



| Executive Director – Karen Schaub |

| 2 Pine Tree Drive, Suite 306 | Arden Hills, MN 55112 | 651-582-8888 | [bosa.mn.gov](http://bosa.mn.gov) |

### Committee Meetings

**ETHICS COMMITTEE – 8:00 AM - 10:00 AM - Rm E306**

- Closed Meeting/No Public

**LICENSING COMMITTEE – 10:00 AM - 11:00 AM - Rm E304**

[Zoom Link](#)

Passcode: 525991

**PROFESSIONAL DEVELOPMENT AND PROGRAM REVIEW COMMITTEE – 11:00 AM - 12:00 PM - Rm E306**

[Zoom Link](#)

Passcode: 606838

## **Board of School Administrators Board Meeting Minutes**

**DATE:** June 24, 2024

**ROOM:** E304

**TIME:** 12:00 PM - 1:00 PM

[Zoom Link](#)

**Passcode:** 144742

The public is welcome to attend in-person at the above address. All board members are attending in-person.

### **I. Roll Call**

**a. Board Member:**

- i. Antoine **Present**
- ii. Fridgen **Present**
- iii. Gustafson **Present**
- iv. Hildenbrand **Present**
- v. Lê **Present**
- vi. Lofald **Present**
- vii. Osorio **Present**
- viii. Reimer **Present**
- ix. Schaller **Present**
- x. Siverson-Hall **Present**

**b. Staff Present:** Executive Director Karen Schaub, Licensing Specialist Janet

Pladson, CEU Specialist Gabby Caron, Administrative Assistant Allyson Wilms

c. **Guest(s):** NA

## II. **Agenda Approval/Agenda Adjustments/Minutes Approval**

- a. Board Member Hildenbrand moved to APPROVE the agenda, any agenda adjustments, and the [May 20, 2024 Minutes](#).
- b. Board Member Antoine second.
- c. Motion PASSED

## III. **Committee Reports**

- a. Ethics Committee
  - i. Cases Reviewed: 5
  - ii. Cases Opened: 3
  - iii. Cases Closed: 2
  - iv. In Process: 9
- b. Licensing
  - i. Board Member Schaller moved to APPROVE a variance request from Brainerd Public Schools #181 for Peter Grant (#247477), a retired administrator, to obtain a Superintendent License.
    1. Board Member Osorio second.
    2. Motion PASSED.
  - ii. Board Member Siverson-Hall moved to APPROVE a variance request from River Bend Education District #6049 for Stephanie Ross (#461028) to obtain a Principal K-12 License.
    1. Board Member Lofald second.
    2. Abstain: Antoine
    3. Motion PASSED.
  - iii. Board Member Schaller moved to APPROVE a variance request from Redwood Area School District #2897 for Aaron Lindahl (#475352) to obtain a Principal K-12 license.
    1. Board Member Osorio second.
    2. Motion PASSED.
  - iv. Board Member Siverson-Hall moved to APPROVE a variance request from Southwest West Central Service Cooperative #991 for Hannah Hanson (#443023) to obtain a Director of Special Education License.
    1. Board Member Schaller second.
    2. Motion PASSED.

- v. Board Member Lofald moved to APPROVE a variance request from Northfield Public Schools (#326047) for Raymond Coudret (#326047) for a K-12 Principal license.
    - 1. Board Member Osorio second.
    - 2. Abstain: Antoine
    - 3. Motion PASSED.
  
  - vi. Board Member Osorio moved to APPROVE a variance extension request from Intermediate School District #917 for Amanda Boehmer (#482025) for a Director of Special Education license.
    - 1. Board Member Siverson-Hall second.
    - 2. Abstain: Antoine
    - 3. Motion PASSED.
  
  - vii. Board Member Siverson-Hall moved to APPROVE a variance request from Goodhue County Education District #6051 for Kayla Awolope (#475233) for a Director of Special Education license.
    - 1. Board Member Lofald second.
    - 2. Motion PASSED.
  
  - viii. Board Member Siverson-Hall moved to APPROVE a variance request from Marshall Public Schools #413 for Bennett Appel (#516299) for a Principal K-12 license as an Assistant Principal.
    - 1. Board Member Lofald second.
    - 2. Motion PASSED.
  
  - ix. Discussed [Administrative Variance for a Lapsed License DRAFT](#) and will bring forward for approval at a later date.
- c. Professional Development and Program Review
- i. Discussion: 80% for Licensure

**IV. MDE Report**

**V. Board Member Report**

- a. Siverson-Hall: Hosted Officer Mitchell's Memorial Service

**VI. Public Comments**

**VII. Discussion Topic - AI: how can BOSA use this as a tool?**

- a. Update on the MN Thought Leaders' Summit - The Learner Experience in the Age of AI - June 17, 2024

**VIII. Business**

- a. Budget Update
  - i. [FY 2024 Budget](#)
  - ii. [FY 2025 Budget](#)
  
- b. Teacher and Paraprofessional Compensation Working Group, MN Legislation, requirement
  - i. [Supplemental Education Budget Bill](#) (Lines 65.6-67.4 and 65.23-66.4)
  - ii. Process Recommendation;
    - 1. Sent an email to the following asking for recommendations for committee members, recommendations:
      - a. MN Association of School Administrators(MASA)
      - b. MN Community Education Association (MCEA)
      - c. MN Association of School Business Offices (MNASBO)
    - 2. BOSA Board approves in July or August
  
- c. Website Update
  - i. [Website Formatting Spreadsheet](#)
  
- d. Newsletter- *draft*
  - i. August newsletter draft- This was emailed separately to each board member.
  
- e. 2024 New State Seal/Flag
  - i. New flag ordered
  - ii. Do we want to purchase a new seal for the office? The cost is approximately \$115.
    - 1. [Black and White Oak](#)
    - 2. [Color Oak](#)

**IX. Executive Director's Report**

- a. Fee Update - Plan for the summer
  - i. Paid Administrators- 4,183
  - ii. Retired or inactive- 1,201
  - iii. Total payments received: 5,384 out of 7,557 (new # as of June 2024)
  - iv. Total fees collected so far: \$444,400
    - 1. \$29,250 were late payments from 2022-2023
  - v. The last reminder letter is going out in June.
    - 1. [BOSA Annual Fee Flowchart](#)
  
- b. READ Act Administrative CEUs - Going out June 25, 2024
  
- c. [BOSA Event Banner](#) -any suggestions before we purchase?

**Next Meeting**  
**July 22, 2024**  
12:00 PM – 2:00 PM