

Minnesota Board of School Administrators

BOSA Monthly Meeting

Minnesota Department of Education Board Room CC13

1500 Highway 36 West, Roseville, MN 55113

October 9, 2017

12:30 p.m. – 2:00 p.m.

Board Members Present:

Nancy Antoine, Tracine Asberry, Kim Hartung, Deb Henton, Mary Mackbee, Robert Meyer, Daniel Naidicz, Tracy Reimer, Louise Sundin

Board Members Excused: Denise Kapler

Staff:

Corrine 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 12:31 p.m.

- I. APPROVAL OF 10/06/2017 AGENDA:
ROBERT MEYER MOVED TO APPROVE THE AGENDA. TRACINE ASBERRY
SECOND. MOTION CARRIED.
- II. APPROVAL OF 09/11/2017 MINUTES:
TRACINE ASBERRY MOVED TO APPROVE THE MINUTES. NANCY ANTOINE
SECOND. MOTION CARRIED.

III. EXECUTIVE DIRECTOR'S REPORT

Janet Mohr reported on the following:

- 1) Financial Reports – Manager's Financial Report (handout)
- 2) Principal Development and Evaluation

Mr. Michael Coty, specialist within MDE's School Support Services, provided leadership and support for the development of the model principal evaluation system required in statute. He has also been instrumental in professional development resources for principals.

As stated in MDE's website - Understanding the crucial role principals play, directly and indirectly influencing student achievement, the Minnesota Department of Education (MDE) provides resources and direction to principals

and their supervisors for use in growth-focused principal development and evaluation, and for use in principals' work as instructional leaders.

Mr. Coty is going to provide us with an update on principal development.

3) Administrative License Extensions

The state teacher licensing system is in the process of redesign to update the operating system and to accommodate Tiered Licensing under the Professional Educator Licensing Standards Board (PELSB).

The operating system revisions will require extended time for teacher and administrator license renewals. Such as:

An active 5-year administrative license that includes a 5-year teaching license(s) renewable in 2018, will have a one (1) year extended expiration date. The new expiration date for this type of license will be June 30, 2019. The 125-clock hours for renewal will move forward to the new renewal date of June 30, 2019.

An active 5-year administrative license that includes a 5-year teaching license(s) correlated to the same expiration date and renewable in 2019, 2020, 2021, and 2022, will have a one (1) year extended expiration date. The new expiration dates for the years listed will be 2020, 2021, 2022, and 2023. The 125-clock hours for renewal will move forward to the new renewal dates.

Two-year administrative licenses will not have an extended expiration date. This includes the two-year professional and the two-year provisional.

An active 5-year administrative license without a teaching license(s) will not have an extended expiration date.

An active 5-year administrative license that is not correlated to the same expiration date as the teaching license(s) will not have an extended expiration date.

4) Concordia Site Visit

Concordia University St. Paul requested a program review of their Director of Special Education licensure program for Board consideration. A six member review committee visited Concordia University St. Paul on September 26, 2017. The review committee recommended suggestions to strengthen their program. On Thursday, October 5th, the executive director of BOSA met with the Ed.S. and licensure program faculty. They are working to address the areas suggested by the committee. The Professional Development Committee of the Board will be asked to review Concordia's program review at the November or December board of director's meeting and will make a recommendation to the full Board.

5) U.S. Department of Education, Expanding Opportunity through Quality Charter School Program (CSP) – Grants to State Entities.

BOSA will have the opportunity to work with the Minnesota Department of Education (MDE) Charter School Division, in the near future. MDE's grant application for funding was approved by the U.S. Department of Education. BOSA has been named in the grant to partner with the Charter School Division to

explore meaningful pathways towards educational leadership credentialing for charter school leaders. MDE Charter School Division will be providing BOSA with more clarity about the expectations and funding for BOSA.

6) MN Rule 3512 Review and Update

Dr. Gary Prest, Director of Administrative Licensure, Co-Coordinator of Education Policy and Leadership Programs, Co-Director of Urban Leadership Academy, continues to assist BOSA with proposed Rule revisions. We have met several times with stakeholder groups. BOSA's executive director recently attended the Rulemaking workshop and also met with a writing specialist in the Office of the Revisor of Statutes.

The Licensing Collaborative for Educational Administration will be meeting on Monday, October 23, 2017, to review proposed Rule revisions.

7) Transition

Dr. Anthony Kinkel will begin his employment as Executive Director of the Board of School Administrator, on Tuesday, October 17, 2017. Jan will be employed in a temporary employment position beginning Tuesday, October 17th to assist with the transition.

8) Minnesota Association of School Administrators Fall Conference

The executive director attended the Conference for one day, Monday, October 2, 2017.

9) Association of Metropolitan School Districts (AMSD)

At their meeting on Friday, October 6, 2017, AMSD awarded the 2017 Friend of Public Education Awards to Representative Sondra Erickson, Representative Jenifer Loon, Senator Carla Nelson, and Senator Eric Pratt. The awards were for their work on Tiered Licensing and the increase of 2% and 2% on the educational funding formula.

IV. COMMITTEE REPORTS

A. Licensing Committee:

NANCY ANTOINE MOVED to approve an application to begin the Alternative Licensure process for School Superintendent, pursuant to MN Rule 3512.0800, for Mr. Chad Maxa. **DAN NAIDICZ SECOND. MOTION CARRIED.**

DAN NAIDICZ MOVED to approve a request for Administrative Variance for Ms. Robin Francis for Director of Special Education, on behalf of Rosemount-Apple Valley-Eagan Schools, ISD #196, with the condition that the position be posted before the next variance is granted. **NANCY ANTOINE SECOND.** Ms. Francis is currently enrolled in the Director of Special Education licensure program and a doctoral program at Capella University. Ms. Francis anticipates a completion date in 2019.

NANCY ANTOINE MOVED to approve a request for Administrative Variance for Michelle Weidemann for K-12 principal on behalf of the Mabel-Canton School District, ISD#0238. **TRACINE ASBERRY SECOND.** Ms. Weidemann is enrolled in the K-12 Principal Licensure Program at St. Mary's University. Her anticipated completion date is December 2017. **MOTION CARRIED.**

TRACINE ASBERRY MOVED to approve a request for Administrative Variance for Ms. Lisa M. Gregoire, for K-12 Principal, on behalf of Southwest West Central Service Cooperative, Marshall, MN ISD #0991, with the condition that the position be posted

before a second variance is granted. **DEB HENTON SECOND. MOTION CARRIED.**

B. Ethics Committee:

- a. Reviewed 3 Conduct Reports – Approved 2
- b. Opened 4 new cases
- c. Closed 4 cases
- d. Currently 22 existing cases
4 cases will move on to hearings

C. Communications/Legislative Update: No Report

D. Professional Development and Program Review: No Report

E. Executive Committee: No further report.

V. **MDE Report: NONE**

VI. **BOARD MEMBER REPORT: NONE**

VII. **PUBLIC COMMENTS: NONE**

VIII. **NEW BUSINESS: NONE**

IX. **OLD BUSINESS: NONE**

X. **LICENSURE MATTERS: NONE**

XI. **ADJOURN:**

KIM HARTUNG MOVED to adjourn. TRACINE ASBERRY SECOND.
MOTION CARRIED.

Meeting adjourned at 1:39 p.m.

Next meeting – Monday, November 13, 2017

Respectfully submitted by:

Karen L. Millar

Administrative Assistant