The Minnesota School Boards Association is a private nonprofit organization and is a leading advocate for public education by supporting, promoting, and strengthening the work of public school boards. Effective leadership and a strong governance team are foundations of successful schools. The work of school board members today will shape a generation of Minnesota students as they become productive citizens and competitive workers in the global economy. MSBA is committed to providing services and programs to help its members navigate the complex world of education governance.

MSBA is located in St. Peter (70 miles south of Minneapolis) and employs more than 20 staff members with expertise in areas of governance, management, finance, communications, policy, legal matters, elections, and advocacy. Staff members provide on-call technical and risk-management assistance at no charge to member school leadership teams, which includes board members, administrators, business officials, administrative assistants, and staff.

Membership in MSBA is voluntary. One hundred percent of Minnesota’s public school boards are members of MSBA and many charter schools have joined as MSBA Associate Members. MSBA is divided into 13 Director Districts across the state. Members within each Director District elect a representative to MSBA’s Board of Directors. The Board selects its own President-Elect, who then serves as President and Past President.

### MSBA BOARD OF DIRECTORS

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You make a difference, we make it easier.

MSBA SERVICES

Contact.
Ask.
Relax.

MSBA Consultation Service

Avoid expensive charges from service providers and legal consultants by calling MSBA first. MSBA responds daily - and free of charge - to members across the state. We answer between 150 and 160 telephone calls and emails each month on topics ranging from administrative procedures and school board governance, to statutory requirements and personnel management. All board members and staff are encouraged to call. With over a century and one-half of collective experience, the MSBA staff is able to assist its members in almost every instance.
MSBA Resources
Access hundreds of exclusive resources on the following topics: school law, equity, human resources, elections, policies, meeting management, board development, and school operations. Whether you need sample forms, model contracts, resolutions, model policies, evaluation resources, or informational documents, MSBA has you covered.

MSBA Strategic Planning Service
MSBA’s Strategic Planning Service can help you put your school’s strategic plan on the right course with our experience and knowledge. School board-director teams use different terms to describe school planning and goal-setting, including developing school ends and aims; strategic planning; strategic focuses and directions; or beliefs, mission, vision and goals work. Regardless of what the process is called, school boards are responsible for clarifying the school’s purpose and direction.

Turn your vision into reality
MSBA School Board Workshop Series

**Charter School Board Workshop**
This workshop covers all three state-required training components for charter school board members: Board’s Role and Responsibilities, Financial Matters, and Employment Matters.

**Building a High-Performance School Board Team: Phase III**
Focus on methods of decision-making, stages of board development, navigating board dynamics, and the MSBA School Board Self-Evaluation during this workshop.

**Representing Your Community Through Policy and Engagement: Phase IV**
This workshop focuses on in-depth discussions about the board member’s role as a policymaker and walks through an actual community engagement activity including a segment on dealing with the media and public forums.

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MSBA Officers Workshop

Board Chairs, Vice-Chairs, Clerks, and Treasurers learn the ins and outs of running an effective meeting at the Officers Workshop, including school board powers, special voting situations, and the Open Meeting Law. There are also break-out sessions for individual officers to focus on the responsibilities of their individual office.

**Developing Mutual Expectations**
Conducted in a retreat setting, this activity allows board members and administrators to develop ground rules or clear the air concerning the unwritten norms, behavior, responsibilities, etc. This is an excellent activity for boards who are just beginning to work together or for boards who are undergoing some stress in their relationships.
MSBA School Board Self-Evaluation

MSBA offers an online School Board Self-Evaluation which provides data to boards that guides goal-setting for continual improvement. The School Board Self-Evaluation results reflect the collective responses of the board team (board members and executive director). These results build a profile of your board team’s work in five standards: conduct and ethics, vision, structure, accountability, advocacy and communication.

Administrator Evaluation Guide

Developed jointly with MSBA and the Minnesota Association of School Administrators (MASA), the Administrator Evaluation Guide is designed to help school boards and administrators implement an effective, meaningful evaluation process that is focused on improving student achievement.

MSBA Series of Publications

Receive complimentary copies of all three MSBA publications. The daily MSBA eClippings features web links to local education-related stories. The monthly Leader Newsletter features critical information on hot topics and advice on how to properly manage day-to-day issues. The MSBA Journal Magazine comes out six times a year and features editorials, stories about local schools, art from Minnesota students, and articles of current interest related to education.
MSBA Executive Search Services

MSBA’s Executive Search Services are grounded in providing collaborative, highly professional, affordable, and efficient search processes that support school boards in fulfilling one of their most important responsibilities — hiring an executive director. MSBA’s process approaches all searches from a school board perspective, with every decision made through the lens of board leadership. From start to finish MSBA’s search team partners with the school board and provides assistance to ease the onus of the search process, professionally handling all details of the search, and guiding the school board through the entire process. The Minnesota School Boards Association is a member of the National Affiliation of Superintendent Searchers (NASS) and has conducted nearly 80 executive director searches.

MSBA Conferences

Leadership Conference

MSBA’s Annual Leadership Conference is a top-notch, two-day conference with no registration fee. MSBA provides this free conference in January as part of members’ annual dues. The conference features nationally recognized speakers, workshops on a variety of topics, a School Excellence Showcase, and an Exhibit Hall with more than 200 exhibitors.

Summer Leadership Seminar

The Summer Leadership Seminar focuses on leadership issues and includes the latest information on legislation, curriculum, and management topics. The seminar invigorates school leaders as they plan for the new school year.
MSBA Policy Services

Access Required Policies at No Cost
Members receive free access to all model policies required by state and federal law.

Subscribe to Policy Services Program
Members can subscribe to MSBA’s Policy Services Program to gain access to over 150 additional model policies covering every aspect of school operations and management.

Stay Up-to-Date
All policies are regularly reviewed and updated when state and federal law changes impact policy. New model policies are added, as needed. All model policies are carefully examined and updated by MSBA staff and reviewed by the law firm Ratwik, Roszak & Maloney, P.A..

MSBA Legislative Advocacy

The breadth of MSBA’s representation — combined with the reputation of its respected lobbying team — has made MSBA the state’s premier organization lobbying on behalf of public schools.

News from the Capitol
Members can stay up-to-date on issues impacting education with a weekly e-newsletter and webinars. The “At the Capitol” link on the MSBA website provides everything you need to know about advocating for education.
Minnesota School District Liquid Asset Fund Plus (MSDLAF+)

MSDLAF+ is a financial and cash management program specifically designed for Minnesota schools. Consider it a special bank account for schools - one that offers security, liquidity, and competitive interest rates. The MSDLAF+ Board of Trustees is supported by: PFM Asset Management, US Bank, and Kennedy and Graven.

Contact Joel Stencel at jstencel@mnmsba.org to find out more.

Minnesota School Boards Association Insurance Trust (MSBAIT)

MSBAIT was established by the Minnesota School Boards Association to effectuate cost savings in the procurement and administration of such insurance programs. MSBAIT provides resources to MSBA members to help them and their insurance agents assess risk management needs and endorses companies with a proven record of service.

- Workers' Compensation
- Tenant User Liability
- Group Term Life
- Long-Term Disability
- Cyber/Data Breach
- Casualty
- International Travel
- School Leaders' Legal Liability

Contact Tiffany Gustin at tgustin@mnmsba.org to find out more.
**MSBA Endorsed Products and Services**

**Vetted by MSBA. Trusted by you.**

The Minnesota Schools Boards Association have numerous business partnerships to save you time and money. The companies we endorse have been thoroughly vetted by MSBA. Their products and services are designed to save charter schools time and money with a focus on maximizing efficiencies and reducing operating costs.

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**Agenda smarter, not harder.**

BoardBook is an online application that streamlines the process of building agenda packets for board meetings so boards can work more efficiently, reduce costs, and improve collaboration.

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**Simplifying school payments.**

PaySchools is an online payment processing system that provides schools with an easy and efficient method of collecting fees and receiving electronic checks.

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**Be sure, not just insured.**

National Insurance Services (NIS) is a team of school benefit specialists in touch with the political atmosphere and budgetary constraints are unique to the charter school world.

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**Forecast5 analytics tools help K–12 educational leaders leverage district, demographic and peer data to develop future-focused strategies for managing limited resources, achieving education outcomes and improving academic ROI in today’s challenging budget environment.**

**Minnesota’s P-Card provider.**

The Minnesota Payment Solutions P-Card Program provides secure procurement cards that simplify district purchasing and bill paying. Procurement cards will streamline your purchasing process, save you time, and members may earn a rebate based on purchasing volume.

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**Pooled borrowing power.**

The Minnesota Tax and Aid Anticipation Borrowing Program (MNTAAB) helps members address cash flow issues. The power of pooled purchasing gives districts an advantage in the short-term debt market. It’s easy to participate; borrowing costs are low; and the pool proceeds can be reinvested to provide a competitive rate of return to districts.