



To: School Board Members
From: Dr. Brooke Peterson, Director of Teaching and Learning
Date: May 16, 2025
Re: Administrative variance

The Board of School Administrators requires that the school board is provided notice when a variance is being sought for an administrative license. It is a requirement under the rules that were effective June 1, 2020 that anyone in an administrative role with evaluative responsibilities must be a licensed administrator.

To that end, we are seeking a variance for administrative licensure for Courtney Robinson. Courtney will be serving in the role of assistant principal/special education coordinator with Steph Betley as her supervisor for our TESA program. Courtney was one of two applicants we interviewed for the position of assistant principal/special education coordinator. Courtney was most qualified for the position for which she was hired based on her experience as an existing employee with Intermediate School District 917 and her personal experience working in the TESA program in Bloomington. Courtney is anticipated to be awarded her Principal license by the end of the year (December, 2025) and her Director of Special Education license in Spring of 2026.

BOSA is expected to review this application in June.