahealthcare.com	Pending
MSIGMER Nampa Family Medicine	Heidi Shields, MD	heidshie@gmail.com hshields@msigmer.org	2030
UW Boise Internal Medicine	Moe Hagman, MD – Chair	mhagman@uw.edu	2027
UW Boise Psychiatry	Liz Gass, MD	Caroline.Gass@va.gov	2030
University of Utah/Idaho Psychiatry Residency	Beth Botts, MD	Elizabeth.Botts@hsc.utah.edu	2030
Saint Alphonsus Healthcare	Lisa Nelson, MD – Vice Chair (Diane Johnson)	Lisa.M.Nelson@saintalphonsus.org Diane.L.Johnson@saintalphonsus.org	2030
St. Luke's Healthcare	Michael Krug, MD	krugmi@slhs.org	2030
Portneuf Medical Center	Elizabeth O'Donnell, MD	elizabeth.odonnell@pediatrix.com	2030
Madison Memorial Hospital	Clay Prince, MD	clayprince@mmhnet.org	2027
Kootenai Health	Karen Cabell, DO	kcabell@kh.org	2030
Boise VAMC	Andy Wilper, MD	wilpera@gmail.com	2030
Eastern Idaho Regional Medical Center	Hayes Baker, MD	margaret.baker2@hcahealthcare.com	2030
West Valley Medical Center	Vacant		
Mountain View Hospital Idaho Falls	Ned Hillyard, PhD	nhillyard@mvhospital.net	Pending

**Curriculum Vitae
Jesse D. Hinckley, MD, PhD
Child and Adolescent Psychiatry
Addiction Medicine
Office: 208-227-2259
Mobile: 720-670-8171
jesse.hinckley@hcahealthcare.com**

I. EDUCATION AND TRAINING

BS	2005	Neuroscience, graduated Magna Cum Laude	Brigham Young University Provo, Utah
MSTP	2006-2008	Medical Scientist Training Program	University of Iowa Carver COM Iowa City, Iowa
PhD	2013	Human Molecular Genetics	University of Colorado Denver Aurora, Colorado
MD	2015	Medical Degree	University of Colorado SOM Aurora, Colorado
Residency	2015-2018	Psychiatry Residency Training Program	University of Colorado SOM Aurora, Colorado
Fellowship	2018-2020	Child and Adolescent Psychiatry	University of Colorado SOM, Aurora, Colorado

II. HONORS, SPECIAL RECOGNITIONS, AND AWARDS

2006	Pediatric Department Award for Laboratory Research in Genetics, University of Iowa
2010	American Society of Hematology Medical Trainee Award
2013	American Society of Hematology Abstract Achievement Award
2017	29 th Annual University of Colorado SOM Department of Psychiatry Junior Faculty Poster Session: 1 st Place in Resident/Fellow Research
2018	National Institute on Drug Abuse-American Academy of Child and Adolescent Psychiatry Resident Training Award in Substance Use Disorders
2018	Randall Ross, MD, Clinical Scientist Award
2019	Marianne Wamboldt Award for Excellence in Presentation of Grand Rounds
2020	Colorado Psychiatric Society Resident Advocacy Award

III. MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS

2015-Present	Colorado Clinical and Translational Sciences Institute
2017-Present	American Academy of Child and Adolescent Psychiatry
2017-Present	American Psychiatry Association
2018-Present	Colorado Child and Adolescent Psychiatry Society
2019-Present	American Medical Association

IV. UNIVERSITY, PROFESSIONAL, AND COMMUNITY POSITIONS AND CERTIFICATIONS

Academic appointments

2020-2021	Senior Instructor, Division of Addiction Science, Treatment, and Prevention, Department of Psychiatry, University of Colorado School of Medicine, Aurora, CO
2021-2023	Assistant Professor, Division of Addiction Science, Treatment, and Prevention, Department of Psychiatry, University of Colorado School of Medicine, Aurora, CO
2023-2024	Assistant Clinical Professor, Division of Addiction Science, Treatment, and Prevention, Department of Psychiatry, University of Colorado School of Medicine, Aurora, CO
2024-Present	Associate Clinical Professor, Division of Addiction Science, Treatment, and Prevention, Department of Psychiatry, University of Colorado School of Medicine, Aurora, CO

University and Educational

2009-2012	Human Medical Genetics and Genomics Program Admissions Committee
2009-2012	Human Medical Genetics and Genomics Program Seminar Program Coordinator

2015-2018	Psychiatry Residency Call Committee
2017-2018	Psychiatry Residency Program Evaluation Committee
2018-2020	Child and Adolescent Psychiatry Program Evaluation Committee
2018-2020	Child and Adolescent Psychiatry Scholarship Committee
2019-2020	Chief Resident for Research, Department of Psychiatry
2020-2023	Member, Department of Psychiatry Quality Improvement Committee
2020-2023	Director of Adolescent Psychiatric Services, Addiction Research and Treatment Services, Department of Psychiatry, University of Colorado School of Medicine
2020-2023	Peer Mentor, Resident Research Track (R25MH125758), Department of Psychiatry, University of Colorado School of Medicine
2020-2023	Core faculty, Addiction Psychiatry Fellowship, University of Colorado School of Medicine
2020-2023	Teaching faculty, Child and Adolescent Psychiatry Fellowship, University of Colorado School of Medicine
2020-2023	Teaching faculty, Psychiatry Residency, University of Colorado School of Medicine
2021-2023	Co-director of the Addiction Biology Lab, Division of Addiction Science, Prevention, & Treatment, Department of Psychiatry, University of Colorado School of Medicine
2022-2023	Associate Medical Director, Clinical Decision Unit-2 (Psychiatric Emergency Services), UCHHealth, Department of Psychiatry, University of Colorado School of Medicine
2023-Present	Core clinical teaching faculty, Psychiatry Residency, Eastern Idaho Regional Medical Center
2024-Present	Associate Program Director, Psychiatry Residency, Eastern Idaho Regional Medical Center

Professional

2021-2022	Advocacy Liaison, Colorado Child and Adolescent Psychiatry Society
2023-Present	Child and adolescent psychiatrist, Behavioral Health Center (inpatient), Eastern Idaho Regional Medical Center
2023-Present	Consultant, Opioid Response Network
2024-Present	Chair, Department of Psychiatry, Eastern Idaho Regional Medical Center
2025-Present	Treasurer, Medical Staff Association, Eastern Idaho Regional Medical Center

Certifications

2016	Certified Expert Witness in Psychiatry, Douglas County, Colorado
2018	DEA X-Waiver, medication assisted therapy certification for buprenorphine
2019	Certified, Encompass: Motivational Enhancement Therapy, Cognitive Behavioral Therapy, and Contingency Management for Adolescents and Young Adults
2019	American Board of Psychiatry and Neurology
2020	American Board of Psychiatry and Neurology, Child and Adolescent Psychiatry
2020	Certified, Tobacco Treatment Specialist
2021	2021 Legislation Implementation Work Group, Regulating Marijuana Concentrates (HB21-1317), Colorado Department of Revenue, Marijuana Enforcement Division
2022	Certified, Risk Reduction Through Family Therapy (RRFT)
2024	American Board of Preventive Medicine, Addiction Medicine

Editor, Review, and Referee

2020-Present	Ad Hoc, <i>Journal of Addiction Medicine</i> reviewer
2020-Present	Ad Hoc, <i>PLOS One</i> reviewer
2020-Present	Ad Hoc, <i>Drug and Alcohol Dependence</i> reviewer
2021-Present	Ad Hoc, <i>Adolescent Psychiatry</i> reviewer
2021-present	Ad Hoc, <i>International Journal of Environmental Research and Public Health</i> reviewer
2022	Guest Editor, <i>Child and Adolescent Psychiatry Clinics of North America</i>
2022-Present	Ad Hoc, <i>Journal of the American Academy of Child and Adolescent Psychiatry</i> reviewer
2023-Present	Ad Hoc, <i>Substance Abuse: Research and Treatment</i> reviewer
2023-Present	Contributing Editor, <i>Journal of the American Academy of Child and Adolescent Psychiatry</i>
2023-Present	Ad Hoc, <i>Journal of the American Academy of Child and Adolescent Psychiatry Open</i> reviewer
2024-Present	Ad Hoc, <i>Journal of the American Medical Association Network</i> reviewer
2025-Present	Ad Hoc, <i>The American Journal on Addictions</i> reviewer
2025-Present	Ad Hoc, <i>Drug and Alcohol Dependence</i> reviewer

Community

2009-2012	University of Colorado Special Awards Judge, Colorado Science and Engineering Fair
2010-2013	Assistant Section Leader, Tenor Section, Colorado Saints Chorale and Orchestra
2012-2015	American Society of Human Genetics DNA Day Essay Contest Final Round Judge
2011-2017	Venture Crew Advisor, Boy Scouts of America
2017-2018	Assistant Scout Master, Boy Scouts of America
2020-2022	Assistant Section Leader, Tenor Section, Colorado Saints Chorale and Orchestra
2010-2023	Denver Metro Regional Science and Engineering Fair (DMRSEF), Board Member
2013-2023	DMRSEF Scientific Review Committee, Chair
2023-Present	Foster care workshop presenter

V. ACADEMIC AND CLINICAL TEACHING RESPONSIBILITIES AND INVITED PRESENTATIONS

Research supervision

1. Hengyi Chen, Medical Student, St. George's University (2020-2022)
2. Daniel Grine, Medical Student, University of Colorado School of Medicine (2020-2021)
3. Brian Vu, Medical Student, University of Colorado School of Medicine (2021-2022)
4. Kwadwo Saka, Psychiatry Resident, Eastern Idaho Regional Medical Center (2024-2025)

Clinical supervision

1. Clinical supervisor, MS-3 Medical students, Psychiatric Emergency Services, Department of Psychiatry, University of Colorado School of Medicine, 2020-2021.
2. Clinical supervisor, PGY-3 Psychiatry residents, Addiction fellows, and Child and Adolescent Psychiatry fellows, Synergy Program, Department of Psychiatry, University of Colorado School of Medicine, 2020-2023.
3. Clinical supervisor, Psychiatry residents and Child and Adolescent Psychiatry fellows, CDU-2 psychiatric emergency services. 2020-2023.
4. Course director and clinical supervisor, MS-4 Medical students, PSY8001 Addiction Psychiatry, University of Colorado School of Medicine, 2020-2023.
5. Clinical supervisor, Psychiatry residents, inpatient child and adolescent psychiatry (BHC), 2023-present.

Clinical supervision resulting in peer-reviewed publications or abstracts

1. Karla Molinero, MD, Addiction Fellow (2021). Peer-reviewed publication.
2. Andrew White, MD, Addiction Fellow (2021-2022). Peer-reviewed abstract and poster.
3. Roseanne Mauch, MD, Child and Adolescent Psychiatry Fellow (2022-2023).

Current teaching responsibilities

1. Psychiatry Residency Addiction Psychiatry Curriculum, Management of Co-Occurring Disorders in Adolescents (2019-Present)
2. Psychiatry Residency Marijuana Curriculum, Marijuana and the Developing Brain (2019-Present)
3. Child and Adolescent Psychiatry Fellowship, Adolescent Addiction course director (2022-present)
 - a. Cannabis in Adolescence (2022-present)
 - b. Managing OUD in Adolescents and Young Adults (2022-present)
 - c. Medication Prescribing in Adolescent SUD and Comorbid Mental Health (2022-present)
 - d. Navigating the Co-Occurrence of Trauma Disorders and SUD in Youth (2022-present)
4. EIRMC Psychiatry Residency, Substance Use Disorders course director (2023-present)
5. EIRMC Psychiatry Residency, Child and Adolescent Psychiatry course director (2023-present)
6. EIRMC Psychiatry Residency, Journal Club course director (2024-present)
7. EIRMC Psychiatry Residency, Case-Based Learning course director (2024-present)
8. EIRMC Psychiatry Residency, Motivational Interviewing course director (2024-present)
9. EIRMC Psychiatry Residency, Suicidal Behavior course director (2024-present)

Past teaching responsibilities

1. Psychiatry Residency Program Neuroscience Curriculum, The Neurobiology of Pain (2019-2021)
2. Psychiatry Residency Program Neuroscience Curriculum, Neurodevelopment (2019-2021)

3. Child Psychology Training Program, Trauma Informed Care: Intersections of Trauma and Substance Use (2022-Present)
4. Medical Student year 1 and 2 Psychiatry Small Group Facilitator (2020-2022)
5. Psychiatry Residency Addiction Psychiatry Curriculum, Screening, Brief Intervention, and Referral to Treatment (2019-2022)
6. Addiction Fellowship Program, Contingency Management (2019-2023)
7. Addiction Fellowship Program, Patient centered goals: abstinence and harm reduction (2021-2023)
8. Psychiatry Residency Program Neuroscience Curriculum, Genetics and Psychiatry Lecture (2018-2023)

Intramural and regional presentations and panels

1. Grand Rounds, Department of Psychiatry, University of Colorado, 15 March 2017.
2. Grand Rounds, Pediatric Mental Health Institute, Children's Hospital Colorado, 03 April 2019.
3. "Adolescent Marijuana Use and the Developing Brain: What Parents Should Know." Kent Denver, SMART Colorado, 21 January 2020 (Cherry Hills Village, CO)
4. Panelist, 20/20 Growth Conference, Cannabis Public Policy Conference, 6 March 2020 (Denver, CO)
5. Today's marijuana and the adolescent brain, Denver Public Schools, 07 October 2021 (Denver, CO)
6. Panelist, Colorado Safe Schools Summit, 22 October 2021 (Denver, CO)
7. Adolescent cannabis use: Why it matters and how to talk to teens. Rocky Mountain Public Health Training Center live recorded webinar, 08 February 2022 (Las Animas, CO)
8. Today's marijuana and the adolescent brain, Denver Public Schools, 31 August 2022 (Denver, CO)
9. The State of Substance Misuse and Understanding Suicidality, Children's Hospital Colorado Mental Health Town Hall, 31 August 2022 (Aurora, CO)
10. Youth and the Opioid Epidemic, Academy School District 20 Parent Academy, 29 November 2022 (Colorado Springs, CO)
11. Youth and the Opioid Epidemic, Colorado Consortium, 23 March 2023 (Denver, CO)
12. Talking to teens about substance use, Denver Public Schools, 17 May 2023 (Denver, CO)

National and international presentations

1. Marijuana and Mental Health Symposium. American Psychiatric Association IPS: The Mental Health Services Conference, 20 October 2017 (New Orleans, LA)
2. Marijuana and Mental Health Symposium. American Psychiatric Association IPS: The Mental Health Services Conference, 5 October 2019 (Manhattan, NY)
3. Connecticut Catchment Area Council 22. The impact of legalizing marijuana on the heels of the opioid crisis, 16 February 2021 (Hartford, CT)
4. BronxCare Hospital, MARCUS-CAP Lecture. Legalization of Cannabis, 27 April 2021 (Bronx, NY)
5. Using Screening, Brief Intervention, and Referral to Treatment to Build Inroads with Adolescents. American Academy of Child and Adolescent Psychiatry *Clinical Essentials on Cannabis Use Disorder*, 2021 (online CME course)
6. Panelist, Generation Schools Network. Social Emotional Learning for Prevention: Substance Use SEL Forum, 15 February 2022 (international Zoom forum)
7. Medical University of South Carolina, Department of Psychiatry Grand Rounds. Comorbid PTSD and substance use disorders in adolescents: What we know and where we go from here. 23 September 2022 (Charleston, SC)
8. Cincinnati Children's Hospital Child and Adolescent Psychiatry Grand Rounds. Cannabis use in adolescents: why it matters and how to talk to teens. 14 December 2022 (Cincinnati, OH).
9. Indiana University School of Medicine-Department of Psychiatry Addiction Psychiatry Symposium. Adolescent cannabis use: Neurodevelopmental consequences and treatment considerations. 09 January 2023 (Indianapolis, IN).
10. Maine Center for Quality Improvement, Maine Chapter AAP, treatME. Evidence-based psychotherapies for adolescents with co-occurring substance use and mental health disorders. 23 June 2023 (Hallowell, ME).
11. American Academy of Child and Adolescent Psychiatrists, General Assembly. Adolescent vaping: Update for child and adolescent clinicians. 24 October 2023 (New York City, NY).
12. Children's Hospital of Philadelphia, PolicyLab. 13 June 2024 (Virtual). The Clinical and Policy Landscape of Marijuana and Youth.
13. Workshop 20: Motivational Interviewing: Strengthening Advanced Practice Through Feedback and Analysis. AACAP, 17 October 2024 (Seattle, WA).
14. Workshop 41: Motivational Interviewing: Skills Bootcamp. AACAP, 19 October 2024 (Seattle, WA).

15. Working with teens who use substances: from conversations to easy wins. Washington Academy of Family Physicians Opioid Summit: Engaging Primary Care into Treatment, 21 June 2025 (Walla Walla, WA).

Media and news

1. Teens and Drug Use: How to Talk About Substance Use with Your Teens (2022).
<https://www.childrenscolorado.org/conditions-and-advice/parenting/parenting-articles/talking-to-teens-about-drug-use/>.
2. SiriusXM Dr. Radio: About Our Kids. Live interview February 17, 2023.
3. Bloomberg. Marijuana and Psychosis Links Spur a Search for Treatment (17 August 2023).
<https://www.bloomberg.com/news/newsletters/2023-08-17/marijuana-induced-psychosis-real-or-not-patients-look-for-treatment>.
4. Let's Get Psyched Podcast. #183 and 184 – Cannabis and Adolescent Mental Health (October 2024).
<https://podcasts.apple.com/us/podcast/lets-get-psyched/id1498987447>.

VI. SCHOLARSHIP

Publications

1. **Jesse D. Hinckley**, R.L. Park, S. Xiong, W.R. Andersen, and D.L. Kooyman. Identification and Development of Sex Specific DNA Markers in Ostrich Using Polymerase Chain Reaction. *International Journal of Poultry Science*. 2005; 4:663-669.
2. Shay Fabbro, Walter H.A.Kahr, **Jesse D. Hinckley**, Kai Wang, Jack Moseley, Gi-Yung Ryu, Brie Nixon, James G. White, Thomas Bair, Brian Schutte, and Jorge Di Paola. Homozygosity Mapping with SNP Arrays Confirms 3p21 as a Recessive Locus for Gray Platelet Syndrome and Narrows the Interval Significantly. *Blood*. 2010 Mar 24; 117(12):3430-3434 (PMID: 21263149)
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Book chapters

1. Christian Hopfer, **Jesse D. Hinckley**, and Paula Riggs (2017). Substance Use Disorders. In A. Martin, M. Bloch, and F. Volkmar (Eds.), *Lewis's Child and Adolescent Psychiatry: A Comprehensive Textbook 5th Edition* (pp. 568-580). Philadelphia, PA: Wolters Kluwer.
2. **Jesse D. Hinckley** and John Dillon (2022). Chapter 4: Developmental Impact. In *Cannabis in Psychiatric Practice* (pp. 45-60). Cham, Switzerland: Springer Nature. <https://doi.org/10.1007/978-3-031-04874-6>.
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Published Abstracts

1. **Jesse D. Hinckley**, K. Wang, T. Burns, J. Murray, A. Shapiro, Jorge Di Paola. Linkage analysis in a large Amish pedigree with von Willebrand disease identifies regions suggestive of linkage and candidate modifiers genes. 59th Annual Meeting of the American Society of Human Genetics, Hawaii, USA.
2. **Jesse D. Hinckley**, Kai Wang, Trudy Burns, Amy D. Shapiro, and Jorge A Di Paola. Quantitative trait locus (QTL) linkage analysis of a large pedigree with von Willebrand Disease identifies novel modifier loci of von Willebrand Factor levels and confirms some previously reported modifier loci. 52nd Annual Meeting, American Society of Hematology (**Oral platform; Medical Student Research Award**), Orlando, FL. *Blood* (ASH Annual Meeting Abstracts), Nov 2010; 116: 240.
3. **Jesse D. Hinckley**, Junmei Chen, Robert Montgomery, Sandra Haberichter, Jose Lopez, and Jorge Di Paola. The novel M1304R mutation in the von Willebrand factor gene (*VWF*) causes defective VWF storage and results in type 2 von Willebrand disease (VWD). 11th International Congress of Human Genetics (Poster), Montreal, Quebec, Canada and 28th Annual National M.D., Ph.D. Conference (**Oral platform**), Keystone, CO.
4. S. Gupta, M. Heiman, N. Duncan, P. Yoder, R. Montgomery, **Jesse D. Hinckley**, J. Di Paola, A.D. Shapiro. Comparison of quality of life in an Amish and non-Amish cohort affected with Von Willebrand disease. 2012 Scientific and Standardization Committee of the International Society of Thrombosis and Haemostasis.

5. **Jesse D. Hinckley**, Kai Wang, Trudy Burns, Luke Law, Amy Shapiro, and Jorge Di Paola. Replication of GWAS meta-analysis associations in a large Amish pedigree supports *VWF*, *ABO*, *STXBP5*, *STAB2*, and *SCARA5* as modifiers of VWF and FVIII levels. 62nd Annual Meeting of the American Society of Human Genetics, San Francisco, CA.
6. **Jesse D. Hinckley**, K Wang, T Burns, L Law, A Shapiro, J Di Paola. Characterization of the genetic etiology of von Willebrand factor and coagulation factor VIII levels in a multigenerational Amish cohort. 2013 ASCI/AAP Joint Meeting. Chicago, IL.
7. **Jesse D. Hinckley**, Trudy Burns, Kai Wang, Ayse Bilge Ozel, Meadow Heiman, Amy Shapiro, Robert R. Montgomery, Lawrence Brody, Karl C. Desch, and Jorge Di Paola. SNP Analysis of the *VWF* gene identifies multiple common variants that affect VWF levels and occur at different frequencies in patients with type 1 VWD. 55th Annual Meeting, American Society of Hematology (**Oral platform; Abstract Achievement Award**), New Orleans, LA. *Blood* (ASH Annual Meeting Abstracts), Nov 2013; 122:334.
8. S. Gordon, **Jesse D. Hinckley**, C. Jones. Sweet and Salty: hypernatremia in the setting of diabetic ketoacidosis. 2015 Rocky Mountain Hospitalist Medicine Symposium. Denver, CO (2015).
9. **Jesse D. Hinckley**, Christian Hopfer, Michael Stallings, John Hewitt, and Susan Young. Endorsing cannabis as drug of choice is associated with increased use of other illicit drugs: a longitudinal analysis. College on Problems of Drug Dependence 79th Annual Meeting (**Oral platform**), Montréal, Canada (2017).
10. **Jesse D. Hinckley**, Bryan McNair, and Paula Riggs. *Encompass*: integrated treatment for co-occurring substance and psychiatric disorders. American Academy of Child and Adolescent Psychiatry 64th Annual Meeting. Washington, DC (2017).
11. Zachary Adams, **Jesse D. Hinckley**, Bryan McNair, Leslie Hulvershorn, and Paula Riggs. Integrated treatment of adolescent substance use and psychiatric comorbidities: *ENCOMPASS* outcomes across diverse contexts. Association for Behavioral and Cognitive Therapies 51st Annual Convention, San Diego, CA (2017).
12. **Jesse D. Hinckley**, Shannon McWilliams, Susan Mikulich-Gilbertson, and Paula Riggs. *Encompass*: outcomes in adolescents with opioid use disorder and comorbid psychiatric disorders. American Academy of Child and Adolescent Psychiatry 65th Annual Meeting. Seattle, WA (2018).
13. Steven Solomon, Paula Riggs, **Jesse D. Hinckley**. Mental health and substance use screening and treatment practices in Colorado's school-based health centers. American Academy of Child and Adolescent Psychiatry 66th Annual Meeting, Chicago, IL (2019).
14. **Jesse D. Hinckley**. Using SBIRT to build inroads with adolescents. *Youth Cannabis Use Institute: What the Busy Clinician Needs to Know*. American Academy of Child and Adolescent Psychiatry 67th Annual Meeting (**Oral platform**; 2020).
15. Devika Bhatia, **Jesse D. Hinckley**, Susan Mikulich-Gilbertson, Joseph Sakai. Cannabis Legalization and Adolescent Electronic Vapor Product, Cannabis, and Cigarette Use. American Academy of Child and Adolescent Psychiatry 67th Annual Meeting (**Oral platform**, 2020).
16. **Jesse D. Hinckley**. SBIRT: Is it working for adolescents? American Academy of Child and Adolescent Psychiatry 68th Annual Meeting (**Oral platform**, 2021).
17. **Jesse D. Hinckley** and Iliyan Ivanov (chairs). Clinical Perspectives 74: Trauma and stressor-related and substance use disorders in adolescents: A practitioner's guide to understanding and treating these co-occurring disorders. American Academy of Child and Adolescent Psychiatry 68th Annual Meeting (**Oral platform**, 2021).
18. **Jesse D. Hinckley**. Exploring biologic intersections of trauma and substance use disorders. American Academy of Child and Adolescent Psychiatry 68th Annual Meeting (**Oral platform**, 2021).
19. **Jesse D. Hinckley**, Susan Mikulich, Jian-Ping He, Devika Bhatia, Brian Vu, Kathleen Ries Merikangas, and Joseph Sakai. Cannabis use is associated with depression severity and suicidal behavior in the National Comorbidity Survey – Adolescent Supplement. College on Problems of Drug Dependence 84th Annual Scientific Meeting. Minneapolis, MN (**Oral platform**, 2022).
20. **Jesse D. Hinckley**, Devika Bhatia, Jarrod Ellingson, Karla Molinero, and Christian Hopfer. The impact of recreational cannabis legalization on youth: The Colorado experience. *Cannabis Use and Youth Wellness: What Legalization Gotta Do With It?* 6th Annual Research Society on Marijuana Meeting. Boston, MA (**Oral platform**, 2022).
21. Andrew White and **Jesse D. Hinckley**. A case report: Outpatient low-dose induction of buprenorphine/naloxone in an adolescent with severe opioid use and concurrent fentanyl use. American Academy of Addiction Psychiatry 2022 Annual Meeting and Scientific Symposium. Naples, FL.
22. **Jesse D. Hinckley**, Jacqueline-Marie N. Freland, Randall J. Moss, Yasmin L. Hurd. A translational model of high-dose THC exposure and addiction vulnerability. *Cannabis Use Across the Lifespan*. American Academy of Child and Adolescent Psychiatry 2022 Annual Meeting. Toronto, ON, CAN (**Symposium**).

23. Christopher Rogers, Dawn Reinfeld, **Jesse D. Hinckley**. Special Interest Study Group 11: Active Advocacy to Protect Kids from the Impact of Cannabis Legalization: Hard-Learned Lessons from the Trenches of Colorado. American Academy of Child and Adolescent Psychiatry 2022 Annual Meeting. Toronto, ON, Can.
24. Grace Blake, Jarrod Ellingson, Kristen Raymond, Soo Rhee, Michael Stallings, Tamara Wall, Christian Hopfer, and **Jesse Hinckley**. Investigation of life events associated with development of opioid use disorder in young adults: A longitudinal study of a high-risk population. College on Problems of Drug Dependence 85th Annual Scientific Meeting. Denver, CO (2023).
25. J. Megan Ross, **Jesse Hinckley**, Jarrod Ellingson, Stephanie Zellars, Matt McGue, Robin Corley, Scott Vrieze, Soo Rhee, Sylvia Wilson, John Hewitt, William Iacono, Christian Hopfer. A prospective study on changes in alcohol, cannabis, and tobacco use from pre-COVID-19 to post-COVID-19. College on Problems of Drug Dependence 85th Annual Scientific Meeting. Denver, CO (2023).
26. **Jesse Hinckley**. Comorbid PTSD and substance use disorders: Shared symptomatology and neurobiology. College on Problems of Drug Dependence 85th Annual Scientific Meeting. Denver, CO (**Symposium**, 2023).
27. Elizabeth H Dohrmann, Scott R. Hunter, Nihit Kumar, Peter R. Jackson, **Jesse D. Hinckley**. Extended Workshop 5: Motivational Interviewing Intermediate/Advanced Session. American Academy of Child and Adolescent Psychiatry 2023 Annual Meeting. New York City, NY (2023).
28. Christopher Rogers, Iliyan Ivanov, Dawn Reinfeld, **Jesse D. Hinckley** (co-chair). Special Interest Group 1: Advocacy to Protect Kids From the Impact of Cannabis Legalization: Lessons Learned From the Trenches of Colorado and New York. American Academy of Child and Adolescent Psychiatry 2023 Annual Meeting. New York City, NY (2023).
29. Christopher Hammond and **Jesse D. Hinckley** (co-chair). Clinical Perspectives 15: Effective Strategies for Working with Drug-Using Adolescents Who Are Unmotivated to Quit or Treatment Resistant. American Academy of Child and Adolescent Psychiatry 2023 Annual Meeting. New York City, NY (2023).
30. **Jesse D. Hinckley**. An introduction to working with unmotivated or treatment resistant drug-using youth. American Academy of Child and Adolescent Psychiatry 2023 Annual Meeting. New York City, NY (**Oral platform**, 2023).
31. **Jesse D. Hinckley** (chair) and Christopher Hammond. Clinical Perspectives 72: Fentanyl and the Opioid Epidemic: Practical Guidance for Child and Adolescent Psychiatry Clinicians. American Academy of Child and Adolescent Psychiatry 2023 Annual Meeting. New York City, NY (2023).
32. **Jesse D. Hinckley**. How fentanyl is fueling the opioid epidemic among youth. American Academy of Child and Adolescent Psychiatry 2023 Annual Meeting. New York City, NY (**Oral platform**, 2023).
33. Gi Jung Shin, Jesse D. Hinckley, Manpreet K. Singh. Examining the role of substance use in thalamic structural trajectories for youth after their first episode of mania. American Academy of Child and Adolescent Psychiatry 2023 Annual Meeting. New York City, NY (2023).
34. **Jesse D. Hinckley**. Adolescent cannabis use: Neurodevelopmental consequences and treatment considerations. Society of Forensic Toxicology 2023 Annual Meeting, Denver, CO (**Symposium**, 2023).
35. McCabe, C. J., Wall, T.L., Stallings, M., Hopfer, C., Rhee, S., Gustavson, D., Corley, R., **Hinckley, J.**, Ross, J. M., & Ellingson, J. Evaluating directional associations between antisocial behavior and alcohol use disorder from adolescence through middle adulthood. 47th Annual Research Society on Alcoholism Scientific Meeting, Minneapolis, MN (2024).
36. Laura Saba, Joseph Schacht, **Jesse Hinckley**, Christian Hopfer. Using RNA expression from immune-related cell types in blood to better understand potential influences of THC and CBD on human health. NIDA Genetics and Epigenetics Cross-Cutting Research Team Meeting, Bethesda, MD (2024).
37. Moore, A., Lewis, B., Farrior, H., **Hinckley, J.**, Nixon, S.J., Bhatia, D. (June 2024). Impact of Pre-Adolescent Substance Familiarity on Subsequent use: Longitudinal Analysis of Risk by Latent Classes of Familiarity in the ABCD Sample. 86th Annual Scientific Meeting of the College of Problems of Drug Dependence (CPDD), Montreal, Canada (**Oral platform**, 2024).
38. **Jesse D. Hinckley**, Christopher J. Hammond. Associations between cannabis use and suicide risk among US youth: Emerging data on the importance of environment, attitude, and vulnerable subgroups. American Academy of Child and Adolescent Psychiatry 2024 Annual Meeting. Seattle, WA (**Symposium**, 2024).
39. **Jesse D. Hinckley**. Exploring the association between cannabis use and depression and suicidal behavior in youth. American Academy of Child and Adolescent Psychiatry 2024 Annual Meeting. Seattle, WA (**Symposium**, 2024).

40. **Jesse D. Hinckley**, Illiyan Ivanov. Neurobehavioral and environmental risk factors for alcohol initiation in adolescents. American Academy of Child and Adolescent Psychiatry 2024 Annual Meeting. Seattle, WA (**Symposium**, 2024).
41. Devika Bhatia, Ben Lewis, Andrew Moore, Hugh Farrior, **Jesse Hinckley**, Sara Jo Nixon. Substance familiarity in middle childhood and adolescent substance use. American Academy of Child and Adolescent Psychiatry 2024 Annual Meeting. Seattle, WA (**Symposium**, 2024).
42. Sophia Sugar, Gillian Lee, Hyun Kim, **Jesse Hinckley**, Erin Vipler, Tyler Coyle. Prevalence of Screening Positive for Attention-Deficit/Hyperactivity Disorder in Adults Seeking Methadone for Opioid Use Disorder. The ASAM 56th Annual Conference, Denver, CO (2025).

VII. GRANT FUNDING

Current support

1. K12DA000357 (PI: Kevin Gray, Jesse Hinckley, 75% effort). *Characterization of biomarkers of regular cannabis use in adolescents*. Direct cost: \$885,000. Funding period: 04/2021-05/2026.
2. SAMHSA 1H79TI085527-01 (PI: Coyle, 6.5% effort). *Professional Standardized Patient Equity Curriculum Training in the Use of Substances (ProSPECTUS) Program*. Direct cost: \$750,000. Funding period: 07/2023-06/2026
3. P50DA056408 (PI: Hutchison, 10% effort). *Rocky Mountain Cannabis Research Center*. Funding Period: 10/2023-09/2028.

Completed

1. CCTSI CO-Pilot Award (PI: Jesse Hinckley, 25% effort). *Characterization of endocannabinoid and endogenous opioid levels in adolescents with cannabis use disorder*. Direct costs: \$30,000. Funding period: 06/2020-05/2022.
2. PRI Pilot Award (PI: Jesse Hinckley, 10% effort). *Longitudinal study of cannabis use and abstinence on circulating endocannabinoids in adolescents*. Direct cost: \$10,000. Funding period: 10/2020-09/2022.
3. Doris Duke University of Colorado School of Medicine Fund to Retain Clinical Scientists Grant (PI: Hinckley). Direct cost: \$80,000. Funding period: 02/2022-01/2024.

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Health Care Regulatory Compliance Officer with 31 years of healthcare experience in Compliance, Risk Management, Quality Assurance, Medical Staff Management, Hospital legal affairs, Hospital & Work place Safety, Hospital Coding & billing practices, Audit Integrity program, Medical records Management. Work as a Vice President & Executive Compliance Officer. Administrator over Human Resource, Building Engineering, Pharmacy and Utilization Review. Extensive experience with Joint Commission, OIG, OCR and CMS regulations and the survey process. Believe staff knowledge & patient perception is the best concepts with in any compliance program. Proven track record of building hospital wide compliance programs with regards to HIPAA, CMS, JC, ISO, OSHA and OIG regulations.

CORE COMPETENCIES

- | | |
|---|--|
| ✓ Hospital Operation from strategic development to financial compliance | ✓ assessment, Legal review & Employment Law. |
| ✓ Building and management of JC programs | ✓ Health Care Safety & Compliance plan development and implementation. |
| ✓ Management of Medical Staff Compliance & all Medical Staff Committees including credentialing & MEC management of PEER review process | ✓ Management of hospital employee benefits |
| ✓ Auditing hospital compliance program regarding billing & coding practices | ✓ Interpersonal communication Management of all hospital insurances |
| ✓ Building process improvement programs to reduce expenses develop efficiency and promote safety. | ✓ Knowledge with experience of CMS requirements & implementations |
| ✓ Experience with clinical development programs. | ✓ Building trusted relationships with Medical Staff, Management & Employees |
| ✓ Timely communication with Governing boards regarding operational risk | ✓ Risk Management RCA, FMEA, Sentinel Event investigation with legal defense documentation |
| ✓ Extensive experience in Risk Management and prevention programs (QA). | ✓ HIPAA, STARK, OIG, OCR, OSHA DHHS and JC requirement and defensible plan of action |
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PROFESSIONAL EXPERIENCE

IDAHO FALLS COMMUNITY HOSPITAL, Idaho Falls, Idaho Developed and built from concept to accreditation an 88 bed Facility. 35 bed ED, 16 bed, ICU, 2 Cath-Lab,

Chief Clinical Operations / Compliance Officer November 2019 – Present. 88 bed, 3 OR, 16 ICU, 9 Peds Unit.

- Oversee and manage Hospital clinical operations.
- Executive team member responsible for Nursing and clinical practices in the facility
- Facility full accredited with 35 days of opening.
- Responsible for Risk Management & Quality Assurance / Safety for three facilities

MOUNTAIN VIEW HOSPITAL, Idaho Falls, Idaho 160% growth with both volume and financial from 06 - present
Chief Clinical Operation / Compliance Officer August 2008 – Present. 43 bed, 12 OR, 59 Clinics 3 ASC.

- Senior Administrative Team member
- One of three Administrative Officers of MVH
- Risk Manager
- Develop hospital wide occurrence reporting system both paper and paperless systems
- Restructured billing practices to comply with OIG standards and ongoing auditing Built an Audit Integrity department. (saved facility \$2.4 million)
- Administrator over Human Resource (1400 employees), Utilization Review, QA, Infection Control, Medical staff, Hospital Education, Risk Management department, Pharmacy, Engineering, Wellness Program, HCAPPS & SCIP programs, IT department, Audit Integrity, Space management.
- Restructured hospital By-laws to include committee structure & Medical Staff review process
- Implemented hospital wide compliance billing integrity Department
- Perform all legal hospital representation from Med Mal to Employee lawsuits with hospital Attorney
- Successfully defended an HMS/CMS billing recoupment audit from \$4.8 million to facility paid \$610,000.00
- Manage Medical staff office 5 FTE
- Manage QA department 12 FTE
- Manage Human Resource Department 8 FTE with 1400 employees
- Administrator over Hospital Pharmacy Department 9 FTE pharmacist, 8 FTE techs
- Administrator over Hospital Engineering Department & Hospital Housekeeping 42 FTE
- Conduct all Hospital investigation and implement corrective action plan. Communicate will all Regulatory bodies
- Implemented compliance programs for 97 speech therapist OT and PT clinic (*successfully removal from Medicaid audit*)
- Within 4 months of hire removed facility for all external regulatory audits with ongoing measures
- Develop ongoing ORYX measures for PHA
- Perform all aspect of insurance management for facility med mal, officer liabilities, and property.
- Perform all Safety inspection and chairperson for QA committee, Safety Committee and Ethics Committee
- Develop and implemented charge master structure and committee role
- Converted hospital from paper policies to intranet on line system
- Review and perform oversight for all hospital policies
- Manage all Medical staff issues from Credentialing to PEER review process
- Hospital Privacy Officer
- Administrator over Engineering Facility Management
- Developed an Audit Integrity Department 8 Certified Coders to perform internal audits, defend ADR, medical necessity, MAC defense, Provider improvement. Department has won over \$700,000 in appeals.

Classic Air Medical: Woods Cross, Ut

Compliance Officer/Risk Manager Aug 2011 – Present (28 Aircraft, 14 bases)

- Implemented Compliance Program
- Developed Patient Safety flight program
- Maintained CMS 855 and billing compliance programs

Sterling Management & Consulting: Idaho Falls, Idaho

Chief Compliance Officer Nov 2005 – Aug 2008

- Implemented multiple compliance programs to numerous hospitals and physician practices with an increase compliance by 40 – 50 %
- Management of all survey process that any of Sterling Consulting clients might face along with implementation of Plan of Corrections
- Provided management of all legal interaction with client's attorneys regard Risk Management cases; *client vs. patient documentation review.*
- Advised and reported to Board of Directors and or Facility Administration.
- Developed a Performance based Peer review process of Medical Staff management issues.
- Developed new programs, i.e. Sleep Lab, GI lab, Sport Medicine program, Bio-medical program, Risk Management Software, Medical Staff Committees and By-Law structure.
- Credentialing department and compliance for State and CMS regulations regarding Medical staff issues.
- Reduce patient and employee injuries on the average of 40% per facilities.
- Developed several successful Work Comp programs.
- Manage and development of Respiratory Care departments. Increase RT department revenues by 30% to 50%.
- Performed Charge to Chart Auditing
- Instituted a hospital wide culture change to establish an "Everyone Matter" campaign. This campaign works together towards philanthropic initiatives that achieve real and measurable impact in both the facility and community

CACHE VALLEY SPECIALTY HOSPITAL: NORTH LOGAN, UTAH

Regulatory Compliance Officer/Risk Manager Jan 2001 – 2006

- JCAHO Coordinator. Raised hospital compliance with JCAHO regulation by 90%. Last JCAHO inspection hospital received no recommendation for improvement and only one supplemental. The facility received immediate approval at closing inspection conference. Inspector stated "He had only granted on-site approval once before".
- Performed all Quality assurance management duties for facility
- Involved with compliance and JCAHO program development
- Developed a GI lab, Sleep lab and a medical record compliance programs.
- Managed Respiratory Care department increasing department revenue by 45%
- Managed hospital expansion program \$4,000,000/15 bed addition.
- Director of Engineering Decrease hospital utilities by 32% with several changes in systems.
- Safety Officer reduced work related injuries by 30%
- Risk Manager Performed RCA, FMEA, chart audits. Reported directly to CEO and Board of Directors

JOINT COMMISSION ON THE ACCREDITATION OF HEALTHCARE ORGANIZATIONS

Oakbrook Terrace, IL 60181

PREP inspector for Environmental Safety survey for JCAHO accredited hospitals

Jan 1998 – 2001 (PRN) when call upon

- Inspected hospital prior to JCAHO regulatory inspection
- Aid in hospital JCAHO compliance development programs

INTERMOUNTAIN HEALTHCARE (IHC) Logan & Salt Lake City, Provo Utah

Quality Assurance Analyst/Medical Staff Office Oct 1998 – Jan 2001

JCAHO prep team member May 1997 – Jan 2001

Respiratory Therapist PRN – 1994 - 2001

Medical Record Compliance Program Aug 1989 – 1994 / 1995 - Jan 2001

Surgical Scrub tech and a member of operating department Compliance Team June 1987 – 1989

- Manage Medical Record Billing compliance Program and developed an Audit program to reduce the incident of documentation errors.
- Performed STARK and EMTALA audits for multiple IHC hospitals.
- Prepared other IHC facility for JCAHO inspections by performing hospital Safety and medical record reviews.
- Implemented a Safety program that manages Occurrence reporting system. Asses risk probability. This system notifies manager and Administration immediately and calculates a risk assessment score.
- Chart Audits, open chart review and closed chart compliance.
- Worked in G.I. Lab as an GI Tech PRN
- Worked in Central Sterile as a Tech PRN
-

CENTER FOR MEDCAID / MEDCARE (CMS) PRN position

Policy analyst Region 7 as needed 1998 - 2002

- Audit Medical records for compliance with CMS regulation and make recommendation to Seattle, WA office

GRADY MEMORIAL HOSPITAL ATLANTA, GA (936 BED FACILITY)

Compliance Coordinator #6 1994-1995

- Audit Medical records for compliance, Environmental Safety inspections, and Billing practice audits.
- On-site OSHA inspector, Safety Officer for HAZMAT.
- Process Improvement with Legal investigations.

{CONTINUE}

EDUCATION

UTAH STATE UNIVERSITY

Logan, Utah 1985 -1992

- M.S. in Biology with emphases in Statistics and Probability of outcome.
- B.S in Biology/ Chemistry

UNIVERSITY of UTAH

Salt Lake City, Utah 1993

- Attended Classes in Health Care Administration with Legal focus

Loma Linda University

Loma Linda, California 1994

Respiratory Care Practitioner

SENTON HALL UNIVERSITY

South Orange, NJ Completed June 2016

- Ph.D. in Health Sciences *(see attachment) Dissertation: Mechanism of Healthcare Medical Errors & Organizational Incident with Consideration of Environmental human factors*

CERTIFICATION

- **CERTIFIED IN COMPLIANCE AND ETHICS (CCEP)** is someone with knowledge of relevant regulations and expertise in compliance processes sufficient to assist organizations with their legal obligations, and someone who promotes organizational integrity through the operation of effective compliance programs. (CURRENT)

- **CERTIFIED IN HEALTHCARE COMPLIANCE (CHC).** *By the Healthcare Compliance Association.*
- **CERTIFIED PROFESSIONAL HEALTH QUALITY (CPHQ)** *By the National Healthcare Quality Association. (NOT CURRENT)*
- **CERTIFIED PROFESSIONAL IN HEALTHCARE RISK MANAGEMENT (CPHRM)** *By the American Hospital Association. (CURRENT)*
- **CERTIFIED SAFETY MANAGER/OFFICER (CSM)** *By the World Health & Safety (NOT CURRENT)*
- **CERTIFIED IN HEALTHCARE PRIVACY COMPLIANCE (CHCP)** *By HCCA (CURRENT)*
- **CERTIFIED CREDENTIALING SPECIALIST (CCS).** *By certification commission. (NOT CURRENT)*
- **REGISTERED RESPIRATORY THERAPIST** *1994-2006 (NOT CURRENTLY LICENSED expired)*

HOBBIES & ACTIVITIES:

- *Member of Museum of Idaho Board of Directors*
- *Studies and lecture on the history of Philosophy and ethics.*
- *Give history lectures and re-enactment for local grade schools*
- *Participate in local history groups "Lewis & Clark Club" & "Roman Roundtable"*
- *Member of the North & South Skirmish Association*
- *Enjoy fishing, boating, hiking, and biking.*

I have worked in Health Care while attending school nearly all my adult life from the Hospital Kitchen to Surgery to management and then Administration. I am extremely dedicated to both moral and financial ethical behavior. I enjoy working in difficult environments while develop a change for value and understanding. I believe that with true empathy and understanding of the individual that are part of our team, we can accomplish anything.

Thank you for taking the time to review my resume. If you have any questions please call or email me and I will promptly respond. I greatly appreciate your time.

Ned Hillyard