

KOSAA

Kentucky Organization of
Superintendents' Administrative Assistants



Membership

The Kentucky Organization of Superintendents' Administrative Assistants (KOSAA) began in January 2006 at the Kentucky School Boards Association Annual Conference in Louisville, offering a way to network with other assistants across the Commonwealth of Kentucky. A list of members and contact information is available at KSBA.org. When KOSAA members need answers to questions, they can quickly e-mail other members for assistance. Persons new to the position, through the KOSAA Mentoring Program, may be assigned a mentor from the membership to assist when questions arise.

Membership in the organization is open to all professional administrative assistants or secretaries assigned to serve the district superintendent, executive director, deputy/assistant superintendent, other central office administrator or board of education of a public school district or educational agency. No fee is required to become a member of KOSAA.

KOSAA:

- provides support to new individuals
- encourages professional growth and renewal
- provides training and activities which offer a state-wide perspective on educational needs and issues
- offers numerous opportunities to build professional confidence and expertise
- provides a network of administrative assistants throughout the Commonwealth
- offers a venue to recognize outstanding growth and contribution through its Professional Assistants Academy
- meets twice a year in conjunction with KSBA Annual Conference and Summer Leadership Institute

“I have enjoyed being a KOSAA member ... it's one of my favorite things about my job. I'm so thankful that the superintendent allowed and encouraged me to be a part of KOSAA. I so enjoyed serving on committees, as a director and as president! At the first meeting ... I had only been in my position for six months. I had lots to learn ... KOSAA helped me to grow so much! I have made friendships that will last into retirement.”

Retiring KOSAA member, Metcalfe Co. Schools

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To join KOSAA, contact:

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or contact your district's policy consultant