



| 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: 420114

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

[Zoom Link](#)

Passcode: 251833

Board of School Administrators Board Meeting Minutes

DATE: February 24, 2025

TIME: 12:00 PM - 2:00 PM

[Zoom Link](#)

Passcode: 996023

All Directors are attending in person.

The Board Meeting was called to order at 12:03.

I. Roll Call

a. Director:

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

- xi. **Staff Present:** Executive Director Schaub, Licensing Specialist Dr. Pladson, and Administrative Assistant Allyson Wilms
- xii. **Guest(s):** NA

II. Approval of Agenda and Minutes

- a. Director Lofald moved to approve the agenda and the [January 27, 2025 Minutes](#). Seconded by Antoine. Agenda and minutes were approved unanimously.
- b. Reviewed that The Annual Meeting will be held in July 2025 and elections will be in June 2025

III. Committee Reports

- a. Ethics Committee
 - i. 7 Conduct Reviews - 6 were processed and 1 was denied
 - ii. 22 cases were reviewed
- b. Processing Conduct Reviews
 - i. The Ethics Committee agreed to allow the Executive Director to review and approve Conduct Reviews that have already been reviewed by the Committee in the past. All new or unreviewed conduct would go to the Ethics Committee for review.
- c. Licensing
 - i. Variances
 - 1. Director Tucci Osorio moved to approve the variance extension request from Sartell - St. Stephen Public Schools #748 for Jenny Traver (#380313) to obtain a Director of Community Education License. Director Siverson-Hall seconded. Motion approved unanimously.
- d. Professional Development and Program Review
 - i. Director Hildenbrand moved to approve Southwest Minnesota State University's Superintendent, Principal K-12, and Director of Special Education Programs for five years in accordance with [Minnesota Rule 3512.2500](#). Director Antoine seconded. Motion approved unanimously.
 - 1. [Southwest Minnesota State University Program Approval Site Review Letter - February 2025](#)
 - ii. Concordia's Special Education Program Review is still being discussed within the Professional Development and Program Review Committee.
 - iii. Discussed that Capella University will be retiring the Educational Leadership Program. More information at future meetings.

IV. PELSB Report

V. Board Member Report

- a. Director Lofald and Reimer will be absent for the next Board Meeting.

VI. Public Comments

VII. Discussion Topic

- a. The current landscape of education in MN.
 - i. Universities are questioning DEI specific competencies and sections of the Legislative Report that identify race.
 - ii. Discussed impact of DEI and special education mandates on education in Minnesota

VIII. Business

- a. Closed session:
 - i. As permitted by [Minn. Stat. § 13D.02, subd. 2](#), for the Board to exercise quasi-judicial functions involving disciplinary proceedings for one licensed administrator.
 - ii. Executive Director Annual Evaluation
 - 1. The evaluation was reviewed during a closed session. The Executive Director was described as meticulous, thoughtful, confidential, respectful, responsive, proactive, and fair.
- b. The Ethics Committee recommended a stipulation regarding licensee Thomas Hagerty (#324407) to the Board.
 - i. Following discussion, Director Siverson-Hall moved to adopt the Stipulation. Seconded by Director Tucci Osorio. Director Gustafson, Hildenbrand, and Reimer Abstained. All other members voted to adopt the Stipulation. The Motion was approved unanimously.

IX. Executive Director's Report

- a. 2024-2025 BOSA Annual Fee
 - i. A new point of contact at MNIT is working with us to complete the Annual Fee Payment System
- b. BOSA Board Seats - Higher Ed Faculty Member in an Educational Administration Program & Elementary School Principal
 - i. The Executive Director reached out to the Governor's Office regarding Board Seats and we're still waiting to hear back on appointments.
- c. January Collaborative Meeting - January 29, 2025
 - i. [Collaborative Resource Page](#)
 - 1. New resource for the Collaborative Meeting
- d. Outreach Activities:
 - i. MASSP Winter Conference
 - ii. MESPA Institute
 - iii. MCEA Leadership Days
 - 1. Executive Director attended all events within the past month

X. Adjournment

Next Meeting
March 24, 2025
12:00 - 2:00 PM