

Minnesota Board of School Administrators

BOSA Monthly Meeting

Minnesota Department of Education Board Room CC13

1500 Highway 36 West, Roseville, MN 55113

July 13, 2015

12:30 p.m. – 2:00 p.m.

Board Members Present:

Nancy Antoine, Tracine Asberry, Deb Henton, Kim Hartung,
Mary Mackbee, Robert Meyer, Daniel Naidicz

Board Members Excused:

Denise Kapler, Jean Harr, Louise Sundin

Staff:

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

Janet Mohr, Executive Director BOSA

Karen Millar, Administrative Assistant

Guests:

N/A

CONVENE: MEETING WAS CALLED TO ORDER AT 12:35 p.m.

I. APPROVAL OF 07/13//2015 AGENDA:

TRACINE ASBERRY MOVED TO APPROVE THE AGENDA AS REVISED. ROBERT MEYER SECOND. MOTION CARRIED.

II. APPROVAL OF 06/08//2015 MINUTES:

ROBERT MEYER MOVED TO APPROVE THE MINUTES. TRACINE ASBERRY SECOND. MOTION CARRIED.

III. EXECUTIVE DIRECTOR'S REPORT:

- JANET MOHR reported on the following:
 - Congratulations to the Board Members reappointed by the Governor
 - Mary Mackbee Secondary Principal representative
 - Kim Hartung Higher Education Administrator representative
 - Denise Kapler Teacher representative
 - Welcome to Board Member Daniel Naidicz, Director of Special Education representative

- Board Retreat
 - August 10, 2015 from 9 a.m. to 4 p.m.
 - Ethics Committee will meet at 7:30 a.m.
 - ***New time discussed for Ethics – 9:00 a.m.***
 - Licensing Committee will meet at 8:30 a.m.
 - ***New time discussed for Licensing – 11:00 a.m.***
 - ***Board Retreat from 2:00 p.m. to 7:00 p.m.***
 - ***Board meeting at 12:30 p.m. to 1:30 p.m.***
- FY16 Annual Plan Agreement
 - Jim Roussin facilitator for board retreat
 - Board retreat planning meeting with Jim scheduled for July 14
 - Board retreat agenda – draft
 - MMB has available - Mad Management Assistance Development group for facilitation of meetings and training sessions.
- FY15 Annual Plan Agreement
 - Dr. Tracy Reimer revised the Administrative Licensure Program Approval Process document during the month of June.
 - The BOSA workgroup and the university collaborative will review the revisions prior to Board approval.
- FY15 and FY16 budgets will be reviewed at the August board meeting.
- FY16 IT projects will be reviewed with IT Governance Committee July 30th. This will include the online fee payment request and updates to the website.
- FY16 Fee Statement
 - Mailing sent on June 30, 2015
 - Paid for out of the FY15 budget
- MDE website has all the licensing changes from this legislative session posted. Jan will send link to board members for review of updated material.

IV. COMMITTEE REPORTS

A. Ethics Committee:

Reviewed 20 files

Closed 4 cases

2 Conduct Reviews approved

B. Licensing Committee:

- a. **DEB HENTON MOVED** to approve a Variance for Craig Mares, Farmington Area Schools as the Assistant Director of Special Education. **NANCY ANTOINE SECOND.** Discussion: This Variance request was brought to the Licensing Committee once before and was put on hold for more information from the Farmington School District. The information received was sufficient for the committee to move forward and recommend the approval to the full Board. **MOTION CARRIED.**
- b. **NANCY ANTOINE MOVED** to approve a Variance for Dena Hagan, Duluth Public Schools, ISD #708, as the Assistant Director of Special Education. **DEB HENTON SECOND.** Discussion: Dena is currently an elementary school teacher. She is working toward her Director of Special Education

license and will complete the program in December 2016. **MOTION CARRIED.**

c. **NANCY ANTOINE MOVED** to approve a Variance for Corey McKinnon, North Branch Public Schools, ISD #138, as a Community Education Director. **ROBERT MEYER SECOND.** Discussion: Job was posted and there were no other licensed applicants. **MOTION CARRIED** with one abstention by Deb Henton.

d. **ROBERT MEYER MOVED** to approve a second year Variance for Oscar Uribe, File Folder #481552, Rochester Public Schools, ISD 535 as K-12 Principal. **NANCY ANTOINE SECOND.** Discussion: Mr. Uribe is working with Winona State to finish up his licensure. Progress materials were received from Winona State with a recommendation that this Variance be granted. **MOTION CARRIED.**

e. **ROBERT MEYER MOVED** to approve a second year Letter of Approval for Lee Rood, Rush City Schools, ISD 139, as Community Education Director. **DEB HENTON SECOND.** Discussion: Mr. Rood is completing his coursework and progress toward licensure has been validated by the university. **MOTION CARRIED.**

C. Communications/Legislative Update: NONE

D. Professional Development Committee: NONE

E. Executive Committee: No further report.

V. **MDE REPORT:** NONE

VI. **BOARD MEMBER REPORT:** NONE

VII. **PUBLIC COMMENTS:** NONE

VIII. **OLD BUSINESS:** NONE

IX. **NEW BUSINESS:** NONE

X. **ADJOURN:**

ROBERT MEYER MOVED to adjourn. **TRACINE ASBERRY SECOND.**
MOTION CARRIED.

Meeting adjourned at 12:51 p.m.

Next Meeting – Monday, August 10, 2015

Respectfully submitted by
Karen L. Millar
Administrative Assistant