

Minnesota Board of School Administrators

BOSA Monthly Meeting

Minnesota Department of Education Board Room CC13
1500 Highway 36 West, Roseville, MN 55113

April 14, 2014

12:30 p.m. – 2:00 p.m.

Board Members Present:

Nancy Antoine, Jean Haar, Kim Hartung, Deb Henton, Denise Kapler, Penny Kodrich, Mary Mackbee, Robert Meyer, Louise Sundin, James Rhodes/via Conference Call

Board Members Excused: None

Staff:

Kevin McHenry, Assistant Commissioner of Education
Fiona Ruthven, Asst. Attorney General & Counsel to the Board
Janet Mohr, Executive Director BOSA
Karen Millar, Administrative Assistant

Guests:

Harry McLenighan, Capella University

CONVENE: MEETING WAS CALLED TO ORDER AT 12:34 p.m.

- I. APPROVAL OF 04/14/2014 AGENDA:
JEAN HAAR MOVED TO APPROVE THE AGENDA. ROBERT MEYER SECOND.
MOTION CARRIED.
- II. APPROVAL OF 03/10/2014 MINUTES:
ROBERT MEYER MOVED TO APPROVE THE MINUTES. DENISE KAPLER SECOND.
MOTION CARRIED.
- III. EXECUTIVE DIRECTOR'S REPORT:

JANET MOHR reported on the following:

- Licensing activity
 - Professional development clock hours
 - Applications for Administrative Licensure
 - Verification of employment 2-5 years
 - STAR Report and Rules
- Ethics: Volume of calls is increasing
- University 5-year review
 - Southwest State University, Initial Review March 31st – April 1st

- University of MN – Duluth 5-year Review April 16th – April 17th
- Walden University, 5-year Review April 29th – April 30th
- Budget
 - Budget increase is included in House bill
 - Education organizations have been supportive of BOSA and have testified on our behalf.
- Legislative documents
 - Included for review.
- University Collaborative
 - Meeting on April 28th, 10:00 a.m. - 2:00 p.m. at MDE
- BOSA Large Work Group
 - Meeting on April 28th, 2:30 p.m. at MDE
- BOSA Web Site
 - Set for conversion to MNIT in June or July 2014
- BOSA administrative Fees
 - Coming in at slower rate – second mailing will be necessary
- Meetings attended
 - MASA Spring Conference
 - MDE Focus Group Teacher Observation & Feedback Training Toolkit
- BOSA's legislative platform and financial projections needed by September/October
 - Draft prepared by Spring Retreat – Identify date for retreat
 - Work on five-year plan

IV. COMMITTEE REPORTS:

- A. Ethics Committee Report:
 - a. Case load is getting larger
 - b. Reviewed 15 cases
 - c. Closed two cases
 - d. More information is needed for remaining cases.
- B. Legislative Committee Report:
 - a. Waiting for decision from Conference Committee on budget request
 - b. Most legislative information was in E. D. report.
- C. Communications Committee Report:
 - a. Working on communication to post on Web site
 - b. Possibly a postcard to communicate to MN administrators
 - c. Need to work on BOSA brochure
- D. Professional Development Committee Report:
 - a. SW State review is finished. Review committee recommends Board approve program.
 JEAN HAAR MOVED to grant initial approval to Southwest Minnesota State University for their administrative licensure program – superintendent, principal, and director of special education. KIM HARTUNG SECOND.
 Discussion: Is there a need for another program in the State of Minnesota?
 MOTION CARRIED.

E. Licensing Committee Report:

- a. DEB HENTON MOVED to approve a request for a personal variance for superintendent from Dean Shaver, Clearbrook/Gonvick ISD #2311 for HERBERT BENZ. BOB MEYER SECOND. MOTION CARRIED.
- b. PENNY KODRICH MOVED to approve the request for approval for DR. REV HILLSTROM to proceed with a program to earn alternative superintendent's licensure. BOB MEYER SECOND. MOTION CARRIED.
- c. DENISE KAPLER MOVED to approve the request for a letter of approval for a director of community education from Vern Koepp, Rush City School District #139, for LEE ROOD. BOB MEYER SECOND. MOTION CARRIED.

F. Executive Committee Report: No additional report.

V. MDE Report:

Kevin McHenry had to leave the meeting early. Janet Mohr reported briefly on his update. The teacher evaluation legislation – the summative teacher evaluation is required to be done by a licensed school administrator. This was the change this session that affects the Board of School Administrators.

Discussion: Safe and Supportive Minnesota Schools Act. Commissioner will work on policies to guide Minnesota schools. All schools will have to have bullying policy in place.

VI. Board Member Report: No report at this time.

VII. Public Comments: None.

VIII. Old Business: None.

IX. Licensure Matter (closed session) None.

X. New Business: None

XI. Adjournment:

ROBERT MEYER MOVED TO ADJOURN. KIM HARTUNG SECOND. MOTION CARRIED.

Meeting adjourned at 1:27 p.m.

Next Meeting, Monday May 12, 2014

Respectfully submitted by:

Karen L. Millar

Administrative Assistant