



| 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**

- Closed Meeting/No Public

**LICENSING COMMITTEE – 2:00 PM - 3:00 PM**

[Zoom Link](#)

Passcode: 626451

**PROFESSIONAL DEVELOPMENT AND PROGRAM REVIEW COMMITTEE – 3:00 PM - 4:00 PM**

[Zoom Link](#)

Passcode: 815945

## **Board of School Administrators Board Meeting Agenda**

**DATE:** August 19, 2024

**TIME:** 4:00 PM - 6:00 PM

[Zoom Link](#)

**Passcode:** 471975

- I. **Approval of Agenda/Agenda Adjustment/Approval of Minutes/Roll Call**
  - a. [July 22, 2024 Minutes](#)
  
- II. **Committee Reports**
  - a. Ethics Committee
    - i. Cases Reviewed:
    - ii. Cases Opened:
    - iii. Cases Closed:
  
  - b. Licensing
    - i. Variance Requests:
      1. Eastern Carver County Schools #112 seeks a variance extension for Danielle Fields (#485328) to obtain a Special Education Director License.

- c. Professional Development and Program Review
  - i.

**III. MDE Report**

**IV. Board Member Report**

**V. Public Comments**

**VI. Discussion Topic- none**

**VII. Business**

- a. [Proposed 2025 BOSA Board Meeting Dates](#)
- b. [BOSA Bylaw Changes and Recommendations](#) - for September Meeting discussion
  - i. Officers to be elected in June and start in July
  - ii. Annual Meeting and Annual Report would take place in September instead of February.

**VIII. Executive Director's Report**

- a. August Newsletter - any feedback?
  - i. 45 administrators viewed the link [on how to update the email associated with their license\(s\)](#).
  - ii. 5 administrators unsubscribed to the BOSA Newsletter
  - iii. 3 administrators reached out requesting more information relating to their individual situations and the August Newsletter.
- b. [AGO Board Manual with Revisions for 2024](#)

**Tentative Meeting**  
**September 4, 2024**  
4:00 - 5:00 PM  
via Zoom

**September Meeting**  
**September 23, 2024**  
12:00 - 2:00 PM  
in-person