

# Minnesota Board of School Administrators

## BOSA Monthly Meeting

Minnesota Department of Education Board Room CC13

1500 Highway 36 West, Roseville, MN 55113

July 10, 2017

12:30 p.m. – 2:00 p.m.

### Board Members Present:

Kim Hartung, Deb Henton, Denise Kapler, Mary Mackbee,  
Robert Meyer, Tracy Reimer, Louise Sundin, Via Conference Call: Tracine Asberry

**Board Members Excused:** Nancy Antoine, Daniel Naidicz

### Staff:

Corinne Wright-MacLeod, Asst. Attorney General  
Janet Mohr, Executive Director  
Karen Millar, Administrative Assistant

### Guests:

Bill Wold, Capella University

CONVENE: MEETING WAS CALLED TO ORDER BY Chair Mary Mackbee at 12:33 p.m.

**I. APPROVAL OF 07/10/2017 AGENDA:**

BOB MEYER MOVED to approve the agenda. TRACY REIMER SECOND.  
MOTION CARRIED.

**II. APPROVAL OF 06/12/2017 MINUTES:**

KIM HARTUNG MOVED to approve the minutes. BOB MEYER SECOND.  
MOTION CARRIED.

**III. EXECUTIVE DIRECTOR'S REPORT – NO REPORT**

**IV. COMMITTEE REPORTS**

**A. Licensing Committee**

**MARY MACKBEE MOVED** to grant a Variance for Sean Cotherman for Director of Special Education on behalf of Minnesota Transitions Charter School #4017. **DEB HENTON SECOND.** Mr. Cotherman is enrolled in the U of MN and will begin his internship in the fall of 2017. **MOTION CARRIED.**

**KIM HARTUNG MOVED** to grant a Variance for Ms. Barbara Mackey for Director of Special Education on behalf of Northern Lights Academy (NLA) Cooperative, #6056-52. **DEB HENTON SECOND.** Ms. Mackey's anticipated completion date is May 2018. **MOTION CARRIED.**

**MARY MACKBEE MOVED** to grant a Variance for Ms. Cheryl Hirst for Director of Special Education on behalf of Roseau School District, ISD#682. **DEB HENTON SECOND.** Ms. Hirst will be attending Minnesota State University Moorhead. **MOTION CARRIED.**

**KIM HARTUNG MOVED** to grant a Variance for Ms. Amber Kulig for Director of Special Education on behalf of Hiawatha Valley Education District, #6013. Ms. Kulig's anticipated completion date of her licensure program is August 2017. **MOTION CARRIED.**

**KIM HARTUNG MOVED** to grant a Variance for Ms. Jennifer Froehlich for Director of Special Education on behalf of Waconia Public School District, ISD #110. Ms. Froehlich's anticipated completion date is May 2019. **MOTION CARRIED.**

**MARY MACKBEE MOVED** to grant a one-year extension to the initial two-year MN license for Ms. Dana Maney for a Director of Special Education License. **DEB HENTON SECOND.** Ms. Maney is expected to complete her licensure program in 2018. **MOTION CARRIED.**

**DEB HENTON MOVED** to grant a one-year extension to Ms. Cleva Jobe for her K-12 Principal License. She is a substitute principal for Saint Paul Public Schools. **KIM HARTUNG SECOND.** Ms. Jobe plans to complete the 125 CEU requirement for a 5-year renewal by June 2018. **MOTION CARRIED.**

**KIM HARTUNG MOVED** to grant a one-year extension to Ms. Diane Henning for her K-12 Principal License. She is a substitute principal for Anoka-Hennepin Public Schools. **MARY MACKBEE SECOND.** Ms. Henning plans to complete the 125 CEUs to meet the renewal requirement by June 2018. **MOTION CARRIED.**

**DEB HENTON MOVED** to grant a one-year extension to Mr. Eric Bartleson for his Superintendent License. **MARY MACKBEE SECOND.** Mr. Bartleson plans to complete the 125 CEUs required for renewal by June 2018. **MOTION CARRIED.**

B. Ethics Committee:

- a. Reviewed 7 conduct reports – 3 approved.  
4 conduct cases are waiting for more information.
- b. 6 new complaints presented – 5 cases opened.
- c. Reviewed 15 cases today.
- d. 20 cases remain active.

C. Communications/Legislative Update: No Report

D. Professional Development and Program Review: No Report

E. Executive Committee Report: No Report.

V. **MDE REPORT – NONE**

VI. **BOARD MEMBER REPORT: NONE**

VII. **PUBLIC COMMENTS: NONE**

VIII. **NEW BUSINESS: NONE**

IX. **OLD BUSINESS:** Janet Mohr

Handouts on 2017 Legislative Session. Janet touched briefly on the mandated reporting expected, the new PELSB agency and Tiered Licensing – all approved this Legislative Session.

**X. LICENSURE MATTERS: NONE**

**XI. ADJOURN:**

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

Meeting adjourned at 1:03 p.m.

Next meeting – Monday, August 13, 2017

Respectfully submitted by:

Karen L. Millar

Administrative Assistant