

**September 26, 2022**

**11:00 am – 1:00 pm**

**Board Members Present:** Melissa Schaller, Jinger Gustafson, Louise Sundin, Drew Hildenbrand, Mary Frances Clardy, Jill Lofald, Christina Osorio

**Board Members Excused:** Nancy Antoine

**Staff:** Karen Schaub, Janet Pladson, Louise Sundin

**Guest:** Brian Severson-Hall (applicant for BOSA Board) and Kayla Koplisek (SMSU)

1. **CONVENE: The meeting was called to order by Vice Chair Schaller at 11:11 AM**
2. **Director Hildenbrand MOVED** to approve the agenda of 09/26/2022

**Director Clardy SECOND. MOTION CARRIED**.

1. **APPROVAL 08/22/2022 and 09/01/2022 MINUTES: Director Hildenbrand MOVED** to approve the minutes. **Director Clardy, SECOND. MOTION CARRIED**.
2. **Committee Reports:**
   1. **Licensing Committee:**
      1. **Variances:**
         1. **Director Osorio MOVED** to approve the request for a variance for Dr. Royond Hendricks. at Germain Immersion School, pending the school board meeting on 09/30/2022, for Director of SpecialEducation. **Director Schaller, SECOND. MOTION CARRIED.**
      2. **Professional Development & Program Review**
         1. Executive Director Schaub has been working with Capella University regarding their dropping of the Director of Special Education License.
      3. **Ethics Committee**-
         1. Three conduct cases moved forward for the licensing process.
         2. Two open cases are continuing.
         3. Two cases opened.
      4. **Legislative Committee –**
         1. Executive Director Schaub suggested bringing in a representative from the legislature to give a preview/update about upcoming legislation.
3. **MDE Report - None**
4. **Board Member Reports –** 
   1. Director Hillebrand asked about BOSA representation at association meetings and professional conferences. Executive Director Schaub reported that she is connecting with associations and attending conferences.
5. **Public Comments**- none
6. **Discussion Items –**

How does BOSA want to implement this mandate? Minn. Statute 122A.14 Subd. 9. Fee.

*Each person licensed by the Board of School Administrators shall pay the board a fee of $100, collected each fiscal year. When transmitting notice of the license fee, the board also must notify the licensee of the penalty for failing to pay the fee within the time specified by the board. The board may provide a lower fee for persons on retired or inactive status. After receiving notice from the board, any licensed school administrator who does not pay the fee in the given fiscal year shall have all administrative licenses held by the person automatically suspended, without the right to a hearing, until the fee has been paid to the board. If the board suspends a licensed school administrator for failing to pay the fee, it must immediately notify the district currently employing the school administrator of the school administrator's suspension. The executive secretary shall deposit the fees in the general fund.*

After much discussion, Director Hillebrand suggested forming a sub-committee of BOSA to work with Executive Director Schaub to bring forward a proposal(s) to BOSA.

1. **Business-**
   1. Request for approval of the 2023 Board Meeting dates.
      1. January 30th
      2. February 27th
      3. March 27th
      4. April 24th
      5. May 29th (Memorial Day) change to May 22nd
      6. June 26th
      7. July 31st
      8. August 28th change to August 21st, 4 pm Zoom *meeting for Variances and Ethics complaints only.*
      9. September 25th
      10. October 30th
      11. November 27th
      12. December 25th (Christmas) change to December 18th

**Director Lofald MOVED,** and **Director Hildenbrand SECOND** with amended dates of January 23, July 24, and October 23. The December date will be flexible with mode during December. **MOTION CARRIED**.

* 1. Reframing BOSA Plan – Update

Executive Director Schaub has been working with Barb Nichols, Independent Consultant, on a smaller scope of work (i.e., conduct limited stakeholder research – online survey, analysis, and report to BOSA).

1. **Executive Director’s Report**
   1. Office/Board Meeting Space
      1. Saint Paul Public Schools and Saint Paul College reached out to Executive Director Schaub to share their interest in space collaboration with BOSA.
   2. Administrative Assistant Position
      1. Nine applicants
         1. Screening interviews on 09/27/2022
   3. Tech Update
      1. Executive Director Schaub continues to work with Rich Westgard on electronic CEU technology. The idea is that technology will work together with each other.
   4. Fall Association Conferences
      1. See discussion above
   5. Legislative MN Administrator Report
2. **Vice Chair Schaller shared the remainder of BOAS Meeting Dates**
   1. October 31, November 23, December 12
3. **Adjournment**

**Director Clardy, MOVED** and **Director Hillebrand, SECOND. MOTION PASSED.**