

STATE OF MINNESOTA
Executive Department



Governor Tim Walz

NOTICE OF APPOINTMENT RECEIVED

MAY 15 2020

Scott Wallner

President of the Senate

Because of the special trust and confidence I have in your integrity, judgment, and ability, I have appointed you to the office of:

**Community Education Director
Board of School Administrators**

Effective: May 17, 2020

Expires: January 3, 2022

This appointment carries with it all rights, powers, duties, and emoluments granted by law and pertaining to this position until this appointment is superseded or annulled by me or other lawful authority or by any law of this State.

Signed and sealed May 12, 2020.



Handwritten signature of Tim Walz in black ink.

Tim Walz
Governor

Handwritten signature of Steve Simon in black ink.

Steve Simon
Secretary of State

Replacing: Robert Meyer

Filed on May 13, 2020
Office of Minnesota
Secretary of State,
Steve Simon

Application for the position Community Ed Director

Part I: Position Sought

Agency Name: Board Of School Administrators

Position: Community Ed Director

Part II: Applicant Information

Name: Dr. Scott Wallner wallners@willmark12.mn.us

Phone: (320) 231-8490

County: Stearns

Mn House District: 13A

US House District: 6

Recommended by the Appointing Authority: False

Part III: Appending Documentation

Cover Letter and Resume

Type	File Type
Cover Letter	application/vnd.openxmlformats-officedocument.wordprocessingml.document
Resume	application/vnd.openxmlformats-officedocument.wordprocessingml.document

Additional Documents (.doc, .docx, .pdf, .txt)

Type	File Name
No additional documents found.	

Part V: Signature

Signature: Scott David Wallner

Date: 3/16/2020 1:54:58 PM

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President of the Senate

SCOTT D. WALLNER, PH.D

30095 Lilac Road ♦ St. Joseph, MN 56374 ♦ (320) 247-9532 ♦ scott.wallner1@gmail.com

March 15, 2020

Board of School Administrators
Retirement Systems of Minnesota Building
60 Empire Drive, Suite 100
St. Paul, MN 55103

To Whom It May Concern:

I am very interested in the Community Education Director position available on the Board of School Administrators (BOSA), and have applied using the online system. With my experience in Community Education as a director, coordinator, and teacher, I believe I am an excellent candidate for the position.

As my application materials demonstrate, I am currently serving as the Community Education Director for the Willmar Public Schools. In this role, I have administrative responsibilities for a regional adult basic education consortium, school age childcare, youth and adult enrichment programs, aquatics, facility scheduling, driver's education, special projects, and more. Within the district I serve on the Superintendent's Cabinet, as well as the Cultural Competency Committee. Within the Willmar community, I serve on the Willmar Vision 2040 Steering Committee and am currently a candidate for the United Way Board.

My strengths include collaborative leadership, staff supervision and management, strategic planning, financial planning, and building effective partnerships. As a member of the Board of School Administrators, I'd aspire to align the work to best meet the goals and strategic outcomes of the Board, and to serve administrators throughout Minnesota. I believe I can be a very positive influence in helping move the work of the Board forward.

I am available at your convenience and I look forward to the opportunity. Thank you for your consideration.

Sincerely,



Dr. Scott D. Wallner

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President of the Senate

SCOTT D. WALLNER, PH.D

30095 Lilac Road ♦ St. Joseph, MN 56374 ♦ (320) 247-9532 ♦ scott.wallner1@gmail.com

PROFILE

- ♦ **Commitment to lifelong learning**, completing a Master of Arts in Community Education Administration, a Sixth-Year Certificate, and a Doctor of Philosophy in Educational Leadership.
- ♦ **Extensive experience in educational leadership and management**, developing relationships, coaching staff, fostering collaborative initiatives, and overseeing budgets of up to \$5 million.
- ♦ **Demonstrated ability and passion for working with diverse populations** including the underserved, at-risk, marginalized, refugee, and immigrant sectors.

ADMINISTRATIVE EXPERIENCE

WILLMAR PUBLIC SCHOOLS (ISD 347) – WILLMAR, MN

Community Education Director, 2018 to Present

Responsibilities includes administrative oversight of a comprehensive set of programs designed to serve lifelong learners including adult basic education, aquatics, adult enrichment, driver's education, early childhood family education, facility scheduling, preschool screening, preschool, school age childcare care, and youth enrichment. Additional duties include leading an active advisory council of 8-10 citizen members, and serving on Superintendent's Cabinet, the district's Cultural Competence Committee, and the community-based Willmar Vision 2040 Leadership Team. • **Key results** included facilitating the end of a long joint powers agreement between Willmar Public Schools and the City of Willmar; and moving four-year old preschool classes out into the elementary schools.

ST. CLOUD TECHNICAL & COMMUNITY COLLEGE – ST. CLOUD, MN

Director of K-12 Initiatives, 2017 to 2018

Responsibilities included developing and approving dual credits classes at regional high schools; working with high school teachers and college faculty in developing, reviewing and renewing formal articulation agreements; overseeing the college's Perkins monies, activities, and initiatives; and serving on the regional Career & Technical Education Consortium (CTEC) Leadership Team. • **Key results** included adding EMR, auto body, and welding classes at regional high schools.

ST. CLOUD AREA PUBLIC SCHOOLS (ISD 742) – ST. CLOUD, MN

Assistant Director of Community Education, 2011 to 2017

Responsibilities includes administrative oversight of regional 16 school district adult basic education consortium, supervision of school district K-12 volunteers and aquatics programs, holding leadership roles within the district-level Communications, Outreach & Marketing (COM) Committee and the Partners for Student Success Leadership Team, and representing the department throughout the district and community. • **Key results** included expanding and incorporating the four districts of the Cambridge-Isanti ABE consortium; recruiting, training, and doing background checks on 1,500 volunteers who provided 18,000 service hours that supported E-12 learning each year.

Adult Basic Education Program Supervisor, 2001 to 2011

Responsibilities included oversight of sizeable 12 school district adult basic education consortium, staff supervision, budget management, staff development, and community outreach. • **Key results** included tripling student service hours between 2001 and 2010; developing five new ABE learning sites throughout the greater St. Cloud area; streamlined the program labor model that helped produce student contact hours at a lower cost to the district.

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NORTHFIELD PUBLIC SCHOOLS (ISD 659) – NORTHFIELD, MN

Community Education Director, 1997 to 2001

Responsibilities included preparing and managing department budget, managing and leading staff, producing a quality joint Community Education/Recreation brochure three times per year, coordinating the scheduling of district facilities, and leading an active advisory council of 16 citizen members. Oversaw early childhood-family education, school readiness, youth and adult enrichment, aquatics, driver’s education, adult basic education, and school age childcare. In addition, was responsible for administrative oversight of Area Learning Center for two years. • **Key results** included serving as district lead on the planning and management of the Northfield Community Resource Center, a public-private partnership between four organizations, including the Northfield Public Schools.

TEACHING EXPERIENCE

ADJUNCT INSTRUCTOR – ST. CLOUD, MN

St. Cloud State University, 2013 to 2017

Taught a graduate-level course, entitled EDAD 650—Introduction to School-Community Relations, to 20 educational leaders working on masters degrees and/or administrative licensure.

ADJUNCT INSTRUCTOR – ST. PAUL, MN

Concordia University-St. Paul, 2004 to 2008

Taught undergraduate online courses with approximately 20 students per class, in accordance with university policy. Courses included POL 131 (American Government) and LDR220 (The Leadership Process).

PROFESSIONAL AFFILIATIONS

President, Minnesota Community Education Association, 2013

Region 9 Board Representative, National Community Education Association, 2008-2011

Fellow, National Community Education Association

EDUCATION & LICENSURE

DOCTOR OF PHILOSOPHY IN EDUCATIONAL LEADERSHIP

University of North Dakota, Grand Forks, ND. Dissertation Title: “Adult Enrichment Learners in St. Cloud, Minnesota: Motivational Reasons for Participation”.

SIXTH YEAR CERTIFICATE

St. Cloud State University, St. Cloud, MN

MASTERS OF ARTS IN COMMUNITY EDUCATION ADMINISTRATION

University of St. Thomas, St. Paul, MN

BACHELOR OF ARTS IN HISTORY

University of Minnesota, Twin Cities Campus

LICENSES GRANTED BY THE MINNESOTA DEPARTMENT OF EDUCATION:

- ◆ Community Education Director
- ◆ District Superintendent
- ◆ K-12 Principal
- ◆ Secondary Social Studies

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