

Minnesota Board of School Administrators

BOSA Monthly Meeting

Minnesota Department of Education Board Room CC13

1500 Highway 36 West, Roseville, MN 55113

December 11, 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:

Dr. Tony Kinkel, Executive Director
Janet Mohr, Retiring Executive Director
Karen Millar, Administrative Assistant

Guests:

Bill Wold, Capella University
Clay Keller, MDE, Div. Special Ed

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

- I. APPROVAL OF 12/11/2017 AGENDA:
BOB MEYER MOVED TO APPROVE THE AGENDA. TRACINE ASBERRY SECOND.
MOTION CARRIED.
- II. APPROVAL OF 11/13/2017 MINUTES:
TRACINE ASBERRY MOVED TO APPROVE THE MINUTES. DEB HENTON SECOND.
MOTION CARRIED.
- III. **COMMITTEE REPORTS:**
 - A. Licensing Committee
NANCY ANTOINE MOVED to approve a request for a Letter of Approval for Ms. DyAnn Stordahl for a Director of Community Education on behalf of East Grand Forks Public Schools, #0595-01. **DAN NAIDICZ SECOND. MOTION CARRIED.**

NANCY ANTOINE MOVED to approve a request for an Administrative Variance for a Director of Special Education for Ms. Karen Kerr on behalf of the Arts and Science Academy Charter School, Isanti, Minnesota. **DAN NAIDICZ SECOND.** Ms. Kerr will successfully complete the Exit process this month and be eligible for licensure.
MOTION CARRIED with one abstention by Louise Sundin.

MARY MACKBEE MOVED to approve a second Letter of Approval for Mr. Brian Marcus to continue as Director of Community Education on behalf of Walker-Hackensack-Akeley Schools #113. **DEB HENTON SECOND**. Brian is enrolled in an approved program and expected to complete the program within the three-year time line.

B. Ethics Committee

- a. Reviewed and approved 3 conduct reviews.
- b. Opened 3 new cases.
- c. Closed 2 cases.
- d. Currently have 14 active cases.
- e. Stipulation Agreement to review at today's meeting.

C. Communications/Legislative Update: No Report

D. Professional Development and Program Review:

KIM HARTUNG MOVED to approve a recommendation for MN State University Mankato Licensure Programs – Superintendent, K-12 Principal, Director of Special Education and Director of Community Education. TRACY REIMER SECOND. MOTION CARRIED.

E. Executive Committee: No Report

IV. EXECUTIVE DIRECTOR'S REPORT

A. Case Study on Sexual Harassment (see attachment)

B. Revising the 2017-2018 Budget

Dr. Kinkel recommended a reduction in the travel budget to save costs. It was proposed that board members further away than 50 miles (outside Metro area) would continue to submit mileage. Board members in the Metro area agreed to forego mileage for the balance of FY18. It was also recommended that food service for meetings be suspended.

TRACINE ASBERRY MOVED to approve the budget recommendations.
BOB MEYER SECOND. MOTION CARRIED.

C. Generating Fees

D. Progress on Revising MN Rule 3512

E. Resolution on Synchronizing Teacher & Admin Licenses

TRACY REIMER MOVED to approve the Resolution on Synchronizing Teacher & Admin Licenses as printed. NANCY ANTOINE SECOND. MOTION CARRIED.

F. Simplify Forms, i.e. Variance Form

G. Meeting with Governor's Chief of Staff

LOUISE SUNDIN MADE A MOTION to support the change in language to keep all fees collected. BOB MEYER SECOND. MOTION CARRIED.

H. Lapsed License

V. **MDE Report:** NONE

VI. **BOARD MEMBER REPORT:**

Board members present each expressed thanks and appreciation to Janet Mohr for her support and assistance, both during her time as executive director and as a colleague in years prior.

VII. **PUBLIC COMMENTS:**

Bill Wold of Capella University offered best wishes to Janet in the new chapter of life.

VIII. **NEW BUSINESS:** NONE

IX. **OLD BUSINESS:** NONE

X. **LICENSURE MATTERS:**

BOB MEYER MADE A MOTION to move to closed session. TRACINE ASBERRY SECOND. MOTION CARRIED. Session was closed at 2:10 p.m.

TRACINE ASBERRY MADE A MOTION to return to open session. BOB MEYER SECOND. MOTION CARRIED. Session was reopened at 2:20.

During the closed session, the MN Board of School Administrators adopted a Stipulation Agreement for Mr. Aaron J. Harper.

XI. **ADJOURN:**

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

Meeting adjourned at 2:21 p.m.

Next meeting – Monday, January 8, 2018

Respectfully submitted by:

Karen L. Millar

Administrative Assistant