



# IOWA

## Department of Education

Ryan M. Wise, Director

Kim Reynolds, Governor  
Adam Gregg, Lt. Governor

### DE Employee Request for Consent to Sell

(See second page for Instructions)

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Employee Name Katrina Blatnick-Gagne

Date September 3, 2020

Job Title at DE Education Consultant

Division, Bureau at DE Community Colleges and Workforce Preparation, CTE

Immediate Supervisor at DE Dennis Harden

Proposed outside employer Texas Tech University

Proposed services to sell to outside employer Teaching an online course for undergraduates.  
This course is CTE based for FCS pre-service teachers.

(e.g., if teaching classes, which classes, graduate or undergraduate level)

How will selling this service not conflict with your DE duties?

This online course works well with my career as a CTE educator. Topics covered are topics I work with in CTE.

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

K Blatnick - Gagne  
Signature of Employee

Dennis Harden 9/4/2020  
Signature of Employee's DE Supervisor

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## Instructions:

The DE is a regulatory agency, as so defined in Iowa Code chapter 68B. This is the chapter of laws regarding ethical conduct of state agencies and state employees. As DE employees, we are prohibited from selling any goods or services (such as the service of teaching a class) to any person or entity that the DE regulates (such as, but not limited to, LEAs, AEAs, Community Colleges, and IHEs that offer practitioner preparation programs) without the prior written consent of the DE.

This is the form to be filled out by the DE employee who seeks such permission. In the space for explaining how selling the proposed service will not conflict with your DE duties, DO NOT state that this is “after hours.” This form assumes that the DE employee is not performing the outside work during DE hours. The purpose of the law is to assure the public that no regulated entity is either benefitting or hurt by hiring a DE employee to perform some service for the entity. So, please explain how your DE duties relate to the proposed outside employer. Examples are on the Ethics Board's Web site at <https://ethics.iowa.gov/iowa-department-education-consent-sales>.