Minnesota school districts that hired a Tier 1 teacher in the 2018-19 school year are required to ensure that the Tier 1 teacher participates in a mentorship program. In addition, school districts seeking to renew the Tier 1 teacher for the 2019-20 school year must show that the teacher did participate in a mentorship program.

Please note that the term “mentorship program” does not require a school district to establish a new, stand-alone program. The Professional Educator Licensing and Standards Board (PELSB) explained that a school district may utilize features of existing professional development and other school district programs and plans to fulfill the mentorship program criteria set forth below.

PELSB worked with stakeholders, including MSBA, to identify the criteria that a district’s mentorship program must meet, which are set forth in Minnesota Rules 8710.0310, Subp. 4:

1. a yearlong collaborative relationship with an experienced Tier 3 or 4 mentor teacher who is not currently on an improvement plan and voluntarily agrees to mentor the mentee teacher;
2. the mentor has access to resources or training, develops common expectations for the mentorship experience, and encourages the mentee to select areas for growth over the course of the year;
3. consists of sessions no less than once per month that focus on building a collaborative relationship with a focus on the exchange of knowledge, skills, and experiences, including the needs and questions of the mentee; and
4. the sessions include discussion of:
   a. effective strategies to engage students;
   b. classroom management strategies that reflect an understanding of the stages of child development;
   c. the educational rights of students and their diverse needs and experiences;
   d. school policies and practices, including appropriate boundaries and data privacy; and
   e. how student learning data can be used to improve classroom planning and instruction.
The 2019 legislative session begins Tuesday, January 8. MSBA Government Relations staff invites you to advocate for education issues throughout the session. Grass-roots efforts, from the people impacted directly, are some of the best ways to impact legislation.

The upcoming 2019 legislative session is important to school boards for several reasons: (1) it is a funding year and will impact your district’s budget and services you provide students in your schools, (2) there are many new members in the House and they will need to understand your issues, and finally, (3) finishing business that is left over from the 2018 session as it relates to safe schools, mental health and special education.

Below is a checklist of ways you can stay informed and get involved.

☐ Read/share the Weekly Advocate

The Weekly Advocate is an electronic newsletter that is delivered to your inbox each Monday. This short publication provides important information on education bills introduced and follows the bills through the various committees. The Weekly Advocate informs you how bills could impact school boards, schools and students. At times, it will also alert you to take some sort of action necessary to share what impact that proposed legislation could have.

☐ Meet with your legislators

Developing relationships with your state representatives and senators is critical to the legislative process. School boards and legislators are both locally elected officials. You and your school boards are also constituents, and as such, legislators need to have your best interests in mind when law-making.

• Schedule a group meeting — We suggest at least one group meeting with your school board, superintendent and all the legislators who represent your school district. Share your legislative platform or MSBA’s Legislative Agenda. Inform legislators of key issues and share stories of how your school district is impacted. Perhaps provide a tour of a school and classroom to help establish a connection between everyone. The more connected they feel, the more ownership they will feel when fighting for issues.

• Attend an event in your area

Many legislators hold “Town Hall Meetings” or “Listening Sessions” in districts and we encourage you to attend. Announcements of meetings can be found on legislator’s individual websites, social media sites or in local papers.

• Meet one-on-one — Schedule a time to meet either in their St. Paul office or in your neighborhood. The Government Relations team is available to attend one-on-one meetings with you and your legislators as well.

• Use social media — Follow legislators and MSBA on social media (via @mnmsba on Facebook and Twitter) for news and events.

☐ Attend MSBA Day at the Capitol (Monday, March 25, 2019)

Each year, the MSBA Government Relations team invites all school board members to attend the MSBA Day at the Capitol event. Members meet in the morning for a legislative update and the afternoon for education committee meetings and constituent meetings with legislators.

See ADVOCACY, Page 3

See Page 3 to learn how you can subscribe to the MSBA Weekly Advocate update.
ADVOCACY: Share MSBA updates at board table

(Continued from Page 2)

☐ Amplify your voice with testimony
Legislators want and need to hear the voice of school board members and stories of real-life situations. When a bill is before a committee, it is important for them to hear first hand what its impact may be. The Government Relations team will work with you to prepare testimony or your remarks and ensure all logistical items are in place.

☐ MSBA updates at the board table
We hope you will share highlights of the Weekly Advocate at your school board meetings and work sessions. Twice a month, MSBA Executive Director Kirk Schneidawind will provide a short video message that you can share during your school board meeting for a quick update of bills that may impact your district.

Your students need your advocacy to help close the achievement gap and positively impact student outcomes. The MSBA Government Relations staff is committed to providing information and tools to help you stay informed and involved.

Sign up for MSBA Weekly Advocate to learn what’s happening at the Capitol

Stay current on news from the state Capitol by subscribing to The MSBA Weekly Advocate email. Each Monday morning during the legislative session, the MSBA Government Relations staff sends The MSBA Weekly Advocate to get members caught up with the latest legislative news and provide a look forward to what is happening at the Capitol.

Subscribe
Subscribe to The MSBA Weekly Advocate email by contacting Bruce Lombard at blombard@mnmsba.org and include “Weekly Advocate” in the subject line.

Get notifications in your inbox via Advocate update
In addition to the Weekly Advocate, members can sign up for The MSBA Advocate update to receive notifications in your email inbox. Subscribing is easy:
2. Enter your email address in the “Follow The MSBA Advocate via email” box.
3. Click on “Follow.”
**Meeting Management**

**Prepare for your organizational school board meeting with MSBA webinar**

A recording of MSBA’s “The Organizational Meeting” webinar is now available for members to access. M.S. 123B.14 states, “On the first Monday of January of each year, or as soon thereafter as practicable, the board must meet and organize...” This webinar — which originally aired on December 12 — will help school boards prepare for conducting their organizational meetings.

The webinar covered the following topics: ceremonial oath of office, election of officers, establish the regular meeting schedule, set board members’ compensation, appoint board members to committees, and more.

**Sign up to access the webinar recording at:** [https://register.gotowebinar.com/recording/5855320926289890307](https://register.gotowebinar.com/recording/5855320926289890307)

Members can visit [www.mnmsba.org/WebinarResources](http://www.mnmsba.org/WebinarResources) (log in required) to access documents referenced during the presentation.

**Learn about paperless board meetings via BoardBook webinar**

MSBA is offering an ongoing series of FREE webinars on how to incorporate BoardBook to streamline preparation, distribution, and publishing of agenda packets for board meetings. BoardBook is an MSBA-endorsed product.

The next BoardBook webinars are set for **11 a.m. Wednesday, January 23,** and **11 a.m. Wednesday, February 20.**

Visit [www.mnmsba.org/BoardBook](http://www.mnmsba.org/BoardBook) to access the webinar registration link or schedule a private online demo.

Also, read the “Top 5 Reasons to Go Paperless for Board Meetings” at [www.boardbook.org/Resources.aspx](http://www.boardbook.org/Resources.aspx).

**Christmas and New Year’s Day: Dates with school board meeting restrictions**

As the year comes to a close, school districts are reminded the following dates are legal holidays and no public business, including operating schools or holding school board meetings, may be conducted: Christmas Day (December 25, 2018) and New Year’s Day (January 1, 2019).

**Save the date for Negotiations Seminars, Officers’ Workshops**

MSBA’s Negotiations Seminars and Officers’ Workshops will return in February and March 2019. See the preliminary schedules listed below. See [www.mnmsba.org/NegotiationsSeminars](http://www.mnmsba.org/NegotiationsSeminars) and [www.mnmsba.org/OfficersWorkshop](http://www.mnmsba.org/OfficersWorkshop) for details.

**Negotiations Seminars**
- Tuesday, February 5, 2019 — St. Peter
- Tuesday, February 19, 2019 — Staples
- Wednesday, February 20, 2019 — Fergus Falls
- Thursday, February 21, 2019 — Thief River Falls
- Friday, February 22, 2019 — Mountain Iron
- Saturday, February 23, 2019 — St. Cloud
- Tuesday, February 26, 2019 — Marshall
- Wednesday, February 27, 2019 — Mankato
- Thursday, February 28, 2019 — Rochester
- Friday, March 1, 2019 — Maple Grove

**Officers’ Workshops**
- Wednesday, February 6, 2019 — Fergus Falls
- Thursday, February 7, 2019 — Thief River Falls
- Friday, February 8, 2019 — Mountain Iron
- Saturday, February 9, 2019 — Sartell
- Tuesday, February 12, 2019 — Marshall
- Wednesday, February 13, 2019 — St. Peter
- Friday, February 15, 2019 — Maple Grove
- Thursday, February 21, 2019 — Rochester
- Tuesday, March 5, 2019 — Maple Grove
2019 Leadership Conference | January 17-18 | Minneapolis Convention Center

Conference program is online: See what workshops are being offered

Start planning for your experience at the 2019 MSBA Leadership Conference by getting a sneak peek at the Leadership Conference program.

Download a PDF of the program at www.mnmsba.org/Portals/0/LeadershipConferenceProgram2019.pdf.


There is no registration fee for MSBA members to attend this two-day event. MSBA provides this free conference every January as part of members’ annual dues.

The conference features nationally recognized speakers, workshops on a variety of topics, a School Excellence Showcase (formerly called Show & Tell), and a trade show.

Two Early Bird Sessions — “Bargaining Basics” and “The Board's Role in Driving Successful Technology Implementations” — are scheduled for the evening before the conference at 7 p.m. Wednesday, January 16, at the Convention Center. For more information, please visit www.mnmsba.org/EarlyBirdSessions.

This year’s conference will be headlined by keynote speaker David Horsager. Horsager is the best-selling author of “The Trust Edge.” Horsager received great acclaim from members during his appearance at the 2013 Leadership Conference.

Visit www.mnmsba.org/LeadershipConference for more information about the conference.

Find out if you will be honored at the Recognition Luncheon

The Leadership Conference Awards Recognition Luncheon is set for 11:30 a.m. Thursday, January 17, in Room 200 A-J on Level Two (yellow level) at the Minneapolis Convention Center. More than 100 board members will receive acknowledgement for qualifying in at least one of MSBA’s award categories. See http://www.mnmsba.org/Portals/0/MSBAHonorRoll-2019.pdf for a list of those members receiving a Service Award (20 years or 30 years), Directors’ Award, President’s Award or Leadership Development Certificate. Leadership Development Certificates have already been distributed, but the Service Awards and President's Awards will be handed out at the Recognition Luncheon. Those receiving a Directors’ Award can pick it up at the registration area at the Conference. If you believe you have been omitted or included in error, please contact Kelly Martell at kmartell@mnmsba.org or 507-934-8120.
Thanks to our sponsors for their generous support of the 2019 Leadership Conference.

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**MSBA Board of Directors**

Four MSBA Board of Director seats up for election in January 2019

Elections will be held for four open MSBA Board of Directors’ seats on Thursday, January 17, and Friday, January 18, during the 2019 Leadership Conference at the Minneapolis Convention Center. Each seat is for a three-year term.

Please contact Kelly Martell at kmartell@mnmsba.org or 800-324-4459 if you are interested in running.

Don't know your MSBA Director District? Visit www.mnmsba.org/AboutMSBA to access the MSBA Director District list and map.

- **MSBA Director District 2** (south-central Minnesota) — current director: Linda Leiding, LCWM
- **MSBA Director District 5** (north metro) — current director: Suzy Guthmueller, Centennial
- **MSBA Director District 8** (Minneapolis and St. Paul) — current director: Zuki Ellis, St. Paul
- **MSBA Director District 11** (northeast Minnesota) — current director: John Berklich, Hibbing

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**Advanced Placement**

Five Minnesota school districts named to national AP District Honor Roll

Five Minnesota school districts — Albert Lea Area, Minnetonka, Sartell-St. Stephen, St. Michael-Albertville and Wayzata — were recently named to the Ninth Annual AP District Honor Roll. The AP District Honor Roll recognizes school districts committed to increasing access to AP for underrepresented students while simultaneously maintaining or increasing the percentage of students earning AP Exam scores of 3 or higher. AP District Honor Roll recipients are committed to expanding the availability of AP courses among prepared and motivated students of all backgrounds.


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**Minnesota State High School League**

Synopsis of lastest Minnesota State High School League meeting available online

The Minnesota State High School League (MSHSL) Board of Directors met December 6 in Brooklyn Center. The MSHSL Board approved a motion that assigned the scheduling of District Football for 28 Class 6A football teams back to the activities administrators of those 28 schools.

Visit www.mshsl.org/mshsl/upload/MSHSL164819Board%20Synopsis%20---%2012-6-2018.pdf to view the complete board meeting synopsis. The MSHSL Board will meet next on Tuesday, February 12, 2019.

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**In Memory**

Helen A. Gould — a former Fairmont Area School Board member — passed away December 7. MSBA sends its condolences to Helen's family, friends and colleagues.
Impact of equal workplace claims on public entities

By Liberty Mutual Insurance

Tight budgets are nothing new for schools and municipalities. But as new economic and litigation trends make it harder to manage finances and risk, choosing proper protection is more critical than ever.

What's raising the stakes?

1. Rising employment practices liability (EPL) claims.
   Recent data show the number of employees filing charges with the U.S. Equal Employment Opportunity Commission is increasing:

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of workplace discrimination charges</th>
<th>Total fines against private, federal, state and local workplaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014</td>
<td>88,778</td>
<td>$296.1 million</td>
</tr>
<tr>
<td>2015</td>
<td>89,385</td>
<td>$525 million</td>
</tr>
<tr>
<td>2016</td>
<td>91,503</td>
<td>$482 million</td>
</tr>
</tbody>
</table>

2. Decreasing sovereign immunity.
   Traditionally, schools and municipalities have had some protection from EPL claims through sovereign immunity. Now this protection is falling away, as some states lift or cap limitations, and leave public entities more vulnerable to liability.

3. Fewer and higher tort caps.
   When allegations lead to lawsuits and claims, the financial consequences are steeper than ever. That’s because states are changing or removing restrictions that previously helped control damages against employers found in the wrong. Now 14 states have no such caps, and others allow award damages from $100K to $5 million.

4. Claims cost more — and take a long time to resolve.
   Defense costs alone for EPL claims can reach as high as $300,000, and take 18 to 24 months to resolve, says a report from Advisen.

   Because these factors make it even harder for schools and municipalities to cope with the risk they face, it’s essential that public entities spot and resolve problems before they escalate into claims. View the remainder of this article at https://viewpoint.libertymutualgroup.com/article/impact-equal-workplace-claims-public-entities.

Internal Revenue Service issues optional standard mileage rates for 2019

On December 14, 2018, the Internal Revenue Service issued the 2019 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on January 1, 2019, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 58 cents for every mile of business travel driven, up 3.5 cents from the rate for 2018.
- 20 cents per mile driven for medical or moving purposes, up 2 cents from the rate for 2018.
- 14 cents per mile driven in service of charitable organizations.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile.

Smartphone ergonomics: How to protect your neck, back and hands | Jeff Roach, a Loss Control and Ergonomic Specialist for Risk Administration Services, wrote an article, “Smartphone ergonomics: How to protect your neck, back and hands,” for Midwest Medical Edition (MED) magazine. With more people now owning a smartphone, along with increased use of the devices for both work and leisure activities, it is not surprising to see ergonomic issues develop. Read the complete article at http://www.midwestmedicaledition.com/2017/10/27/158535/smartphone-ergonomics-heres-how-to-protect-your-neck-back-and-hands.

Job Openings

Superintendents

- Aitkin — superintendent (application deadline: January 5, 2019)
- Bagley — superintendent (application deadline: January 12, 2019)
- Becker — superintendent (application deadline: February 1, 2019)
- Cedar Mountain — superintendent (application deadline: January 18, 2019)
- Central — superintendent (application deadline: February 11, 2019)
- Fergus Falls — superintendent (application deadline: January 31, 2019)
- Lynd — part-time superintendent (application deadline: January 28, 2019)
- New London-Spicer — superintendent (application deadline: January 18, 2019)
- Osseo Area — superintendent (application deadline: January 30, 2019)
- Rushford-Peterson — superintendent (application deadline: January 11, 2019)
- Staples-Motley — superintendent (application deadline: January 14, 2019)
- Triton — superintendent (application deadline: January 18, 2019)
- Warroad — superintendent (application deadline: January 14, 2019)

Other Administrators

- Bagley — school account/business manager (application deadline: February 11, 2019)
- Hiawatha Valley Education District — business manager (application deadline: February 1, 2019)

Governing Boards

- Minnesota State Academies — board of director member (application deadline: March 21, 2019)

Visit www.mnmsba.org/DistrictJobOpenings for application information.

EXECUTIVE SEARCH SERVICE

Find the right superintendent

The MSBA Executive Search Service supports school boards in fulfilling one of the most important school board responsibilities — hiring a superintendent

- A search process from a school board perspective
- School board maintains control of all search-related decisions

Contact MSBA’s Sandy Gundlach for more information today!

800-324-4459 | sgundlach@mnmsba.org | www.mnmsba.org/ExecutiveSearchService
Minnesota School Boards Association Insurance Trust

Life and Long-Term Disability

MSBAIT endorses National Insurance Services as the preferred provider for life and long-term disability insurance.

Risk Protection Program

The MSBAIT Risk Protection Program — developed in collaboration with Marsh & McLennan Agency — offers property, casualty, and workers’ compensation insurance and risk management products and services to eligible MSBA member school districts through select, participating insurers and other providers.

Property/Casualty Insurers

- EMC Insurance
- Glatfelter Public Practice
- Hanover Insurance Group
- Liberty Mutual
- Wright Specialty Insurance

Workers’ Compensation Insurers

- AccidentFund Insurance Company of America
- RAS
- SFM
- UnitedHeartland

Advanced Protection Plan

The Advanced Protection Plan features insurance coverage enhancements designed specifically to protect schools.

- Builder’s Risk
- Cyber/Data Breach
- Drones
- International Travel
- Tenants User Liability Program (TULIP)

Minnesota School Boards Association Insurance Trust

Managing Member Risk Since 1972

Call 800-324-4459 to speak with a MSBAIT representative or visit http://www.mnmsba.org/MSBAIT today!

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