

Minnesota Board of School Administrators

BOSA Monthly Meeting

Minnesota Department of Education Board Room CC13

1500 Highway 36 West, Roseville, MN 55113

August 11, 2014

12:30 p.m. – 2:00 p.m.

Board Members Present:

Nancy Antoine, Tracine Asberry, Jean Haar, Kim Hartung, Deb Henton, Denise Kapler, Penny Kodrich, Mary Mackbee, Robert Meyer, Louise Sundin

Board Members Excused: N/A

Staff:

Fiona Ruthven, Asst. Attorney General & Counsel to the Board

Janet Mohr, Executive Director BOSA

Karen Millar, Administrative Assistant

Guests:

Harry McLenighan, Capella University

Mark Anderson, Capella University

CONVENE: MEETING WAS CALLED TO ORDER BY Mary Mackbee at 12:37 p.m.

I. APPROVAL OF 08/11/2014 AGENDA:

ROBERT MEYER MOVED TO APPROVE THE AGENDA. DENISE KAPLER SECOND. MOTION CARRIED.

II. APPROVAL OF 06/09/2014 MINUTES:

PENNY KODRICH MOVED TO APPROVE THE MINUTES WITH CORRECTIONS. ROBERT MEYER SECOND. MOTION CARRIED.

III. EXECUTIVE DIRECTOR'S REPORT:

- Welcome Tracine Asberry
 - Public school teacher; member of Minneapolis School Board
- Farewell Jim Rhodes
- BOSA Website Conversion to MNIT
 - Phase I – Move from TIES to MNIT September 1
 - Subsequent phases will address Compliance, Content & Design
- Budget FY15 – Handout

- **LOUISE SUNDIN MOVED to** approve the budget presented for FY15. **ROBERT MEYER SECOND. MOTION CARRIED.**
- Budget FY 16 and FY17 (FORM A) due September 15th
- Legislative Update
 - Met with Representative Mariani and Representative Norton. Discussed MN Statute 122A.14, Subp. 3 – Retired principals.
 - Meeting with Assistant Commissioner Elia Bruggeman, EL staff, MASA, MASSP, MASE to discuss EL legislation. EL legislation has implications for administrative CEUs and university preparation programs.
 - Meeting with legislative representative for school psychologist to discuss variance process.
- Committee Invitations
 - Teacher Development and Evaluation Implementation Advisory Committee, includes Principal Evaluation legislation
 - Minnesota Minority Education Partnership
 - Board members may be asked to attend some of these meetings
 - P-20 Work Group I (Governance) – First meeting 8/13
 - MASA
 - AMSD
 - Principal Association
- MDE Training Sessions – budget and legislative
- MASSP Conference – Board member Kim Hartung and Jan Mohr presented an overview of BOSA at principal’s conference in Brainerd on June 19th.
- BOSA administrative data and fee letter
- Licensing and Ethics work
- Upcoming Meetings
 - Education Association Directors – date TBD
 - MASA meeting
 - AMSD meetings
- Jim Rhodes will be coming to join the retreat at 2:00 to celebrate his service on the Board of School Administrators.

IV. COMMITTEE REPORTS:

I. COMMITTEE REPORTS

A. Ethics Committee:

Reviewed 32 cases

Approved 11 conduct reviews

Closed 4 cases

Remaining cases still to be investigated.

B. Legislative/Communications Committee:

Louise reported in her screening of legislative candidates this summer, she threw in a question about funding for BOSA and BOT. Representative Linda Slocum was very interested and will contact legislators already on board with this project. She will get her staff to start writing legislation to support the retention of all BOSA fees collected.

C. License Committee:

- DENISE KAPLER MOVED to approve a variance for Special Education Director for the Moorhead Area Public Schools #152 for Michele Mogen. ROBERT MEYER SECOND. Discussion: Ms. Mogen has worked in special education in the Moorhead district for 33 years and is currently enrolled in the leadership program at Moorhead State University. MOTION CARRIED.
- ROBERT MEYER MOVED to approve a renewal variance for Special Education Director for Rosemount/Apple Valley/Eagan District #196 for Daniel Wilson. DEB HENTON SECOND. Discussion: Since the last variance, Mr. Wilson has earned 9 credits from St. Mary's University. MOTION CARRIED.
- PENNY KODRICH MOVED to approve a variance for a K-12 Principal for Blue Earth Area Schools #2860 for Richard Schneider. ROBERT MEYER SECOND. Discussion: Mr. Schneider received a 2-year provisional license, which expired June 30, 2014. He is in the process of completing the educational requirements at Mankato State University and should complete the program by mid-year. Antoine, Asberry, Hartung, Henton, Kapler, Kodrich, Meyer, Sundin - Voted to approve; Haar abstained. MOTION CARRIED.
- DEB HENTON MOVED to approve a variance for K-12 Principal for Waubun-Ogema-White Earth School District # 435 for Laurie K. Johnson. ROBERT MEYER SECOND. Discussion: Although there were other qualified candidates for this position, the turnover rate in administrative positions has been so high, there has been little consistency in leadership. Ms. Johnson is a proven employee (a teacher in the district for 15 years) who would be willing to make a commitment to provide the leadership demanded by the community. MOTION CARRIED.
- ROBERT MEYER MOVED to approve renewal of a variance for Eagle Valley Schools #2759 for Barry A. Johnson. DEB HENTON SECOND. Discussion: Mr. Johnson is enrolled at St. Mary's University and has completed 9 semester credits since the previous variance. MOTION CARRIED.
- ROBERT MEYER MOVED to approve a variance for Superintendent for the Edgerton Public School District #581 for Keith R. Buckridge. DEB HENTON SECOND. Discussion: Mr. Buckridge has completed the program at Winona State University and holds a K-12 provisional license. There is no provisional license available for a superintendent position, so Mr. Buckridge must complete the Human Relations course work before a superintendent license can be granted. He is enrolled in the required courses beginning September 15, 2014. MOTION CARRIED.
- ROBERT MEYER MOVED to approve the renewal of a Letter of Approval for a Community Education Director for the Thief River Falls Area Schools #564 for Meg A. Kolden. DEB HENTON SECOND. Discussion: Ms. Kolden has earned 14 semester credits toward licensure since her previous renewal. MOTION CARRIED.
- DEB HENTON MOVED to approve the Alternative Superintendent license for Lori Volz. DENISE KAPLER SECOND. Discussion: Ms. Volz presented at an exit interview before a panel comprised of Janet Mohr, executive director of Minnesota Board of School Administrators; Diane Rauschenfels, Education

Administration Program professor at University of Minnesota Duluth; Deb Henton, superintendent of North Branch Area Schools; Kathy Green, District #1 director of the Minnesota School Board Association. Ms. Volz is currently the business manager of the Albert Lea Area Schools. MOTION CARRIED.

- DEB HENTON MOVED to approve a letter of application from Michelle Walker to enter into the process of approval for alternative superintendent licensure. ROBERT MEYER SECOND. Discussion: Requesting only to begin the work of creating a portfolio at this time. Ms. Walker has a 12-month time frame from the date the board approves to complete this process. MOTION CARRIED.

D. Professional Development/Program Review Committee: No report.

E. Executive Committee: No additional report.

V. **MDE Report:** No report at this time

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

VII. **Public Comments:**

Harry McLenighan: Since October, 2002, Harry has been a regular observer of the BOSA board on behalf of Capella University. Harry is retiring from Capella and will no longer be the university representative at BOSA meetings. Harry thanked the board for the kind treatment over the years and the many things that were learned from working with the Collaborative Committee and the BOSA board of directors. Board expressed appreciation of his participation as a public member.

VIII. **Old Business:** No report.

IX. **Licensure matters** (closed session): N/A

X. **New Business:** No report.

XI. **Adjourn:**

KIM HARTUNG MOVED to adjourn. ROBERT MEYER SECOND. MOTION CARRIED.

Meeting adjourned at 1:18 p.m.

Nest meeting – Monday, September 8, 2014

Respectfully submitted by:

Karen L. Millar

Administrative Assistant