

Board Members Present: Nancy Antoine , Mary Frances Clardy, Jill Lofald, Drew Hildenbrand, Christine Osorio, Melissa Schaller, Louise Sundin, Tracy Reimer, Scott Wallner, Jinger Gustafson

Board Members Excused:

Staff: Dr. Tony Kinkel, Executive Director,
Marquetta Stokes, Administrative Assistant
Dr. Bill Bjorum, Administrative Specialist for out-of-state candidates

CONVENE: MEETING WAS CALLED TO ORDER BY Chair, Nancy Antoine at 11:02a.m.

- I. **APPROVAL OF 4/26/2021 AGENDA: Name: Jill Lofald, MOVED to approve the agenda. Name: Louise Sundin, SECOND. MOTION CARRIED.**
- II. **APPROVAL OF 3/22/2021 MINUTES: Name: Tracy Reimer, MOVED to approve the minutes. Name: Jill Lofald, SECOND. MOTION CARRIED.**
- III. **Dr. Reimer’s review of the proposed revisions to Form E**
The board thanked Dr. Reimer for the work of the sub-committee and approved the new Form E to be used for re-accreditation purposes of university programs.
- IV. **Executive Director’s Report**
 - A. **How private vendors make money off of BOSA**
<https://eqlearn.com/bosa-approved-courses-for-school-administrator-relicensure/>
Louise Sundin, MOVED to approve the motion recommendation to add language to the BOSA CEU request form with a disclaimer that the BOSA logo cannot be used without prior approval. Drew Hildenbrand, SECOND. MOTION CARRIED.
 - B. Review of BOSA’s April’s Managers Financial Report
 - C. 2022 proposed New Odyssey Plan
Drew Hildenbrand, MOVED to approve the motion to move \$130,000 from fiscal year 2021 budget and put the money into the Oddesy plan. Mary Frances Clardy, SECOND. MOTION CARRIED.

D. Update on the new offices and board room renovations

E. Update on the 2021 BOSA Annual Fee Collections

A big thank you to Superintendent Christine Osorio's staff at ISD # 622 North St. Paul - Maplewood – Oakdale for helping BOSA perfect the payment site.

Dear superintendent:

The Board of School Administrators appreciated the prompt way your annual fees were paid last year. The fees for the 2020-21 school year are due starting April 1st, 2021. If your district pays the fees on behalf of its administrators, please have the staff person responsible for paying the fees click here:

<http://www.ohe.state.mn.us/BOSALicenseRenewal/OrgNum.cfm?Organization=0622-01>

To successfully complete the process, your staff will need:

- the file folder numbers of all administrators. Some of your administrators did not enter their file folder numbers last year and will have to be added to the system. File Folder numbers can be found at <https://public.education.mn.gov/LicenseLookup/educator>
- the personal email addresses of administrators. Personal emails will have to be added into the system unless the person does possess one or flatly refuses to provide one.

F. Policy Question---Does the highlight portion below apply to Minnesota licensed administrators who have let their license lapse but are working outside of Minnesota?

Subp. 4. **Lapsed license.** If an applicant allows a continuing license to lapse for more than 60 days **and the applicant is currently employed as an administrator or supervisor**, the applicant must obtain a variance from the board while the board renews the license.

Melissa Schaller, MOVED that Subp. 4 only applies to licensed administrators currently working in Minnesota. **Jill Lofald, SECOND. MOTION CARRIED.**

G. Policy question---Should we report the institution-specific numbers to the legislature when the Board releases its report

Jill Lofald, MOVED to motion to send the issue to the Legislative Committee. **Drew Hildenbrand, SECOND. MOTION CARRIED.** Abstained by board member Mary Clardy Frances.

H. Policy question-----Does the 80% rule apply to universities when they review out-of-state candidates?

Melissa Schaller, MOVED that the 80% rule also apply to universities that are reviewing out-of-state candidates for administrative license. Mary Frances Clardy, SECOND. MOTION CARRIED.

- V. **Marquette Stokes Report**
- VI. **Dr. Bill Bjorum's Report**
- VII. **COMMITTEE REPORTS**

a. Licensing Committee:

Scott Wallner, MOVED to approve a special superintendent license for John Christiansen, of Intermediate School District 917. **Christine Osorio, SECOND. MOTION CARRIED.**

Jill Lofald, MOVED to approve the variance extension until June 2022, for Drew Storley, Principal of Rosemount Apple Valley Eagan District 196. **Melissa Schaller, SECOND. MOTION CARRIED.**

Jill Lofald, MOVED to approve the variance extension until June 2022, for Michelle Kleist, Community Ed. of Chisago Lakes 2144. **Christine Osorio, SECOND. MOTION CARRIED.**

Christine Osorio, MOVED to approve the temporary variance for a lapsed license and clock hours, for Patrick Lofton., **Jill Lofald, SECOND. MOTION CARRIED.**

b. Ethics Committee:

1. conduct reviews: 8
2. total cases:
3. Revocation Hearing:

c. Communication/Legislative:

d. Professional Development/Program Review:

Mary Frances Clardy, MOVED to approve the variance for Noah Johnson, requesting a certificate for clock hours for the *Achieve 3000 BIE Leadership Conference*, which occurred over six months ago. **Louise Sundin, SECOND. MOTION CARRIED.**

- VII. **MDE Report: None**
- IX. **Public Comments: None**
- X. **New Business: None**
- XI. **Old Business: None**

XII. Adjournment

Nancy Antoine, MOVED to adjourn. Melissa Schaller, SECOND. MOTION CARRIED.

Meeting adjourned at 1:52 p.m.

Next Meeting – Monday, May 24, 2021

Respectfully submitted by Marquetta Stokes, Administrative Assistant