

April 24th, 2023



| Executive Director – Karen Schaub |
| 400 NE Stinson Blvd. | Minneapolis, MN 55413 | 651-582-8454 | <http://bosa.mn.gov> |

Board of School Administrators Board Meeting Agenda

DATE: April 24th, 2023

TIME: 11:00 AM – 1:00 PM

Members Present: Jinger Gustafson, Nancy Antoine, Melissa Schaller, Tracy Reimer, Drew Hildenbrand, Christine Osorio, Marty Fridgen, Brian Siverson-Hall Louise Sundin arrived at 11:45 am,

Remote: Jill Lofald

Staff Present: Karen Schaub, Janet Pladson, Gabby Caron

. Convene – The meeting was called to order by Chair Antoine at 11:02 AM. All votes will be roll call today.

I. Welcome to new and returning BOSA Board Members:

- a. Marty Fridgen** – Lake Elmo, MN
Classroom Teacher Representative
Effective: April 19, 2023
Term Expires: January 4, 2027

- b. Jinger Gustafson** – Minneapolis, MN
Higher Education Administrator
Representative
Effective: April 19, 2023
Term Expires: January 4, 2027

- c. Drew Hildenbrand** – Bemidji, MN
Secondary School Principal
Representative
Effective: April 19, 2023

Board Members

Chair: Nancy Antoine

Dr. Jinger Gustafson, Jill Lofald,
Christine Osorio, Dr. Melissa Schaller, Dr. Tracy Reimer, Louise Sundin, Drew Hildenbrand

Term Expires: January 4, 2027

- d. **Brian Siverson-Hall** – Minneapolis, MN
Community Education Director
Effective: April 19, 2023
Term Expires: January 5, 2026

- e. **All four Board members were sworn in.**

- II. **Approval of Agenda/Agenda Adjustment-** New Business Item B was pulled from the agenda. Director Hillenbrand **MOVED** to approve, and Director Sundin **SECOND, MOTION CARRIED.** Roll Call Vote Taken

Gustafson – Aye	Lofald – Aye	Osorio – Aye	Schaller – Aye	Reimer – Aye
Hildenbrand – Aye	Fridgen – Aye	Antoine - Aye	Siverson-Hall – Aye	Sundin-Absent

- III. **Approval of Minutes** – Director Gustafson **MOVED** to approve the minutes. Director Schaller, **SECOND. MOTION CARRIED.**

IV. Committee Reports

A. Licensing Committee

Director Schaller makes a **MOTION** to grant Windom Area Schools a variance to hire Kristine Flohrs Krafka, a non-licensed K-12 Principal. Ms. Kraft will complete her K-12 Principal License from Concordia University on August 23rd, 2023. Director Osorio **SECOND. MOTION CARRIED.**
Role Call Vote Taken -

Gustafson – Aye	Lofald – Aye	Osorio – Aye	Schaller – Aye	Reimer – Aye
Hildenbrand – Aye	Fridgen – Aye	Antoine - Aye	Siverson-Hall – Aye	Sundin-Absent

Director Schaller makes a **MOTION** to grant initial licensure to Tashina Brown for K-12 Principal. Director Osorio **SECOND. MOTION CARRIED.**
Roll Call Vote Taken -

Gustafson – Aye	Lofald – Aye	Osorio – Aye	Schaller – Aye	Reimer – Aye
Hildenbrand – Aye	Fridgen – Aye	Antoine - Aye	Siverson-Hall – Aye	Sundin-Absent

Director Lofald makes a **MOTION** to deny the variance request from Capella University for Cher Walker. Schaller **SECOND. MOTION CARRIED.**
Roll Call Vote Taken -

Gustafson – Aye	Lofald – Aye	Osorio – Aye	Schaller – Aye	Reimer – Aye
Hildenbrand – Aye	Fridgen – Aye	Antoine - Aye	Siverson-Hall – Aye	Sundin-Absent

- B. Professional Development and Program Review
 - Nothing to bring forward
- C. Ethics Committee
 - **Conduct Reviews – 8**
 - **Cases Open – 4**
 - **Cases Continued – 2**
 - **Complaints Needing More Information - 1**
- D. Legislation and Communications Committee- NA

V. MDE Report- NA

VI. Board Member Report- NA

VII. Public Comments- NA

VIII. Business

A. [Committee/Executive Committee Assignments](#)

- We will be looking at our committees and making possible changes.
- Director Schaller will become the new Chairperson, and Chair Antoine will be stepping down.
- If you would like to switch committees or change leadership in committees, this would be the time to look at this as we move forward in the coming year

B. Final CEU form Update- Pulled from Agenda

IX. Executive Directors Report

a. BOSA Office Move Up-date

Janice with MDE has been on vacation. We are hoping that once she returns, we will find out that the contract is ready to be signed.

The contract will be for 5 years

The lease amount per year will be increasing by \$7,000.00

b. BOSA Fee 2022-2023 Update

- the State of Minnesota requires Inactive Administrators to pay \$50.00, and Active Administrators are required to pay \$100.00
- For the school year 2023-2024, Director Karen would like the fee email to go out to Administrators in the fall rather than the spring.
- The email that went out to active and inactive Administrators provided a lot of clarity about how the Board of School Administrators serves and supports our Administrators

c. [Board Member's Handbook of Legal Issues, July 2022 Edition](#)

- Gabby continues to make updates to the handbook to reflect the most accurate information

X. Adjournment

Chair Antoine makes **Motion** to adjourn the meeting at 12:13 PM, Director Hildenbrand

SECOND. MOTION CARRIED. Roll Call Vote Taken -

Gustafson – Aye
Hildenbrand – Aye

Lofald – Aye
Fridgen – Aye

Osorio – Aye
Antoine - Aye

Schaller – Aye
Siverson-Hall – Aye

Reimer – Aye
Sundin- Aye

Next Meeting

May 22nd, 2023

11:00 AM – 1:00 PM