



| Executive Director – Karen Schaub |
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Committee Meetings

ETHICS COMMITTEE – 8:00 AM - 10:00 AM

Closed Session

LICENSING COMMITTEE - 10:30 AM - 11:00 AM

[Zoom Link](#)

Meeting ID: 161 180 1894

Passcode: 477556

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

[Zoom Link](#)

Meeting ID: 160 554 2049

Passcode: 709104

Board of School Administrators Board Meeting Agenda

DATE: February 23, 2026

TIME: 12:00 PM - 2:00 PM

[Zoom Link](#)

Meeting ID: 161 316 3571

Passcode: 713735

I. Call to Order

II. Consent Agenda

- a. Agenda approval and any agenda adjustments
- b. [January 26, 2025 Meeting Minutes](#)
- c. If a Director is attending virtually, the Board will conduct a roll call vote.

III. Public Comments

- a. To address the Board during public comment, please complete this form by 11:50 a.m. before the meeting. This section of the agenda is not to exceed twenty minutes (twenty minutes for all speakers), subject to the Chair's discretion.

IV. Business

- a. Committee Reports and Action
 - i. Ethics Committee
 1. Discussion items

2. Action items

ii. Licensing

1. Discussion items
2. **Action Item:** Southwest West Central Service Cooperative #991 variance extension for Jill Stiefvater (#444332) for a Director of Special Education license.

iii. Professional Development and Program Review

1. Discussion items
2. **Action Item:** Saint Mary's of Minnesota, Twin Cities Five Year Accreditation

b. BOSA Annual Fee- Next steps Discussion

i. 3rd Notice sent out

ii. [MN Statute 122A.14 Subd. 9.](#)

"After receiving notice from the board, any licensed school administrator who does not pay the fee in the given fiscal year shall have all administrative licenses held by the person automatically suspended, without the right to a hearing, until the fee has been paid to the board. If the board suspends a licensed school administrator for failing to pay the fee, it must immediately notify the district currently employing the school administrator of the school administrator's suspension."

iii. Next steps for non-paid administrators after March 31, 2026

c. Conduct Review- Proposal -Discussion

- i. Current Conduct review form same as teachers: [Blank Conduct Review Form.pdf](#)
- ii. Current law for Administrative Licensure: [3512.2000 - Conduct Review.docx](#)

V. Discussion Topics

- a. Data Sharing with PELSB - Senate File 3625 Sub1 (e):
<https://www.revisor.mn.gov/bills/94/2026/0/SF/3625/versions/latest/>

VI. Board Member Reports

VII. Executive Director's Report

- a. Collaborative Meeting Update
- b. Two New BOSA Board members to be announced soon

VIII. Adjournment

Next Meeting

March 23, 2025
12:00 PM - 2:00 PM