

January 23, 2023  
11:00 am – 1:00 pm

**Members Present:** Jinger Gustafson, Nancy Antoine, Melissa Schaller, Louise Sundin, Tracy Reimer, Drew Hildenbrand, Christine Osorio,

**Remote:** Jill Lofald

**Staff Present:** Karen Schaub, Janet Pladson

**Guests:** Richard Westgard and Brian Siverson-Hall

I. **Convene – The meeting was called to order by Chair Antoine at 11:02 a.m.**

II. **Director Schaller MOVED** to approve the agenda of 01.23.23

**Director Hildenbrand SECOND. MOTION CARRIED Roll Call Taken.**

Gustafson – Aye

Antoine – Aye

Schaller – Aye Sundin – Aye

Reimer-Aye

Hildenbrand – Aye

Osorio – Aye

III. **APPROVAL 12.12.22 of MINUTES: Director Reimer offered one amendment to the minutes.**

**Amended to read: Act for updates on actions to address information gained from surveys.**

**MOTION TO APPROVE AS AMENDED Director Gustafson. SECOND by Director Hildebrand. MOTION CARRIED. Roll Call Taken.**

Gustafson – Aye

Antoine – Aye

Schaller – Aye Sundin – Aye

Reimer-Aye

Hildenbrand – Aye

Osorio – Aye

IV. **Committee Reports**

a. **Licensing Committee –**

Director Lofald **MOVED** to deny the variance request for Tishanna Brown for Principal Licensure at this time. The applicant must demonstrate the appropriate administrative competencies before this variance is approved.

**Director Schaller, SECOND. MOTION CARRIED. Roll Call Taken.**

Gustafson – Aye

Antoine – Aye

Schaller – Aye Sundin – Aye

Reimer-Aye

Hildenbrand – Aye

Osorio – Aye

b. **Professional Development & Program Review**

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**Board Members**

**Chair:** Nancy Antoine

Dr. Scott Wallner, Dr. Jinger Gustafson, Jill Lofald, Mary Frances Clardy,  
Christine Osorio, Dr. Melissa Schaller, Dr. Tracy Reimer, Louise Sundin, Drew Hildenbrand

Capella University completed its program review with two conditions that are now ready for approval. Capella University sent a letter dated January 18, 2023, that provided clarification to address BOSA's two concerns:

1. a description of the contingency plan if a licensure program is discontinued
2. hiring of faculty to teach the director of special education program leading to licensure in Minnesota

**Motion by Director Antoine:** to Approve Cappella University 5-year Program Review.  
**SECOND by Director Gustafson. MOTION CARRIED. Roll Call Taken.**

Gustafson – Aye	Antoine – Aye	Schaller – Aye	Sundin – Aye
Reimer-Aye	Hildenbrand – Aye	Osorio – Aye	

**MOTION by Director Gustafson:** The termination of approving the six-month COVID-related internship extension after the end of the spring 2023 semester with the grandfathering in of interns previously granted the extension. **Director Antoine SECONDED. MOTION CARRIED. Roll Call Taken**

Gustafson – Aye	Antoine – Aye	Schaller – Aye	Sundin – Aye
Reimer-Aye	Hildenbrand – Aye	Osorio – Aye	

#### **c. Ethics Committee**

Director Hildebrand reported:

Six conduct reviews

None dismissed

2 opened

2 continued cases

#### **d. Legislation and Communications Committee- no meeting**

1. A meeting needs to be scheduled
2. Director Sundin asked whether those representing administrator organizations have requests for help or issues that BOSA Board needs to address
3. Legislatively, does BOSA need to look at anything specifically or seek support
4. Executive Director Schaub stated that she would be following up on the status of the BOSA Board appointees and follow up on the budget request
5. Director Osorio volunteered to be an additional Board member for the Legislation and Communications Committee

#### **V. MDE Report - NA**

#### **VI. Board Member Report**

Director Osorio brought greetings from former Administrative Support Marquetta Stokes.

## VII. Public Comments -- None

## VIII. Business

- a. Revised By-Laws –
  - i. First reading of by-law changes at 01-23-23 meeting, second reading at next meeting; the goal is for the bylaws to be clearer
  - ii. Ex. Director Schaub proposed that the annual meeting could be in February or move to March when new board members join us.
  - iii. Ex. Director Schaub also proposed that due to transitions of officers and learning the first year, recommended terms are two years, March – February, two years.
  - iv. Director discussion issues:
    - a. Timing of appointments and replacements
    - b. Does the appointment of new members need to be timeframe specific?
    - c. Maybe add a caveat, “it will be at said time, unless....”
    - d. Possible language, “annual meeting will be held/conducted yearly at the Board’s recommendation.
    - e. Chair Antoine asked for clarification on the term of the Board Chair, whether the position continues or is term-limited.  
Director Schaller stated that the term is unlimited but is looked at every two years.
- b. Minnesota Education Equity Partnership – Advancing Race Equity & Excellence (mneep.org)
  - i. Ex. Director Schaub provided the background that MNEEP wants a relationship with BOSA in creating micro-credentials for ESL leadership. Discussion:
  - ii. Around the question, “What problem are we trying to solve?”
  - iii. Impact on universities and their capacity
  - iv. What is the role of BOSA since we are a governor-appointed board and we support licensure
  - v. Universities do address the statute regarding EL
  - vi. Ex. Director Schaub and Directors Osorio and Gustafson will meet to clarify the MNEEP request.
- c. New CEU Application Update
  - i. Rich provided an update on the progress to date. The app will be sent to all Board members to try it.
- d. Other
  - i. Director Sundin requested the report of MN administrators and licensure status
  - ii. Director Sundin observed that BOSA needs a different logo

## IX. Executive Directors Report

- a. MN House Education Finance Committee Hearing -January 17, 2023

- i. Presentation attached – [Presentation](#)
  - ii. Congratulations to Rep. Mary Clardy, Vice Chair of the MN House Education Finance Committee
- b. Email up-date to all licensed Administrators. –
  - i. Will be mailed out in February.
  - ii. The purpose of the e-mail is to remind people to check licenses, about 7,000 with administrative licenses in the State of Minnesota, both active and inactive.
- c. Upcoming meeting to discuss BOSA's relationship with MDE and the New Commissioner of Education, Dr. Willie Jett. Ex. Director Schaub will bring together a small working group, including Director Osorio, Chair Antoine, and Vice Chair Schaller, to prepare what is needed for the Board. Director Sundin commended Ex: Director Schaub and her work to rebuild BOSA's relationship with MDE.
- d. Zoom Collaborative meeting scheduled for January 31<sup>st</sup>.
  - i. This Collaborative meeting will include University people and two people at MDE who work with principals.
  - ii. At one time, the Collaborative included the association directors, but no association directors will be at this meeting.
  - iii. About 50% of people are new.
- e. Other: PELSB is determining 2-3 final candidates for their Ex. Dir. Position
- f. Ex. Director Schaub has an individual's name to talk about our logo, website, etc. This will include having an outsider read the letters, communications, and PR
- g. MESPA Institute is February 1-3. BOSA will provide a session about the organization, purpose, services, etc.
- h. BOSA receives many inquiries regarding licensure, specifically going from the two-year to the five-year license -- 125 renewal hours not needed.
- i. Other:
  - i. Director Lofald stated that there was an editorial about School Boards and Public Comment in the Star Tribune on January 23, 2023

Chair Antoine expressed appreciation for Executive Director Schaub's work to build relationships with others as this does not happen by itself.

**v. Adjournment**

**Next Meeting February 27, 2023**

**11:00 am – 1:00 pm**