



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

Committee Meetings

ETHICS COMMITTEE – 8:00 AM - 10:00 AM

- Closed Meeting/No Public

LICENSING COMMITTEE - 10:00 AM - 11:00 PM

[Zoom Link](#)

Passcode: 733824

STE 306

PROFESSIONAL DEVELOPMENT AND PROGRAM REVIEW COMMITTEE - 11:00 AM - 12:00 PM

[Zoom Link](#)

Passcode: 785984

STE 306

Board of School Administrators Board Meeting Minutes

DATE: December 16, 2024

TIME: 12:00 PM - 2:00 PM

[Zoom Link](#)

Passcode: 071476

BOSA Office - STE 306

All Directors are attending via Zoom, except for Director Tucci Osorio, Reimer, and Gustafson who is attending in-person. The Board will be completing a roll call vote for each agenda item.

The Board Meeting was called to order at 12:02 PM.

I. Roll Call

a. Director:

- i. Antoine Aye
- ii. Fridgen Aye
- iii. Gustafson Aye
- iv. Hildenbrand Aye
- v. Lê Aye
- vi. Lofald Aye
- vii. Tucci Osorio Aye

- viii. Reimer Aye
- ix. Schaller Aye
- x. Siverson-Hall Aye
- b. **Staff Present:** Executive Director Karen Schaub, Licensing Specialist Janet Pladson, and Administrative Assistant Allyson Wilms
- c. **Guest(s):** NA

II. Approval of Agenda/Agenda Adjustment/Approval of Minutes

- a. Director Tucci Osorio moved to approve the agenda and the [November 25, 2024 Minutes](#)
 - i. Second by Director Hildenbrand.
 - ii. Roll Call Vote:
 - 1. Antoine Aye
 - 2. Fridgen Aye
 - 3. Gustafson Aye
 - 4. Hildenbrand Aye
 - 5. Lê Aye
 - 6. Lofald Aye
 - 7. Tucci Osorio Aye
 - 8. Reimer Aye
 - 9. Schaller Aye
 - 10. Siverson-Hall Aye
 - iii. Motion PASSED

III. Committee Reports

- a. Ethics Committee
 - i. Director Gustafson will be replacing Director Reimer's position on the Ethics Committee.
 - ii. 3 Conduct Reviews
 - iii. Dismissed 5 Complaints
 - iv. Reviewed 15 Cases
 - v. 0 Cases Opened
 - vi. 0 Cases Closed
- b. Licensing
 - i. Variances
 - 1. Director Siverson-Hall moved to approve a variance for Sarah Pylvanen (#421226) for McGregor Public Schools #4 to obtain a Superintendent License.
 - a. Second by Director Tucci Osorio.
 - b. Roll Call Vote:
 - i. Antoine Aye
 - ii. Fridgen Aye
 - iii. Gustafson Aye

- iv. Hildenbrand Aye
- v. Lê Aye
- vi. Lofald Aye
- vii. Tucci Osorio Aye
- viii. Reimer Aye
- ix. Schaller Aye
- x. Siverson-Hall Aye

c. Motion PASSED

2. Director Schaller moved to approve a variance for Klint Willert (#419327) for Pipestone Area School District #2689 to obtain a Community Education Director License. This variance would be granted for six months and can be extended for an additional six months. The District is to update the Board on the job position's status by June 1, 2025. BOSA recommends posting the Director of Community Education position on the Minnesota Community Education Director Association's website to attract more candidates. If the District does not hire a Director of Community Education, Mr. Willert is encouraged to enroll in a licensure program.

a. Second by Director Siverson-Hall.

b. Roll Call Vote:

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

c. Motion PASSED

ii. Discussion Item

1. Advising administrators and districts to ensure licenses are renewed and up to date.

c. Professional Development and Program Review

i. St. Cloud State University Form E

1. A draft of Form E has been sent to St. Cloud State and the Program Review Team. More to come at the January Board Meeting.

ii. Concordia SPED Director Licensure Addition

1. Concordia University will be adding their Special Education Director License back to their offered programs. The Professional Development and Program Review Committee will be reviewing Concordia's documentation for their program within the upcoming year.

IV. MDE Report

V. Board Member Report

VI. Public Comments

VII. Discussion Topic

- a. NA - There were no discussion topics for today's meeting.

VIII. Business

- a. NA - There were no business topics for discussion at today's meeting.

IX. Executive Director's Report

- a. 2024-2025 BOSA Annual Fee
 - i. The BOSA Annual Fee is still in the works. More information to come.
- b. Winter Newsletter
 - i. BOSA Staff will be sending the Winter Newsletter before the end of the year.
- c. MASA Board Meeting Invite
 - i. Executive Director Schaub got the chance to have many meaningful conversations with administrators at the December MASA Board Meeting.
- d. MESPA and MASSP BOSA Presentation
 - i. Executive Director Schaub presented to MESPA and MASSP members about BOSA.
- e. Update; Legislation - PELSB and BOSA
 - i. Received pushback from MMB regarding the BOSA/PELSB separation.
 - ii. Executive Director Schaub will reach out to Executive Director Bailey to discuss concerns.

X. Adjournment - 12:32 PM.

Next Meeting
January 27, 2025
12:00 - 2:00 PM