

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

Board Members Excused:

Staff: Karen Schaub, Marquette Stokes, Janet Pladson

Guests: Allen Barr, Assistant Attorney General

CONVENE: MEETING WAS CALLED TO ORDER BY Chair, Nancy Antoine at 11:09 a.m.
Board Chair Antoine open the meeting by stating; Today’s meeting was move to a zoom meeting because an in-person meeting or a meeting conducted under section 13D.015 or 13D.02 was not practical or prudent to be held because of a health pandemic or an emergency declared under chapter 12.

I. APPROVAL OF 5/23/2022 AGENDA: Jill Lofald, MOVED to approve the agenda.
Drew Hildenbrand, SECOND. MOTION CARRIED.

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

II. APPROVAL OF 4/25/2022 MINUTES: Mary Frances Clardy, MOVED to approve the minutes.
Drew Hildenbrand, SECOND. MOTION CARRIED.

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

Marquette Stokes Report

- a. GovDelivery website-share updates on new phase for BOSA’s website newsletter.
- b. BOSA Website-share staging site of the website progress.
- c. BOSA Payment system – update board how much money has been brought in as of March 23, 2022.

- d. BOSA audit spread sheet – BOSA will contact all districts with non-paid annual fees.

III. EXECUTIVE DIRECTOR’S REPORT

Karen Schaub reported on the following:

Welcome introduction of Dr. Janet Pladson, Out of State License Specialist

- a. Dr. Pladson has been logging all out of state inquires and correspondence, so far, she has taken in 15 inquires with six coming from Minnesota, four from Iowa and two from Wisconsin. Janet thank you for your work with BOSA inquires.

IV. COMMITTEE REPORTS

A. Licensing Committee: None

Scott Wallner, MOVED to approve the request for a one year variance for Fosston Public School, District, ISD 601 for Superintendent Todd Selk to complete licensure program. **Christine Osorio SECOND. MOTION CARRIED.**

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

Scott Wallner, MOVED to approve the request for a variance for BlueSky School Online for administrator Elizabeth O’Connell to extend renewing her license for one year to gain 125 clock hours. **Christine Osorio, SECOND. MOTION CARRIED.**

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

B. Ethics Committee:

- 2 Open conduct reviews
- 0 Cases dismissed
- 4 New cases
- 3 Case pending
- 14 Total cases

C. Communication/Legislative:

Board discusses BOSA newsletter and once it is up and running send newsletter notifications to the legislature; Higher Ed and all other administrative agencies. Newsletter to possibly go out two times per year and then quarterly.

D. Professional Development/Program Review:

Nancy Antoine, MOVED to recommend approval of the Capella University Site Review conditions have been meet. **Tracy Reimer, SECOND. MOTION CARRIED.**

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

E. MDE Report: None

F. Board Member Report:

G. Public Comments: None

H. New Business:

a. Public comments proposed process

- Discuss guidelines to review public comments.
- Remove the wording citizen complaint to say public comments on the BOSA website.
- Recommending a 3 minute per public Comment public speaking.
- Exe. Director Schaub to bring back to June meeting proposed process for the Board to approve.

b. BOSA Website request two Board members to work with us on making recommendation for changes to the website.

- Two board members to help BOSA staff with reviewing/updating BOSA website. Christine Osorio and Jinger Gustafson will help, during the summer of 2022.

c. Update on BOSA Annual Fee payments to date

- Administrative assistant will prepare a spread sheet of district/administrators who have not paid, and the Executive Director will notify school superintendents before June 30, 2022.

d. BOSA Board members terms expiration 1/2023.

- Mary Frances Clardy
- Jinger Gustafson
- Drew Hildenbrand

I. Old Business: None

MOTION Closed Session at 12:08 p.m.: Melissa Schaller, MOVED to go into a closed session to address ethics cases, two censure letters, one suspension letter and one revocation letter. **Jill Lofald, SECOND. MOTION CARRIED.**

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

The Board of School Administrators reconvened from closed session at 12:38 pm and took the following action.

The board voted to approve the letter of censure for Cory Van Briesen.

Antoine	Aye	Clardy	Aye	Schaller	Aye	Sundin	Not in favor
Lofald	Aye	Wallner	Aye	Gustafson	Aye		
Osorio	Aye	Reimer	Abstain	Hildenbrand	Abstain		

The board voted to approve the letter of censure for Eric Martinez.

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

The board voted to put Paul Durand on one year suspension.

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

The board voted to revocation of the license of Christianna Hang.

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

Tracy Reimer, MOVED to adjourn. **Christine Osorio, SECOND. MOTION CARRIED.**

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

Meeting adjourned at 12:40 p.m.

Next Meeting – Monday, June 27, 2022

Respectfully submitted by

Marquetta Stokes, Administrative Assistant