

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

Board Members Excused:

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

Public Guest: Allan Barr, Assistant Attorney General; Debby Odell, Licensing Director (PELSB)

I. CONVENE: MEETING WAS CALLED TO ORDER BY Chair, Nancy Antoine at 11:03 a.m.

II. APPROVAL OF 11/22/2021 AGENDA: Name: Melissa Schaller, MOVED to approve the agenda. Name: Drew Hildenbrand, SECOND. MOTION CARRIED. Roll Call Taken

Antoine	Aye	Clardy	Aye	Schaller	Aye	Sundin	Aye
Lofald	Aye	Wallner	Aye	Gustafson	Aye		
Osorio	Aye	Reimer	Aye	Hildenbrand	Aye		

III. APPROVAL OF 10/25/2021 MINUTES: Name: Jill Lofald, MOVED to approve the minutes. Name: Mary Frances Clardy, SECOND. MOTION CARRIED. Roll Call Taken

Antoine	Aye	Clardy	Aye	Schaller	Aye	Sundin	Aye
Lofald	Aye	Wallner	Aye	Gustafson	Aye		
Osorio	Aye	Reimer	Aye	Hildenbrand	Aye		

IV. Dr. Bill Bjorum’s Report on the review of out-of-state candidates seeking licensure. Board Agreed to keep procedures in place.

V. Executive Director’s Report

Final 2022 Board meeting Schedule

January 31, 2022 via Zoom

February 28, 2022

March 28, 2022

April 25, 2022

May 23, 2022

June 27, 2022

July 25, 2022

August 29, 2022 No Board Meeting

September 26, 2022

October 31, 2022

November 21, 2022

December 12, 2022 (if needed)

VI. Draft RFP (in conjunction with MNIT) to hire a private vender to upgrade and manage website, automate BOSA processes, and upgrade the fee collection system

VII. Review of Revised Executive Director’s Job Description

Mary Frances Clardy, **MOVED** to Approve. The revised Executive Director’s Job Description, Drew Hildenbrand, **SECOND. MOTION CARRIED. Roll Call Taken.**

Antoine Aye	Clardy Aye	Schaller Aye	Sundin Aye
Lofald Aye	Wallner Aye	Gustafson Aye	
Osorio Aye	Reimer Aye	Hildenbrand Aye	

VII. Marquette Stokes Report

VIII. Committee Reports:

a. Licensing Committee

Christine Osorio, MOVED to approve the appeal of the executive director’s decision to deny Curt Jaeger from using a licensed “director” at a private school instead of a “principal” for his 320 hours of Principal Field experience. **Melissa Schaller, SECOND. MOTION CARRIED. Roll Call Taken.**

Antoine Aye	Clardy Aye	Schaller Aye	Sundin Aye
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Lofald	Aye	Wallner	Aye	Gustafson	Aye
Osorio	Aye	Reimer	Aye	Hildenbrand	Aye

Scott Wallner, MOVED to deny Moorhead School District’s request to waive Minnesota Rule and allow Emily Smith to extend her provisional principal’s license. **Christine Osorio, SECOND. MOTION CARRIED. Roll Call Taken.**

Antoine	Aye	Clardy	Aye	Schaller	Aye	Sundin	Aye
Lofald	Aye	Wallner	Aye	Gustafson	Aye		
Osorio	Aye	Reimer	Aye	Hildenbrand	Aye		

Jill Lofald, MOVED to approve a variance for the Thief River Falls District 0564-01 to hire Holly Ward as a non-licensed Director of Special Education Director. **Melissa Schaller, SECOND. MOTION CARRIED. Roll Call Taken.**

Antoine	Aye	Clardy	Aye	Schaller	Aye	Sundin	Aye
Lofald	Aye	Wallner	Aye	Gustafson	Aye		
Osorio	Aye	Reimer	Aye	Hildenbrand	Aye		

Melissa Schaller, MOVED to approve a variance for Superintendent Licensure for Jennifer Backer-Johnson of LeRoy-Ostrander School District – 0499-01, for three weeks. **Christine Osorio, SECOND. MOTION CARRIED. Roll Call Taken.**

Antoine	Aye	Clardy	Aye	Schaller	Aye	Sundin	Aye
Lofald	Aye	Wallner	Aye	Gustafson	Aye		
Osorio	Aye	Reimer	Aye	Hildenbrand	Aye		

b. Ethics Committee

- 1. conduct reviews: 1
- 2. total cases: 4
- 3. dismissed: 0
- 4. Revocation Hearing: 0

- c. Communication/Legislative Update** Did not meet
- d. Professional Development/Program Review** Did not meet
- e. MDE Report** None
- f. Board Member Report** None
- g. Public Comments** None
- h. New Business** None
- i. Adjournment**

Right after Board meeting, there will be a Board Photo Shoot (Cancelled due to photographer under the weather).

Scott Wallner, MOVED to adjourn. Melissa Schaller, SECOND. MOTION CARRIED. Roll Call taken,

Antoine	Aye	Clardy	Aye	Schaller	Aye	Sundin	Aye
Lofald	Aye	Wallner	Aye	Gustafson	Aye		
Osorio	Absent	Reimer	Aye	Hildenbrand	Aye		

Meeting adjourned at 12:40 p.m.

Next Meeting – December 20, 2021

Respectfully submitted by Marquetta Stokes, Administrative Assistant