



| Executive Director – Karen Schaub |
| 2 Pine Tree Drive, Suite 306 | Arden Hills, MN 55112 | 651-582-8888 | bosa.mn.gov |

Board of School Administrators Board Meeting Minutes

DATE: August 21, 2023

TIME: 4:00 PM

Board Chair Schaller and Executive Director Schaub were present in room 306 A for the Board Meeting. Remaining Board members attended via Zoom.

I. Roll Call

- a. Antoine **Aye**
- b. Fridgen **Aye**
- c. Gustafson **Aye**
- d. Hildenbrand **Aye**
- e. Lofald **Absent**
- f. Osorio **Aye**
- g. Reimer **Aye**
- h. Schaller **Aye**
- i. Siverson-Hall **Aye**
- j. Sundin **Aye**

Staff Present: Executive Director Schaub, Licensing Specialist Dr. Pladson

Guest: Lizzie Reetz, Northeast Metro 916 joined at 4:18 p.m.

II. Agenda Adjustment/Approval of Agenda

- a. Today's meeting will be via Zoom; roll call vote for all votes.
- b. Modification to add one more variance to the agenda – **Director Antoine** motioned to **APPROVE** agenda as modified.
- c. **SECOND** by **Director Osorio**.
 - i. **Roll Call Vote:**
 1. Antoine **Aye**
 2. Fridgen **Aye**
 3. Gustafson **Aye**
 4. Hildenbrand **Aye**
 5. Lofald **Absent**

6. Osorio **Aye**
7. Reimer **Aye**
8. Schaller **Aye**
9. Siverson-Hall **Aye**
10. Sundin **Aye**

Abstain:

MOTION PASSED

III. Approval of Minutes - Minutes from July 24, 2023

Director Schaller MOVED to APPROVE the minutes from 7/24/2023. **SECOND by Director Sundin.**

Ethics committee correction – accept change. Completed 14 conduct reviews and all licenses will be processed. 3 complaints were dismissed, 4 cases are open and continuing.

I. Roll Call Vote:

- a. Antoine **Aye**
- b. Fridgen **Aye**
- c. Gustafson **Aye**
- d. Hildenbrand **Aye**
- e. Lofald **Absent**
- f. Osorio **Aye**
- g. Reimer **Aye**
- h. Schaller **Aye**
- i. Siverson-Hall **Aye**
- j. Sundin **Aye**

Abstain:

MOTION PASSED

IV. **Committee Reports**

a. Ethics Committee

- i. Conduct Review -3
- ii. The Ethics Committee will meet later this month to continue their work.
- iii. Report: 3 applications processed for licensure, 4 cases?

b. Licensing

- i. **Director Osorio MOVED to APPROVE** the request from **Mounds View Public Schools** for a variance for the Director of Special Education for **Paul Olson (#435710)**. Mr. Olson will work as an Assistant Director of Special Education. He has over 14 years of district-wide administrator and is attending State University Mankato with an accomplished date of Spring 2024.
Director Schaller SECOND.

Roll Call Vote:

- a. Antoine **Aye**
- b. Fridgen **Aye**
- c. Gustafson **Aye**
- d. Hildenbrand **Aye**
- e. Lofald **Absent**
- f. Osorio **Aye**
- g. Reimer **Aye**
- h. Schaller **Aye**
- i. Siverson-Hall **Aye**
- j. Sundin **Aye**

Abstain:

MOTION PASSED

- ii. **Director Siverson-Hall MOVED to APPROVE** the request for **Eastern Carver County Schools** for a variance for **Danielle Fields (#3485328)** for Director of Special Education. Ms. Fields had the experience needed for the position. She is currently enrolled in the University of Minnesota with an accomplished date of December 2024.

Director Schaller SECOND.

Roll Call Vote:

- a. Antoine **Aye**
- b. Fridgen **Aye**
- c. Gustafson **Aye**
- d. Hildenbrand **Aye**
- e. Lofald **Absent**
- f. Osorio **Aye**
- g. Reimer **Aye**
- h. Schaller **Aye**
- i. Siverson-Hall **Aye**
- j. Sundin **Aye**

Abstain

MOTION PASSED

- iii. **Director Schaller MOVED to APPROVE** the request for **Rosemount-Apple Valley-Eagan Public Schools #196** for a variance for **Michelle Fielder (#463693)** for a Director of Special Education License. Her title will be the Early Childhood Education Assistant Administrator. Ms. Fielder had the skill set needed for the position. She is currently enrolled in the University of Moorhead State with a date of December 2023. These motions will be processed once Executive Schaub receives School Board Minutes.

Director Osorio SECOND

Roll Call Vote:

- a. Antoine **Aye**
- b. Fridgen **Aye**
- c. Gustafson **Aye**
- d. Hildenbrand **Aye**
- e. Lofald **Absent**
- f. Osorio **Aye**
- g. Reimer **Aye**
- h. Schaller **Aye**
- i. Siverson-Hall **Aye**
- j. Sundin **Aye**

Abstain:

MOTION PASSED

- iv. **Director Siverson-Hall MOVED to APPROVE the Intermediate School District #917 request for a variance for Amanda Jo Boehmer (#482025) for Director of Special Education. She will serve as the Dean of Special Education. Ms. Boehmer has experience in ISD917 and has the skill set needed to do the job. She is currently enrolled in the University of Minnesota with an accomplished date of Fall 2024.**

Director Oorio SECOND.

Roll Call Vote:

- a. Antoine **Abstain**
- b. Fridgen **Aye**
- c. Gustafson **Aye**
- d. Hildenbrand **Aye**
- e. Lofald **Absent**
- f. Osorio **Aye**
- g. Reimer **Aye**
- h. Schaller **Abstain**
- i. Siverson-Hall **Aye**
- j. Sundin **Aye**

Abstain: Chair Schaller abstained. Director Antoine abstained.

MOTION PASSED

- v. **Director Osorio MOVED to Approve the Intermediate School District #916 request for a variance for the Director of Special Education for Melissa Susan Kubousek (#423287). She will serve as the Dean of Special Education. Ms. Kubousek is enrolled at St. Mary's University and will finish her program in June 2024.**

Director Silverson-Hall SECOND.

Roll Call Vote:

- a. Antoine **Aye**
- b. Fridgen **Aye**
- c. Gustafson **Aye**
- d. Hildenbrand **Aye**
- e. Lofald **Absent**
- f. Osorio **Aye**
- g. Reimer **Aye**
- h. Schaller **Aye**
- i. Siverson-Hall **Aye**
- j. Sundin **Aye**

Abstain:

MOTION PASSED

- vi. **Director Osorio MOVED to APPROVE** the request for **Marshall Public Schools** for a variance for **Jeremy Williams (#396079)** for Director of Community Education. Mr. Williams is the Superintendent of Marshall School District and will supervise the new Coordinator of Community Education until he is licensed.

- vii. **Director Siverson-Hall SECOND**

Roll Call Vote:

- a. Antoine **Aye**
- b. Fridgen **Aye**
- c. Gustafson **Aye**
- d. Hildenbrand **Aye**
- e. Lofald **Absent**
- f. Osorio **Aye**
- g. Reimer **Aye**
- h. Schaller **Aye**
- i. Siverson-Hall **Aye**
- j. Sundin **Aye**

Abstain:

MOTION PASSED

- viii. **Director Siverson-Hall MOVED to APPROVE** the request for **Warroad Public Schools** for a variance for the Director of Special Education for **Tracy Bergstrom (#361733)**. Ms. Bergstrom is completing her Minnesota State University - Moorhead licensing program by August 2024.

- ix. **Director Schaller SECOND**

Roll Call Vote:

- a. Antoine **Aye**
- b. Fridgen **Aye**
- c. Gustafson **Aye**

- d. Hildenbrand Aye
- e. Lofald Absent
- f. Osorio Aye
- g. Reimer Aye
- h. Schaller Aye
- i. Siverson-Hall Aye
- j. Sundin Aye

Abstain:

MOTION PASSED

c. Professional Development and Program Review

Nothing to bring forward for discussion.

- 1. Alt Pathway for Superintendent – What does this process entail?
- 2. How do administrative preparation programs update content to include new legislative information?
- 3. Comment – example, Read Act, how this fits into preparation programs.

V. MDE Report

- a. NA

VI. Board Member Report

- a. Antoine – first day with students!

VII. Public Comments

- a. NA

VIII. Business

- a. Determine the date for the 2023-24 BOSA Fee payment. Fiscal years begin July 1 – we can work with anyone who is concerned about it.
- b. November is the date the fee payment will be sent to members.
- c. Open in September following year.
- d. **Director Osorio MOVED to APPROVE** a second Board of School Administrators Board meeting on August 31, 2023, at 4:30 PM via Zoom. **MOTION SECOND by Director Antoine.**

Roll Call Vote:

- a. Antoine Aye
- b. Fridgen Aye
- c. Gustafson Aye
- d. Hildenbrand Aye
- e. Lofald Absent
- f. Osorio Aye
- g. Reimer Aye
- h. Schaller Aye
- i. Siverson-Hall Aye

j. Sundin **Aye**

Abstain:

MOTION PASSED

IX. Executive Directors Report

- a. **Welcome to Allyson Wilms**, BOSA Office and Administrative Specialist
 - i. Starts Wednesday, August 23, 2023
 - ii. She has her BS in Elementary Education & Middle School Language Arts and has taught for four years. Allyson comes to us from Lindamood-Bell Learning Processes.
- b. Attended - MSBA Summer Leadership Seminar, LEAD Conference, and Duluth Program Review for Community Education
- c. Chair Schaller and Dr. Janet Pladson will be meeting with the Executive Director of PELSB, Yelena Bailey, and Board Chair Angela Osuji on Tuesday, August 29th
- d. Preparing for Alt. Pathways Superintendent Panel.
- e. Meeting with the University of Superior for Licensing.

X. Adjournment – Motion – Antoine, Second - Osorio, Motion PASSED.

Next Meeting

Zoom

August 29, 2023

4:00 PM - 5:00 PM