

Minnesota Board of School Administrators

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

July 21, 2016

TO: Legislative Study Group on Educator Licensing
Minnesota Senate Building

FR: Mary Mackbee, Board Chair
Janet L. Mohr, Executive Director

RE: **Board of School Administrators (BoSA)**

History and Purpose of the Board of School Administrators (BoSA)

The Minnesota Board of School Administrators (BoSA) is an autonomous body created by the Minnesota Legislature in 2001 with the support of Minnesota educational administration organizations. The board in 2001 consisted of nine board members appointed by the governor and represented one elementary school principal, one secondary school principal, one higher education faculty member in an educational administration program approved by the board, one higher education administrator for an educational administration program approved by the board, one school superintendent, one classroom teacher, one special education director, and two members of the public, one of whom would be a present or former school board member. The tenth member was added to the board in 2003 by the Legislature to represent directors of community education. (Enclosure)

The purpose of the Board of School Administrator is (a) to establish and maintain high standards for a quality administrator licensing system for Minnesota public schools, and (b) to ensure that the highest quality administrators serve the needs of Minnesota citizens.

The Board of School Administrators duties are described in [MN Statute 122A.14](#). The duties include:

- licensing of Minnesota school administrators (including request for licensure variance),
- reviewing and approving preparation programs for school administrators and alternative programs for administrators,
- processing requests for issuing clock hours for educational administrative professional development,
- enforcing and advising school administrators in the code of ethics covering standards of professional practice,
- proposing rule making,
- assessing an annual fee from licensed school administrators to support the Board, and
- providing a bi-annual accountability report

Board Members

Chair: Mary Mackbee

Nancy Antoine, Tracine Asberry, Jean Haar, Kim Hartung, Deborah Henton, Denise Kapler,
Robert Meyer, Daniel Naidicz, Louise Sundin,
Executive Director: Janet L. Mohr

The Board of School Administrators oversees four licensure areas, K-12 Principal, Superintendent, Director of Community Education, and Director of Special Education. There are approximately 7000 licensed school administrators in the State of MN. At the present time Minnesota is not experiencing a shortage of licensed administrators other than Director of Community Education.

The Board of School Administrators seeks to ensure that every administrator in the state of Minnesota is highly qualified and appropriately license. Following are our goals:

Goal 1: Monitor compliance of Minnesota administrative licensure standards (MR 3512)

Goal 2: Continuously improve the Minnesota administrative licensure system

Goal 3: Improve Board communications with stakeholder groups

Goal 4: Improve services provided to stakeholders

The Board of School Administrators maintains four committees, Professional Development, Communications/Legislative, Licensing, and Ethics with each having distinct roles and responsibilities.

- The Professional Development and Program Review Committee is responsible for University Preparation Program Review, new university program applications, Administrative Preparation Collaborative oversight, and Clock Hour oversight.
- The Communications/Legislative Committee is responsible for establishing and maintaining a means of internal and external communication that supports the vision, mission and goals of the organization.
- The Licensing Committee is responsible for the oversight of variances, alternative licensure, and Rulemaking.
- The Ethics Committee is responsible for the oversight of administrative disciplinary issues and the Code of Ethics.

Governance Structure with the Minnesota Department of Education

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. MDE provides support to BoSA's operational needs such as technology assistance, financial reporting and processing, human resources, and facility/maintenance support. BoSA rents office space within the MDE building for two employees. BoSA and MDE Educator Licensing work collaboratively on administrative license applications.

Legislative Appropriation

BoSA FY17 appropriation is \$231,000.

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