



STATE OF IOWA

TERRY BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF EDUCATION
JASON E. GLASS, DIRECTOR

DE Employee Request for Consent to Sell

Date of Request 11/12/13
Employee Name Kimberly Villotti
Job Title at DE Consultant
Division, Bureau at DE Division of Learning & Results, Bureau of Standards and Curriculum
Immediate Supervisor at DE Lea Davidson
Proposed outside employer Drake University

Proposed services to sell to outside employer serve as instructor for a course - The Characteristics and Assessment of Young Children with Diverse Needs - undergraduate course in Spring 2014
(E.g., if teaching classes, which classes, graduate or undergraduate level)

How will selling this service not conflict with your DE duties?
- outside work hours (evening hours)
- audience are individuals outside my work scope

I certify that I have the permission of my DE supervisor above named, to make this request of the Department of Education.

Signature of Employee Kimberly A Villotti

Lea Davidson 11-13-13

Return to our Attorney - Nicole Proesch



Response to DE Employee Request for Consent to Sell

Employee Name and Job Title: Kimberly Villotti

Division, Bureau: Division of Learning and Results, Bureau of Standards and Curriculum

Date of Request: 11/12/13

Date of Agency Determination: 11/14/13

Determination¹: Consent granted without condition

Summary of Request and Rationale for Determination:

Kimberly Villotti seeks permission to sell the service of instructing an undergraduate course in "The Characteristics and Assessment of Young Children with Diverse Needs" for Drake University in the spring of 2014. The class would be taught outside work hours, during the evenings and the students are individuals outside the scope of her current employment duties.

As a private secondary institution, Drake University is not regulated by the Iowa Department of Education (IDE) with the exception of teacher and administrator preparation programs offered by Drake. Ms. Villotti is not a member of the IDE staff whose responsibility is to review, assess, and recommend approval of practitioner preparation programs.

Therefore, the sale of the service of instructing the aforementioned course for Drake will not cause Kimberly Villotti to advocate on behalf of any entity, does not benefit or prejudice any regulated person or entity, and does not result in a conflict of interest per section 68B.2A.

¹ If the determination is a denial or a conditional consent, the employee may file an appeal with the Iowa Ethics and Campaign Disclosure Board pursuant to rule 351—IAC 6.11(6).