

Minnesota Board of School Administrators

1500 Highway 36 West – Roseville, Minnesota 55113 – Phone 651-582-8754

BOSA's Position on Educator Licensing

The Board of School Administrators has worked collaboratively with the Minnesota Department of Education (MDE) and the Board of Teaching (BOT) to reflect on best practices related to educator licensure. BOSA has met with MDE and BOT leadership to review recommendations provided by the Office of the Legislative Auditor (OLA) as well as additional recommendations regarding the creation of a Professional Standards Board.

The Board of School Administrators (BOSA) was not the focus of the OLA report and mentioned as an entity to be considered if licensing activities were consolidated under BOT. BOSA would like to emphasize that it operates very efficiently, effectively and collaboratively as an autonomous body under the current legislative structure and prefers no change to its current operations.

- The OLA addressed key areas of concern and areas in need of repair pertaining to BOT and MDE. BOSA's position is that it may be beneficial for the Legislative Committee to focus on addressing the key issues mentioned in the OLA report before considering changes such as, one professional standards board.
- The administrative education associations prefer no change to BOSA. Current operations work well for the administrators served through BOSA and MDE licensing staff and they have testified in support of BOSA's current structure working well for their members.
- In 2001, education organizations such as MASA, MASE, MCEA, MESPA, MASSP supported the legislative decision to establish a peer review board to represent administrators in the state of Minnesota.
- BOSA operates with the highest professional standards and legislators have enacted legislation to hold administrators in Minnesota to that same standard.
- BOSA provides strong oversight of discipline and ethical matters that are brought to the Board's attention.
- University preparation programs prefer no change to BOSA. Preparation programs are held to high standards and are reviewed by a peer review committee on a 5-year rotation to assure they are in compliance with current law.
- BOSA is a smaller agency than BOT with 6800 licensed school administrators, four (4) licensure areas, fewer university preparation programs to review, and fewer disciplinary matters.
- The Legislative Committee has researched states with professional standards boards such as Oregon, Colorado, Maine, and Delaware. These states are much smaller in size with less than half of Minnesota's student, teacher, and administrator populations. With the exception of Oregon, the State Board of Education has the authority over proposed legislation, licensing, ethics, professional development and more. BOSA does not support these models.
- BOSA will continue to work with MDE and BOT as they work towards resolving matters related to the recommendations in the OLA report.

October 10, 2016

ADDENDUM

BOSA Organizational Structure and Key Facts

History: BOSA is an autonomous body created by the Minnesota Legislature in 2001 with the support of Minnesota educational administration organizations.

Purpose: The Board of School Administrators was created to establish and maintain high standards for a quality administrator licensing system and to ensure that the highest quality administrators serve the needs of Minnesota citizens.

The duties of the Board:

- Licensing Minnesota school administrators.
- Approving university administrative preparation programs.
- Setting requirements for continuing education professional development.
- Reviewing disciplinary matters.
- Reviewing and monitoring licensure preparation programs.
- Collecting fees.

Board Composition: The board consists of ten board members appointed by the governor. Board members are appointed to four-year terms and must be active in the professional capacity they represent to remain seated on the board. Members of the Board and the professionals they represent are:

Board Members	Represents
Mary Mackbee, Board Chair	Secondary Principals
Nancy Antoine	Elementary Principals
Dr. Kim Hartung	Higher Education Faculty, Administration Preparation
Dr. Jean Haar	Dean of Education, MSU Mankato
Dr. Deb Henton	Superintendents
Denise Kapler	Teachers
Daniel Naidicz	Directors of Special Education
Robert Meyer	Directors of Community Education
Dr. Tracine Asberry	School Board Members
Louise Sundin	Public
STAFF	
Executive Director	
Administrative Assistant	
Assistant Attorney General	

Board Committees: Ethics, Licensing, Professional Development and Program Review, Legislative/Communication

Board Meetings: Eleven meetings held the second Monday of each month.

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Board Duties: Pursuant to MN Statute 122A.14.

1. **Licensing**

BOSA licenses Minnesota school administrators in four licensure categories:

- Superintendent
- Principal
- Director of Special Education
- Director of Community Education

2015/2016 Licensing Data			
New Licenses	Renewals	Category License	
8	285	District Superintendent	
8	86	Elementary Principal	Provisional Only
7	112	Secondary Principal	Provisional Only
61	1294	Principal K-12	
6	194	Director of Special Education	
11	73	Director of Community Education	
Total = 101	Total = 2044		
<u>Active</u> 3078	<u>Inactive</u> 3799	<u>Total</u> 6877	
<u>Variances</u> 36		Alternative Superintendent Licenses 2	

2. **Preparation Programs**

Offered at fourteen universities, 7 at private and 7 at state higher education institutions:

Administrative Licensure Preparation Programs in MN		
Principal	14	
Superintendent	13	
Director of Special Education	10	
Director of Community Education	5	
TOTAL	42	
Preparation programs are reviewed on a 5-year rotation by teams of administrative practitioners. (MN Rule 3512)		

3. **Continuing Education Professional Development**

Requirements are set by the Board to promote continuous improvement and acquisition of new and relevant skills by school administrators. One hundred twenty five (125) Board approved professional development clock hours are required for a 5-year license renewal.

2015/16 Continuing Education Professional Development Programs Approved	1630
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4. **Code of Ethics** (MN Rule 3512.5200 and MN Statute 122A.20)

Disciplinary matters are reviewed by the Board's Ethics Committee. These committee members are practicing administrators.

2015/2016 Disciplinary Matters Reviewed	
Conduct	56
Mandated Reports/Complaints	48
TOTAL	104

BOSA Governance Structure with Minnesota Department of Education and MN.IT

The Board of School Administrators (BOSA) and the Minnesota Department of Education (MDE) maintain a successful governance model, pursuant to MN Statute 122A.14, subd. 7.

1. **MDE provides the following services:**

- Human Resources and Administrative Services
 - ✓ Mailroom functions
 - ✓ Facility support - maintenance, copier use
- Agency Finance
 - ✓ Encumbrances
 - ✓ Accounts Payable and Receivable Activities
 - ✓ Budget and Financial Reporting
- Audit
 - ✓ Audit Support

2. **MN.IT provides the following services:**

- Information Technology – Telephone, General IT services, software updates, computer, monitors, and access to other equipment

3. **BOSA rents office space within the MDE building for two employees.**

4. **BOSA and MDE Educator Licensing work collaboratively on administrative license applications.**

Legislative Appropriation: FY17 appropriation is \$231,000.