



March 9, 2021

Volunteers of America-Minnesota  
Stephanie Olsen  
Charter School Authorizing Program Manager  
924 19th Avenue South  
Minneapolis, MN 55404

Dear Ms. Olsen:

Thank you for submitting a change in authorizer (CIA) request for Bluffview Montessori School (BMS) on January 25, 2021. The Minnesota Department of Education (MDE) is unable to approve the CIA request at this time. As provided under Minnesota Statutes, section 124E.10, subdivision 5, "The commissioner has 30 business days to review and make a determination on the change in authorizer. The proposed authorizer and the school have 15 business days to respond to the determination and address any issues identified by the commissioner."

The revised CIA request must address the deficiencies noted in the areas below and identified in the review rubric. The rubric generated by MDE's review of VOA-MN's CIA request is enclosed and provides further information regarding the following deficiencies:

- Part B.II: Proposed Authorizer's Review Process – Clarification is needed regarding fulfillment of the proposed authorizer's application and review process used to determine approval of the school's application, as expected under Minnesota Statutes, section 124E.05, subdivision 4(a)(3) and consistent with VOA-MN's commissioner-approved authorizing plan.
- Part D: Proposed Contract Statutory Compliance Review – The school's admissions policy has elements that need to be corrected and clarified to ensure the policy is consistent with Minnesota Statutes, sections 124E.11 and 363A.13.

A revised CIA request must be submitted in its entirety (i.e., include all parts and attachments). New/revised information should be presented in **red font** (or otherwise clearly indicated) to distinguish the response/revised information from the original submission.

A response must be received by MDE on or before **11:59 p.m. on Tuesday, March 30, 2021**. The revised CIA request should be emailed as an attached PDF to [mde.charterschools@state.mn.us](mailto:mde.charterschools@state.mn.us).

Please contact Mike Schultz, Charter Center Specialist, at [mike.schultz@state.mn.us](mailto:mike.schultz@state.mn.us) or (651) 582-8529 with questions regarding VOA-MN's CIA request.

Sincerely,



Daron Korte, J.D.  
Assistant Commissioner

cc: Karla Winter, Charter School Liaison, Winona Area Public Schools  
Henry Schantzen, Head of School, BMS  
Paula Higgins, Charter Center Supervisor, MDE  
Karen Calcaterra, Charter Center Specialist, MDE  
Mike Schultz, Charter Center Specialist, MDE

Encl: 21.03-09 VOA-BMS CIA Request Review Rubric - Initial