

Regular Board Meeting

Wednesday, May 13, 2026 6:00 PM

MSAD Wilkins Hall, 615 Olof Hanson Drive, Faribault, MN 55021

1. Call to Order

2. Pledge of Allegiance

3. Adoption of Agenda

4. Open Forum: MSAD International Studies Club

5. Public Comment:

6. Consent Agenda

6.A. MSA April Board Meeting Minutes for Approval

6.B. Human Resources Report

6.C. Donations

7. Policies

7.A. Policies for Reauthorization: None

7.B. New or Updated Policies for Approval: None

7.C. Policies for First Reading

7.C.1. 516 - Student Medication

8. Action Items

8.A. Curriculum Purchase

8.B. Set the MSA Board/Committee Meeting Schedule

8.C. Out of State Travel Requests

9. Information Items:

9.A. Discuss Officer Elections

9.B. Superintendent Performance Evaluation

9.C. Superintendent's Report

9.C.1. End of Year Progress Report

9.D. Director's Reports

9.D.1. Director of Nutrition

9.D.2. Director of Curriculum and Educational Programs

9.D.3. Fiscal Services Director

9.D.3.a. FY Year-to-Date Report

10. Strategic Plan

11. Board Committee Reports

11.A. Site Council Reports

11.B. Policy Committee

12. Announcements:

12.A. Subsequent Meetings:

- June 17, 2026, 6:00 PM at MSAB

13. Adjourn



Kia Ora!

Thank you & Purpose

We would like to sincerely thank the School Board for the continued support of the International Studies Club and for giving students opportunities like this to learn beyond the classroom. Your support helped make this incredible experience possible.

Today, we are honored to share the educational impact of our trip, including the growth, learning, and meaningful experiences our students gained through this journey.



Bridge Climb



Trip Overview

Aotearoa/ New Zealand

March 21 – April 1, 2026

6 students

Mya, Melanie, Maresa, Riley,
Sophia, & Vin

Sponsors: Aimee & Lisa

Main trip educational goals:

- Cultural immersion
- Global awareness
- Independence and leadership
- Language/accessibility experience
- Historical and environmental learning



Educational Benefits



Cultural Learning

- Other country's customs, traditions, food, and daily life (Maori and Kiwis)
- Respect for cultural differences and similarities, including Deaf Kiwis.

Personal Growth

- Built confidence (airports, schedules, unfamiliar places/people, NZD)
- Increased independence and responsibility.

Communication Skills

- Problem-solving in new environments.
- Collaboration with peers and adults (NZSL).
- Advocacy and adaptability as Deaf students in international settings.

Academic Connections

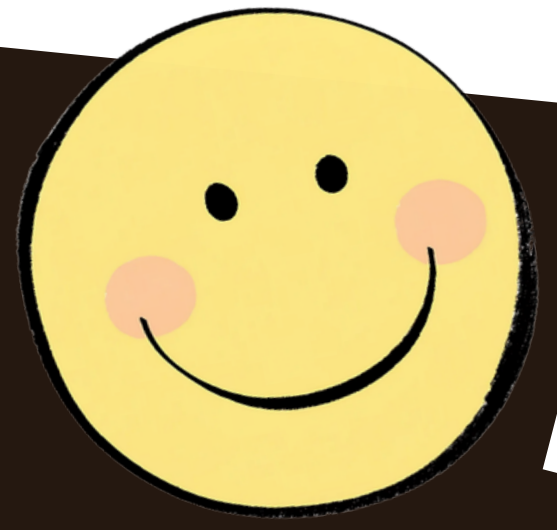
- Geography, history, science, environmental studies, and cultural studies brought to life.



Arrival Group Photo

Student Testimonials





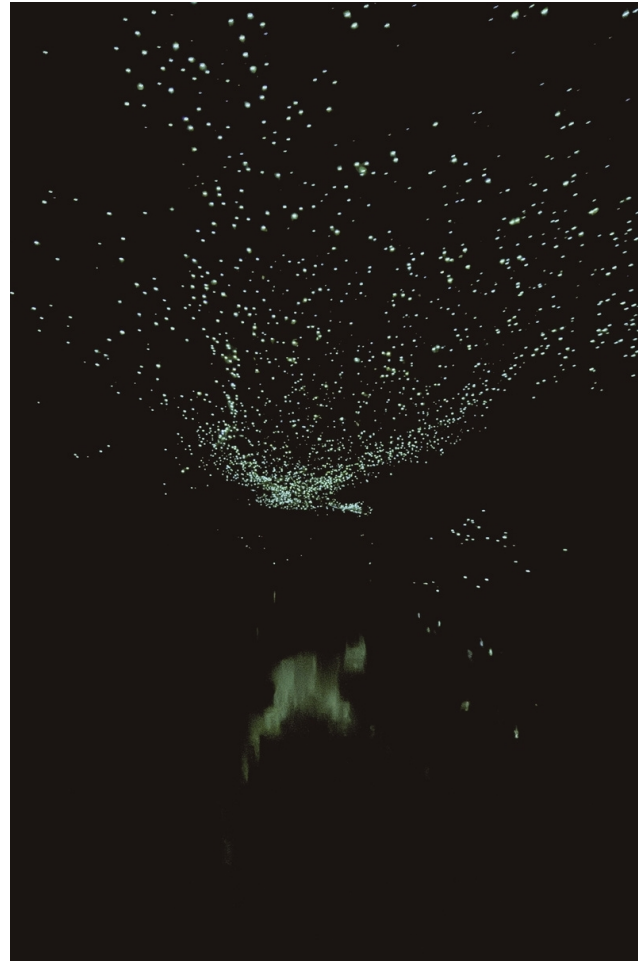


Sponsor

Perspectives

- Lifelong Love of Learning
- Global Citizenship
- Growth in maturity
- Peer support & collaboration
- School pride & positive representation
- Stronger student relationships





MORE
Photo Dump!





Atty

Thank you!

Whakawhetai Koe!



Minutes of Regular Board Meeting Minnesota State Academies Board

A Regular Board Meeting of the Minnesota State Academies Board was held Wednesday, April 15, 2026, beginning at 6:00 PM in the Lysen Hall, MSAB Campus, 400 SE 6th Ave, Faribault, MN 55021.

Present: Chair Annette Freiheit, Sara Pratt, Jamers Speier, Katie Wangberg, Diane Dohnalik (joined at 6:23 p.m.), Hernan Moncada (joined at 6:51 p.m.)

Absent: Oluwagbenga Ogungbe

Ex-Officio Present: Superintendent Terry Wilding, MSAB Site Council Representative Zena Anderson

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Adoption of Agenda**

Chair Freiheit noted a correction to the meeting agenda. Item number 8B and 8C are the same item and therefore should be combined.

Sara Pratt motioned to approve the agenda as amended to combine items 8B and 8C. Seconded by Katie Wangberg, the motion passed.

4. **Public Comment: None.**
5. **Consent Agenda**
 - A. **MSA March Board Meeting Minutes for Approval**
 - B. **Human Resources Report**
 - C. **Donations**

Sara Pratt motioned to approve the consent agenda and was seconded by Katie Wangberg. Motion passed.

6. **Policies**
 - A. **Policies for Reauthorization: None**
 - B. **New or Updated Policies for Approval**
 1. **Policy 903 - Visitors to MSA Buildings and Sites**

No significant changes since the last reading. Jamers Speier motioned to approve Policy 903 as written. Katie Wangberg seconded, and the motion passed.

- C. **Policies for First Reading: None**
7. **Procedures for Review/Approval**
 - A. **Procedure 2301: Interview and Recommendations - MSA Board Candidates**

Superintendent Wilding explained that procedures do not typically require Board approval; however, this procedure applies specifically to the Board. The procedure has been updated to reflect current practice, including the process for receiving application through the Secretary of State. The appendix of standard questions has been removed, allowing site council chairs to determine appropriate interview questions.

Sara Pratt asked for clarification regarding how the procedure applies when only one candidate applies. Superintendent Wilding explained that site councils may choose to proceed with interviews; however, the interview process is typically waived when a candidate is applying for a second term (reappointment).

Sara Pratt motioned to approve Procedure 2301 and was seconded by Jamers Speier. Motion passed.

8. Action Items

A. Out of State Travel Requests

Superintendent Wilding explained that seniors from each campus participate in an annual senior trip. This year, the MSAD campus plans to take a day trip out of state to the Apostle Islands. Fees for the trip will be covered through fundraising efforts.

Also, Nichelle Steffen, MSA Student Life Director, has requested to attend a student life conference in Texas.

Katie Wangberg motioned to approve both out-of-state travel requests. Seconded by Sara Pratt, the motion passed.

B. Consider Site Council Appointment

1. Meghan Lewis, MSAD Teacher Representative

Superintendent Wilding explained that the teacher representative is a direct appointment, replacing Justine Gonzalez. Jamers Speier asked whether Meghan would automatically become the Site Council Chair. Superintendent Wilding explained that Meghan would complete the remainder of Justine Gonzalez's term as teacher representative, but not become an officer.

Jamers Speier motioned to appoint Meghan Lewis to the MSAD Site Council Teacher Representative position. Seconded by Sara Pratt, the motion passed.

9. Information Items:

A. Superintendent's Report

In addition to reviewing his report, Supt. Wilding invited the Board members to the graduation ceremonies.

B. Director's Reports

1. Director of Student Support Services: Brittany Thomforde

Brittany Thomforde reported that 52 referrals have been received for this year's Extended School Year (ESY) program, including 19 from the deaf school and 33 from the blind campus. With a high number of students qualifying, high enrollment is anticipated.

2. Health Services Director: Kimberly Viskocil

Kimberly Viskocil reported on staff schedules and roles within Health Services.

3. Physical Plant Director: Dan Haugen

Dan Haugen recognized the efforts of the Physical Plant team and provided updates on projects, including refrigerator replacement and wheelchair lift installation. Ongoing issues with aging water pipes continue to be addressed. Superintendent Wilding added that architects will visit the MSAB campus to discuss renovation design options with students and staff.

4. Student Life Director Report: Nichelle Steffen

Nichelle Steffen reported that dorm enrollment is stable, with a slight decline in after-school program participation. Activities continue to focus on student engagement, connection, and a sense of belonging. Upcoming events include prom and the End-of-Year Bash. Staffing for the MSAB dorm is expected to be complete, while two positions are still vacant at the MSAD dorm.

5. Fiscal Services Director: Amber Miller

a. FY Year-to-Date Report

Chair Freiheit reported that Amber Miller was unable to attend, and any questions may be directed to Amber Miller or Superintendent Wilding. Superintendent Wilding noted that deadlines for purchasing are approaching.

10. Strategic Plan

Chair Freiheit shared a draft of the strategic plan developed by the strategic planning committee and thanked the committee members for dedicating a full day to the process and providing thoughtful feedback.

Superintendent Wilding explained that the mission, vision, and core values (guiding beliefs) were revised and aligned with identified goal areas and action steps, while maintaining the “achieve, care, thrive” language as closely as possible. The plan includes five core values and four goal areas: academic excellence and student outcomes; statewide outreach, visibility and engagement; staff excellence, stability, and accountability; and safe, modern, and accessible facilities.

The final section of the plan will include an implementation timeline with quarterly updates and reporting to stakeholders.

Following Board feedback, the draft will be shared through an online survey with stakeholders and site councils to gather additional input and help refine priorities. Superintendent Wilding noted that not all action steps will be addressed within the first year.

Sara Pratt commended the committee’s work and asked how progress would be measured. Superintendent Wilding explained that a dashboard with key progress indicators (KPI) will be developed. Discussion acknowledged the importance of pacing implementation over multiple years to ensure goals are achievable with current staffing capacity. Superintendent Wilding noted that teams and committees will support the implementation of specific action steps. Stakeholder feedback will be gathered through meetings with the Instructional Leadership Team, stakeholder surveys, and review with site councils in May, prior to the May and June Board

meetings. Board members were encouraged to share feedback with Superintendent Wilding and Chair Freiheit. Appreciation was expressed to Kim Barron, Food Services, and IT staff for supporting the planning session.

11. Board Committee Reports

A. Site Council Reports

Zena Anderson reported that the MSAB Site Council had no new information to share. The school is looking forward to hosting prom again. No report was provided from the MSAD Site council.

B. Executive Committee

The Executive Committee referred the request for an enrollment study to the strategic planning team. The committee will also meet with representatives from the Cognia accreditation team for an interview.

C. Policy Committee

The policy committee continued its review state statutes and engaged in thoughtful discussion.

12. Announcements:

The Superintendent evaluation survey will be distributed to the Board in May. Upcoming items in June include officer elections and approval of the 2026-2027 Board meeting schedule.

A. Subsequent Meetings:

- **May 13, 2026, 6:00 PM at MSAD**
- **June 17, 2026, 6:00 PM at MSAB**

13. Adjourn

Jamers Speier motioned to adjourn. Katie Wangberg seconded, and the motion passed.

The meeting adjourned at 7:04 p.m.

Human Resources Report

April 2026 Board Meeting

Personnel Changes March 25, 2026 – April 21, 2026

Retiring Employees:

1. Ron Palma
2. Patty Rux

Vacancies Filled:

1. Nash Dushek
2. Mike Schuenke

Resignations/Separations:

1. Lance Gonzalez
2. Justine Gonzalez

Leave of Absences (LOA/PPL):

1. Auna Ortiz
2. Bryan Ortiz
3. Brian Starkson
4. Chloe Donahue
5. Kirsten Mulally
6. Ryan Kranz-Strum
7. Kelsey Kirkpatrick
8. Nichole Argentina

Return from LOA:

1. Fiona Caflich
2. Angie Thomas

Permanent Lay-Off: None

Re-Call from Lay-Off: None

Transfers:

Work Out of Class:

1. Lee Jones, MSAD Institution Educational Supervisor
2. Julia Forti, RPA

Probation to Permanent:

1. Tammie Warner
2. Tanya Yankowiak
3. Heather Smisek
4. Carissa Leavstrom
5. Angie Becker

Non-Certifications:

Phased Retirement Option Appointments (PRO): None

ECA Positions 2025-2026 and Staff Assigned:

Items that do not require Board Approval: None

April 2026 Donations

Date:	4/1/2026
From:	St. Paul & MN Foundation
Type:	Monetary Donation
Amount:	\$11,163.63
For:	MSAB Designated Fund
Deposited to:	#1428
Thank You:	Heidi Cole/John Davis

Date:	4/16/2026
From:	Anonymous
Type:	Magnetic Building toys, puzzles, and games
Amount:	\$493.21
For:	Students at MSAB
Deposited to:	
Thank You:	Amy Boyle

Date:	4/23/2026
From:	Deaf Equity
Type:	Monetary Donation
Amount:	\$983.87
For:	MSAD Academic Bowl
Deposited to:	#1366
Thank You:	Ryan Smith-Hastings

Policy #: 516
Title: STUDENT MEDICATION AND TELEHEALTH
Date of Initial Approval: 11-12-2015
Revision/Re-authorization Dates: 1-21-2016; 04-25-2019; 04-26-2022
Reviewers: MSA Director of Health Services

I. PURPOSE

The purpose of this policy is to establish the **required provisions when administering non-emergency medication to students and overall** guidelines for medication administration at the Minnesota State Academies (MSA).

[NOTE: The necessary provisions for complying with Minnesota Statutes, sections 121A.22, Administration of Drugs and Medicine, 121A.221, Possession and Use of Asthma Inhalers by Asthmatic Students, and 121A.222, Possession and Use of Nonprescription Pain Relievers by Secondary Students are included in this policy. The statutes do not regulate administration of drugs and medicine for students aged 18 and over or other nonprescription medications. Please note that section 121A.22 does not require school districts to apply the administration of medication rule to drugs or medicine used off school grounds, drugs, or medicines used in connection with athletics or extra-curricular activities, and drugs and medicines that are used in connection with activities that occur before or after the regular school day.]

II. GENERAL STATEMENT OF POLICY

MSA acknowledges that some students may require **prescribed drugs or medication or telehealth services** while attending school or staying in the dormitories at MSA. MSA's licensed nurses or trained staff will administer medications, **except any form of medical cannabis**, in accordance with law and MSA procedures.

III. DRUG AND MEDICATION REQUIREMENTS

A. Administration of Drugs and Medicine

- a. The administration of medication or drugs at school requires a completed signed request from the student's parent/guardian. An oral request must be reduced to writing within two school days/as soon as possible, with the understanding that MSA will follow the oral request until a written request is received.
- b. All medication will be administered by licensed nurses or a delegated trained school employee (i.e., during athletic events, field trips, and/or special events). Staff who are delegated to administer medication must have received medication training from a registered nurse and understand expectations. After administration of medication, delegated staff are to complete and sign the medication administration labels or form and return the documentation to the health office. Delegated staff must personally pick up, administer, and return medication, labels, and medical plans from the school health offices.
- c. For special student events happening outside of Minnesota, school health services may provide consultation on safe planning and preparation processes including considerations for identifying student health and medical needs. This may also include sharing a framework that may include (but not limited to) administration and storage of medication, allowance for student self-administration when appropriate, considerations for individualized student health needs or plans, and allowance for parent/caregiver to train school staff directly on their child's medication or health needs during the trip.

- d. Drugs and medicine subject to Minnesota Statutes, 121A.22 must be administered, to the extent possible, according to MSA procedures that must be developed in consultation with a licensed school nurse, licensed under Minnesota Rules, part 8710.6100.
- e. Exclusions: The provisions on administration of drugs and medicine above may not apply to drugs or medicine that are:
 1. purchased without a prescription
 2. used by a student who is 18 years old or older and is their own guardian
 3. used in connection with services for which a minor may give effective consent
 4. used in situations in which, in the judgment of the school personnel, including a licensed nurse, who are present or available, the risk to the student's life or health is of such a nature that drugs or medicine should be given without delay
 5. used off the school grounds
 6. used in connection with athletics or extracurricular activities
 7. used in connection with activities that occur before or after the regular school day
 8. provided or administered by a public health agency to prevent or control an illness or a disease outbreak as provided under Minnesota law
 9. prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
 - MSA has received a written authorization each school year from the student's parent permitting the student to self-administer the medication;
 - the inhaler is properly labeled for that student; and
 - the parent has not requested school personnel to administer the medication to the student.
10. epinephrine delivery systems, consistent with Minnesota Statutes, section 121A.2205, if the parent and prescribing medical professional annually inform the student's school in writing that:
 - the student may possess the epinephrine or
 - the student is unable to possess the epinephrine and requires immediate access to epinephrine delivery systems that the parent provides properly labeled to the school for the student as needed.

MSA's licensed nurse or other appropriate party/health care provider must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter information into the student's school health record/ emergency health plan to implement safe possession and use of asthma inhalers.

Special health treatments and health functions, such as catheterization, tracheostomy suctioning, and gastrostomy feedings, do not constitute

administration of drugs or medicine.

Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy.

B. Prescription Medication

- a. A "Medication Request and Physician Authorization/Parent-Guardian Authorization" form must be completed annually and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minnesota Statutes, section 152.22, subdivision 6.
- b. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law and must be administered in a manner consistent with the instructions on the label/medication order.
- c. School Health Services Nursing may request to receive further information about the prescription, if needed, prior to administration of the substance. All contact with parent/guardians or healthcare providers regarding medication must originate with the school health office. Staff may contact the school health office and discuss concerns regarding medications at any time.
- d. Prescription medications are not to be carried by the student but will be brought to the school health office. Exceptions to this requirement are prescription asthma medications self-administered with an inhaler (See Section III.A.e(9) above), and medications administered as specified in an IEP (individualized education program), emergency care plan, or IHP (individual health plan).
- e. When possible, all medications should be brought directly to the health services office by the parent/guardian. When this is not possible, parents must notify the Director of Health Services and/or the licensed nurse that medication is coming with the student ~~and where it can be found (suitcase, backpack, etc.)~~.
- f. The preferred method of receiving medications which are controlled substances is to have the parent/guardian deliver the medication directly to the nurse in the health services office. Because MSA is a residential facility, we understand that it is not always possible.

If medication is sent with a student, the medication must be put in an envelope, the envelope sealed, parent's/guardian's signature written across the seal, and a note written on the envelope stating how many tablets are being sent. ~~The envelope must be given to the driver transporting the student to MSA and delivered to the dorm staff when arriving on campus. Employees are responsible for delivering the medication to the health office promptly upon receipt.~~

Parents/guardians should notify the health office that the medication was sent with the student. ~~Students should be instructed to deliver all medication directly to the health office as they arrive on campus.~~

- g. Parents are responsible for ensuring there is a supply of medication for their student. Health services staff will assist with the refill process as needed, working with the parent/guardian and their healthcare provider. In special situations, a prescription can be refilled at a local pharmacy and nursing staff will pick up the

medication (following communication from the parents/guardians or student as appropriate). If a student should be receiving medication and there is no supply, nursing staff may determine that it is not safe for the student to remain at school and the student will be sent home until the medication is available.

- h. The school must be notified immediately by the parent or student 18 years old or older (own guardian) in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions is required.
- i. MSA school health services shall be responsible for the filing of the Medication Request and Physician Authorization/Parent-Guardian Authorization form in the student's health record. School nurses (or other designated employees) are responsible for providing a copy of such form or comparable information to personnel designated to administer the medication.
- j. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, emergency care plan, or IHP.
- k. If the administration of a drug or medication described in this section requires the school district to store the drug or medication, the parent or legal guardian must inform the school if the drug or medication is a controlled substance. For a drug or medication that is not a controlled substance, the request must include a provision designating the school district as an authorized entity to transport the drug or medication for the purpose of destruction if any unused drug or medication remains in the possession of school personnel. For a drug or medication that is a controlled substance, the request must specify that the parent or legal guardian is required to retrieve the drug or controlled substance when requested by the school.

C. Nonprescription Medication

ALL medication, prescription and over the counter (OTC), must be kept in the Health Office except in special circumstances as authorized by the health services nursing staff. Students may not self-administer medication without a specific doctor's order unless authorized by health services nursing staff.

Students who are found to be in possession of any medication, either prescription or OTC which has not been authorized, may be subject to discipline, including possible suspension.

The term "medication" is not limited to prescription medication but includes OTC drugs (excluding those on MSA's "Over-the-Counter Medication" form). The health office supplies some OTC medications as listed on the "Over-the-Counter Standing Medication" form. The medications supplied by MSA are given per label/standing orders which are reviewed and signed by a local physician annually. The over-the-counter medications listed on the "Over-the-Counter Standing Medication" form may be administered if the parent/guardian or student as their own guardian has provided consent and signs the "Over-the-Counter Standing Medication" form as requested.

D. Possession and Use of Epinephrine Delivery Systems

a. Definitions

- i. "Administer" means the direct application of an epinephrine delivery system to the body of an individual.
- ii. "Epinephrine delivery system" means a medication product approved by the United States Food and Drug Administration that automatically delivers a single, premeasured dose of epinephrine to prevent or treat a life-threatening allergic reaction.
- iii. "School" means a public school under Minnesota Statutes, section 120A.22, subdivision 4, or a nonpublic school, excluding a home school, under section 120A.22, subdivision 4, that is subject to the federal Americans with Disabilities Act.

- b. At the time a student enrolls in school, and annually thereafter, a student's parent, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan/emergency health plan for a student who is prescribed epinephrine delivery systems that enables the student to:

- i. possess epinephrine delivery systems; or
- ii. if the parent and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to epinephrine delivery systems in close proximity to the student at all times during the instructional day.

For the purposes of this policy, "instructional day" is defined as the entire period of time that a student attends MSA programs, including residential and after school/extracurricular programs.

- c. MSA nurses and trained MSA staff are responsible for implementing students' health plan, including recognizing anaphylaxis and administering epinephrine delivery systems when required, consistent with state law. This health plan may be included in a student's IEP, emergency health plan, or individualized health plan.
- d. MSA may obtain and possess epinephrine delivery systems to be maintained and administered by school personnel, including a licensed nurse, to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine delivery system. The administration of an epinephrine delivery system in accordance with Minnesota Statutes, section 121A.2207 is not the practice of medicine.
- e. Registered nurses may administer epinephrine delivery systems in a school setting according to a condition-specific protocol as authorized under Minnesota Statutes, section 148.235, subdivision 8. Notwithstanding any limitation in Minnesota Statutes, sections 148.171 to 148.285, licensed practical nurses may administer epinephrine delivery systems in a school setting according to a condition-specific protocol that does not reference a specific patient and that specifies the circumstances under which the epinephrine delivery system is to be administered, when caring for a patient whose condition falls within the protocol.

- f. MSA may enter into arrangements with manufacturers of epinephrine delivery systems to obtain epinephrine delivery systems at fair-market, free, or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school's supply of epinephrine delivery systems.

The Commissioner of the Minnesota Department of Health must provide MSA with a standing order for distribution of epinephrine delivery systems under Minnesota Statutes, sections 148.235, subdivision 8 and 151.37, subdivision 2.

E. Sunscreen

A student may possess and apply a topical sunscreen product while on school property or at a school-sponsored event without a prescription, physician's note, or other documentation from a licensed health care professional. School personnel may but are not required to provide sunscreen or assist students in applying sunscreen.

F. Procedure regarding unclaimed drugs or medications

- a. MSA has adopted the following procedure for the collection and transport of any unclaimed or abandoned prescription drugs or medications remaining in the possession of school personnel in accordance with this policy. Before the transportation of any prescription drug or medication under this policy, MSA shall make a reasonable attempt to return the unused prescription drug or medication to the student's parent or legal guardian. Transportation of unclaimed or unused prescription drugs or medications will occur at least annually, but may occur more frequently at the discretion of the MSA Director of Health Services.
- b. If the unclaimed or abandoned prescription drug is not a controlled substance as defined under Minnesota Statutes, section 152.01, subdivision 4, or is an over-the-counter medication, MSA will either designate an individual who shall be responsible for transporting the drug or medication to a designated drop-off box or collection site or request that a law enforcement agency transport the drug or medication to a drop-off box or collection site.
- c. If the unclaimed or abandoned prescription drug is a controlled substance as defined in Minnesota Statutes, section 152.01, subdivision 4, MSA or school personnel are prohibited from transporting the prescription drug to a drop-off box or collection site for prescription drugs identified under this paragraph. MSA must request that a law enforcement agency transport the prescription drug or medication to a collection bin that complies with Drug Enforcement Agency regulations, or if a site is not available, under the agency's procedure for transporting drugs.

IV. ACCESS TO SPACE FOR MENTAL HEALTH CARE THROUGH TELEHEALTH

- A. Beginning October 1, 2024, to the extent space is available, MSA must provide an enrolled secondary school student with access during regular school hours, and to the extent staff is available, before or after the school day on days when students receive instruction at school, to space that a student may use to receive mental health care through telehealth from a student's licensed mental health provider. A secondary school must develop a plan with procedures to receive requests for access to the space.
- B. The space must provide students with adequate privacy to receive mental health care.
- C. MSA students may use a school-issued device to receive mental health care through

telehealth if such use is consistent with MSA policies governing acceptable use of the school-issued device.

- D. MSA may require a student requesting access to space under this section to submit to the school a signed and dated consent from the student's parent or guardian, or from the student if the student is age 16 or older, authorizing the student's licensed mental health provider to release information from the student's health record that is requested by the school to confirm the student is currently receiving mental health care from the provider. Such a consent is valid for the school year in which it is submitted.

Legal References:

Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.21 (School Health Services)
Minn. Stat. § 121A.216 (Access to Space for Mental Health Care through Telehealth)
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 121A.2205 (Possession and Use of Epinephrine Delivery systems; Model Policy)
Minn. Stat. § 121A.2207 (Life-Threatening Allergies in Schools; Stock Supply of Epinephrine Delivery systems)
Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)
Minn. Stat. § 121A.222 (Possession and Use of Nonprescription Pain Relievers by Secondary Students)
Minn. Stat. § 121A.223 (Possession and Use of Sunscreen)
Minn. Stat. § 148.171 (Definitions; Title)
Minn. Stat. § 151.212 (Label of Prescription Drug Containers)
Minn. Stat. § 152.01 (Definitions)
Minn. Stat. § 152.22 (Definitions)
Minn. Stat. § 152.23 (Limitations)
Minn. Rule 8710.6100 (School Nurse)
20 U.S.C. § 1400 et seq. (Individuals with Disabilities Education Act)
29 U.S.C. § 794 et seq. (Rehabilitation Act of 1973, § 504)

Cross References:

MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)



MINNESOTA STATE ACADEMIES FOR THE DEAF AND THE BLIND

615 Olof Hanson Drive, Faribault MN 55021 (507) 384-6600 www.msa.state.mn.us

TO: MSA School Board

FROM: MSA School Accountability Committee

DATE: May 1, 2026

SUBJECT: Recommendations for Curriculum Purchase

After review by various stakeholders, the School Accountability Committee would like to recommend the approval of the following curricula for specific schools and content areas.

Self-Contained/MC

[TeachTown \(MSAD\)](#) - TeachTown would be a new purchase for MSA. Stakeholders liked this as an option for the Deaf school because of the visual aids embedded throughout the curriculum, its differentiation and scaffolding that fits the needs of the students, its embedded supports for IEP intervention, and its incorporation of transition and social skills throughout K-12 grade. The school staff would also like to partner with Western Pennsylvania School for the Deaf who also just purchased TeachTown. ULS has recently acquired TeachTown.

Cost: \$245 per student

[Unique Learning System \(ULS\) and News 2 You \(N2Y\) \(MSAB\)](#) - ULS and N2Y are currently in use at MSAB and MSAD. Stakeholders liked this option for the Blind school because it more closely aligns to the needs of the students and it is more efficient to adapt to Blind students than the other options.

Cost: ULS \$830 per teacher (based on last year's quote)

N2Y \$260 per teacher (based on last year's quote)

ULS and TeachTown are very similar, but each have their own strengths that best align with Blind and Deaf students.

Transition

[Attainment \(MSAB and MSAD\)](#) - Attainment is not a comprehensive curriculum. It is a series of programs on specific topics. Because transition skill instruction depends so much on students' skill deficiencies, stakeholders liked that we were able to purchase

programs on individual topics. They stated that Attainment appeared to be the most appropriate fit for our students. They also hoped that MSA would purchase TeachTown and ULS/N2Y as a supplement to students that continue to have skill gaps.
Cost: \$150-\$300 per program

Science

[Mystery Science \(Elementary\)](#) - This purchase would be a reauthorization for MSAB and new purchase for MSAD. Stakeholders liked that the curriculum aligned with grade-level content but was less text-dependent than other curriculum options. They appreciated that the platform was user-friendly, had lots of opportunity for incorporating hands-on activities, and embedded real-life application.
Cost: \$500 per district

[Full Option Science System \(FOSS\) \(Middle School\)](#) - This purchase would be a reauthorization for MSA. We would purchase new editions of the texts and possibly need to restock some supplies in the kits or purchase some conversion kits for new labs that are in the updated editions. Stakeholders liked FOSS because of its hands-on activities and phenomenon-driven lessons.
Cost: \$21 per student book; \$1,950 per conversion kit

[HMH Science Dimensions \(High School\)](#) - This would be a new purchase for MSA. Stakeholders liked that the student work is broken down into smaller chunks of text which would make it less overwhelming for students. They also liked the ease of use of the online platform.
Cost: TBD

Board Meetings/Board Committee Meetings for July 2026-June 2027

Draft for consideration

1) Board retreats –

- **1 Retreat:** September or October?

2) Board meetings –

10 meetings

Agenda: Chair of the Board and Superintendent

Minutes: Superintendent's Executive Aide

On Wednesdays of selected months (6:00 PM September – October and April – June; 1:00 PM November – March)

- August 19
- September 16 (pending retreat)
- October 21 (pending retreat)
- November 18
- December 16
- January – no meeting, MSBA Conference January 14-15
- February 10
- March 17
- April 14
- May 12
- June 23 (Superintendent Evaluation/Organizational Meeting/Election of Officers)

3) Site Council Meetings –

9 meetings each campus (18 meetings in total)

Membership: Defined in each Site Council's bylaws

Chairs: As elected for each Site Council

Agenda: Directors and Chairs of Site Councils

Minutes: Director's Administrative Assistant

Wednesday/Thursday of 1st full week (M-F) of each month - 2:00 to 4:00 p.m.

- Joint Site Council – September 9 (Open Meeting Law refresher training)
- MSAD – October 7
- MSAB – October 8
- MSAD – November 4
- MSAB – November 5
- MSAD – December 9
- MSAB – December 10
- Joint Site Council - January 6
- MSAD – February 3
- MSAB – February 4
- MSAD – March 3
- MSAB – March 4
- MSAD – April 7
- MSAB – April 8
- MSAD – May 5 (election of officers for 2027-2028)
- MSAB – May 6 (election of officers for 2027-2028)

4) Executive Committee Meetings –

5 meetings (and special meetings as needed throughout the year)

Membership: Chair, Vice-Chair, Officer of Business Affairs, and Superintendent

Chair: Chair of the Board

Agenda: Chair of the Board and Superintendent

Minutes: Superintendent's Executive Aide

Selected Dates – (time TBD)

- August 10 (determine school goals)
- October 12
- January 12
- March 1
- June 8 (Plan for Summer Retreat, Meeting schedule, etc.)

5) Finance Committee Meetings –

4 meetings (and special meetings as needed throughout the year)

Membership: Director of Fiscal Services, Superintendent, two board members, one MSA Administrator

*Financial reports will continue to be sent for every board meeting.

Chair: Director of Fiscal Services

Agenda: Director of Fiscal Services and Officer of Business Affairs

Minutes: MSA Administrator's Administrative Assistant

Selected Dates – (time TBD)

- September 21
- January 11
- April 5
- June 14 – (Final review of 2027-2028 budget for Board approval)

6) Policy Committee Meetings –

10 meetings

Membership: Two Board Members; Superintendent; Director of Human Resources; two MSA Administrators

Chair: Superintendent

Agenda: Superintendent

Minutes: MSA Administrator's Administrative Assistant

Selected Dates (two weeks prior to each Board meeting) – (time TBD)

- August 3
- September 1
- October 5
- November 2
- November 30
- January 25
- March 1

- March 29
- April 26
- June 7 (Annual policies and student handbook)

7) **School Operations Committee –**

3 meetings (and special meetings as needed throughout the school year)

Membership (4): 2 Board Members, Superintendent, MSAB Director, MSAD Director, MSA Student Life Director

Ex-Officio Members: Two teacher representatives – one from each campus – will be invited to participate in school calendar development

Chair: One of the Board Members

Agenda: Chair of the School Operations Committee and Superintendent

Minutes: Superintendent's Executive Aide

Selected Dates – 3:15 – 4:15 p.m.

- December 7 – Review feedback from stakeholders re: school calendar – discuss components of draft calendar.
- January 4 – Review draft calendar and feedback from stakeholders. Recommend changes to draft & determine if additional information is needed.
- January 26 – Finalize calendar draft for board approval

Out of State Travel

MSA Staff Professional Development

Staff: Terry Wilding

Dates: November 10-15, 2026

Event: CEASD Board Meeting/Council of Administrators of Special Education Conference, Providence, Rhode Island

Justification: Terry serves on the board for the Conference of Educational Administrators of Schools and Programs for the Deaf (CEASD), and their fall conference will be held immediately following the Council of Administrators of Special Education (CASE) Conference. CEASD serves as a nationwide advocate for deaf and hard of hearing educational programs, and the CASE conference will provide workshops related to special education as well as networking opportunities.

Estimated expenses:

- Flight: \$600
- Lodging: \$1,500
- Registration: \$625
- **Total amount: \$2,725 (estimated)**



MINNESOTA STATE ACADEMIES FOR THE DEAF AND THE BLIND

615 Olof Hanson Drive, Faribault MN 55021 (507) 384-6600 www.msa.state.mn.us

Progress Report on MSA Goals for 2025-2026

MSA Vision:

MSA empowers every student to achieve, care, and thrive in an ever-changing world.

MSA Mission:

MSA provides a rigorous, student-centered educational program in a fully accessible, language-rich environment to maximize each student's full potential. Additionally, MSA provides statewide resources and professional expertise to parents, families, partners, and educational programs in Minnesota.

MSA Performance Goals and Standards

Goal #1: Implement/update policies and procedures to improve school accountability, including curriculum development/review; course catalogs, course approvals, and other pertinent action steps. [Standard 6c \(Curriculum and Instruction\)](#)

- *Performance Measure 1: Led by the school accountability committee, develop a 3-year comprehensive achievement and civic readiness plan (CACR). Measured by completion of new CACR plan, including actionable steps to be implemented during each year (By February 2026)*
 - *Completed – shared with the board during the December 2025 Board meeting.*
- *Performance Measure 2: Continue implementation of MSA Policy #616 and the school accountability committee. Measured by schedule/agendas for the school accountability committee; review and implementation of an updated curriculum review cycle that includes procedures for approval of new coursework and alignment with state requirements and standards; and identification of priority areas for curriculum work to be completed during the summer of 2026.*
 - *Completed –*
 - *School Accountability committee: Led by Justin Cyboron, the committee met regularly once a month with extensive work done between meetings.*
 - *Updated Curriculum Review cycle: Completed and shared with board during March 2026 board meeting.*
 - *Procedure for New Course approval: Currently in the final stages of approval – will be completed by June 1, 2026*
 - *Priority areas for curriculum work: Completed along with the Curriculum Review Cycle (March 2026)*

MSA empowers every student to achieve, care, and thrive in an ever-changing world.

- ***Performance Measure 3:*** (Continued from last year) Complete and publish course catalog for both campuses. Measured by published course catalogs for both campuses on our websites by May 2026.
 - ***Nearing Completion:*** We are finalizing the details of course catalogs for each academy and will ensure that all approved courses are added into our database in PowerSchool. Afterwards, both catalogs will be published on our website. Anticipated date of completion is June 2026. Both documents will be “living documents” with additions made when we develop new courses and/or update requirements based on curriculum work.

Rating Scale for Goal #1:

Highly Effective (4) - Ensures curriculum is in place, aligned across grade levels, and complies with state standards; assures instructional practices are differentiated and personalized to student needs and that technology enhances teaching and learning.

Effective (3) - Ensures curriculum meets the state standards; strives to accommodate diverse learning styles, needs, and levels of readiness; makes some effort to incorporate technology into learning

Developing (2) - Allows teachers to define their own curriculum; little coordination exists; encourages teachers to enhance instructional skills and embrace technology, but no comprehensive program is in place.

Ineffective (1) - Curriculum is not a priority and/or is inconsistent across grade levels; little to no focus on instruction exists; Technology not utilized in classroom instruction

N/A

Goal #2: Review and update general school operations to enhance efficiency, long-term planning, consistency, and stability with emphasis on transparency, documentation, and professionalism. Standards 6b (School Improvement); 6e (Culture of Cooperation); and 8b (Interactions with Staff, Students, and Community)

- ***Performance Measure 1:*** Continue to review existing and needed procedures – Submit new/updated procedures for review/approval by the Instructional Leadership Team or the Department Heads. Measured by at least 10 updated and/or new procedures to improve school operations added to our procedure list by May 2026. Current priorities include onboarding/offboarding procedures; internal screening/evaluation of incoming students to ensure appropriate class placement and supports; and procedures necessary to support full implementation of proactive actions within our MTSS structure.
 - ***Completed 10 new/updated procedures***
 - ***6 more procedures in progress with a goal of completion before the end of the fiscal year.***

- *Information regarding onboarding has been gathered via surveys, department meetings, supervisor feedback. This will be addressed in a workgroup led by Heather Smisek during the summer of 2026.*
- *Staff and administrators have met throughout the year regarding MTSS implementation and will continue training, procedure development, and structural analysis during the summer. 4 staff will attend training this summer.*
- *The admissions team has met regularly to ensure appropriate screening and support for new students. The Language Planning team (at MSAD) develops language support and instruction for students who arrive with little or no ASL skills as well as supporting other communication needs of new students.*
- *For all 3 areas above, progress has been made but the work continues to ensure full implementation and fidelity to the process/MSA expectations.*
- ***Performance Measure 2:** Continue to expand documentation of decision making at MSA. Measured by completion of a table of contents and templates for decisions, criteria, and/or guidance to support administrators in decision making and clarity in communication with all stakeholders. A minimum of 10 new documents (decisions, criteria, guidance) will be added to the decision center by May 2026.*
 - *12 new documents have been added to the decision center.*
 - *7 more documents now awaiting final review and documentation (with the goal of completion before the end of the fiscal year)*
 - *Currently, we are awaiting a password-protected staff portal to be implemented so that we can move decisions to a centralized site where staff members can access those decisions.*
 - *Also addressed in accreditation and strategic planning*
- ***Performance Measure 3:** Complete a review of our existing crisis management plan (CMP) and our Continuity of Operations Plan (COP) by June 2026 and revise/update processes, contacts, and information within those plans to ensure alignment with current regulations, best practices, and training needs.*
 - *In progress: Led by Kim Barron, our crisis response team has met regularly throughout the year to complete a risk assessment, review our current plans for revision, and develop priority areas for focus during year 1 of our review process.*
- ***COOP:** We are nearing completion of our current review with only a few updates left to be made (i.e., room numbers; evacuation site agreements; vendor details). Completion date is projected for June of 2026)*
 - *Crisis Management Plan: The framework of this plan will be completed in June, but continuous work will be necessary (training, table-top exercises, drills, testing of equipment/communication, expansion of technology and/or safety devices). This work will continue within goal #4 of our strategic plan. We anticipate this will be a continuous review/updating process to ensure we address risks in our environment.*

MSA empowers every student to achieve, care, and thrive in an ever-changing world.

Rating Scale for Goal #2:

Highly Effective (4) - Ensures school improvement plans are in place at all buildings and align with school district-wide goals; assures plans and strategies are in place and used for implementing improvement efforts and monitoring progress

Effective (3) - Ensures school improvement plans are in place at all buildings and align with school districtwide goals

Developing (2) - School improvement plans are in place at building level, but lack school district-wide coordination

Ineffective (1) - School improvement efforts are limited; no comprehensive plan in place

N/A

Student Nutrition Report
Kathy Hamlin, RD, LD
Nutrition Services Director
May 2026

Hello School Board members,

It's hard to believe the school year is coming to an end in a few short weeks. Here are some updates for the Nutrition Services department this spring along with a few photos that reflect some of the work that my department has done.

Staffing:

- We are currently in the process of hiring a new PM Cook at MSAD as Shelton Williams is resigning at the end of the school year.

Budget/Food Purchases:

- **USDA Commodity Foods:**

We received all our commodity foods for this school year and have already placed commodity orders for next year. Our new vendor, PFG Foodservice, is very efficient and made sure our commodity foods were distributed on a timely basis this year. Commodity food dollar allotment is based on the meal counts from the previous year.

- **Non-Program meal costs:**

We continually track the Non-Program meal costs daily. The school snacks, special events, staff meals, dorm meals and food expenses are considered Non-Program, and they added up to approximately \$53,000 so far this school year, not including April and May's expenses.

- **Program meals:**

The student breakfast and lunch meal counts (or Program meals) for this school year so far are 8,727 breakfasts and 14,508 lunches between both campuses.

Equipment Updates:

- The new MSAD walk-in freezer had issues in the first few months of use. The freezer coils accumulated ice and did not stay at the required temperatures below zero. Tri State Refrigeration returned several times and made some adjustments, and it is now running as it should. We now have a nice large walk-in freezer on the same floor as the kitchen, making it much more efficient for the kitchen staff in Rodman.
- A new section of a serving table is on order for MSAD using some of the funds from the Hormel grant 3 years ago.

Wellness Information:

- I submitted wellness articles each week in Here's What's Happening.
- Special diets are kept up to date through coordination with Health Services.
- Kim V. and I completed a wellness policy assessment with input from the department head team at a staff meeting in February. We compared how well each school department is

following the school wellness policy. This is part of the Triennial Assessment to measure MSA's progress towards wellness.

- I attended the Southeast Service Coop (SESC) Wellness Retreat in January and learned new and beneficial wellness topics.

Special Events:

- Provided food for dorm birthday parties in January and Valentines Party in February at MSAB.
- Provided food for ASP and Dorm Valentine's Parties at MSAD.
- Cookies for Rock Band Concert at MSAB.
- Provided snacks such as fruit and vegetable trays and dessert for Literacy Nights once per month at MSAD.
- Provided some snacks for MSAD students for their Eagle Bluff trip.
- Provided to-go bag meals and snacks for sports teams throughout the school year.
- We are getting ready for the Leo Bond Track Tournament this weekend at MSAD. We will be preparing all meals, party foods, picnic lunch at the track on Saturday and to- go meals on Sunday. There are 3 MSAD staff working through the weekend.

Below are some pictures from the Student Nutrition Department this spring:



Spring Play themed "Rainbow Fish" cupcakes. A platter of cupcakes decorated with colored M&M candies in the shape of a fish.



The Cook Coordinators and I were invited to our vendors food show in St. Paul during March. Here is a photo of a large ice sculpture that displays “The Greatest Performance” words on top with baskets of fruits on display in the background.



PFG Food show photo of a chef standing at a food display serving samples of food with several other people gathered in the area.



PFG Food Show displayed 2 new types of food “bowls” that are very popular and is a possible new menu item for the student menu.



Beautifully displayed fresh fruit tray for the Strategic Planning Committee Breakfast.



Strategic Planning Committee breakfast- a long table with a display of muffins, a fruit tray, and beverages.



CEASD Board Dinner – Thompson Hall Deaf Club- a group of CEASD attendees, some MSA staff, along with the Chefs who made a delicious dinner from “Signs of Good Food” in Owatonna.



Lynn Erickson and I assisted with the table set up for the dinner. We placed maroon tablecloths and yellow flowers on tables like the MSA school colors. We stayed through the dinner to assist and helped with clean up.



Cake pops for MSAD Prom – a photo of several cake pops on sticks that are decorated in black and gold sprinkles to go with the prom theme “Roaring 20’s”.



A fruit pizza for MSAD Prom. It is a large round cookie that has fruits arranged in a fancy design.



A fancy display of cheese slices and meats ordered for MSAB Prom on 5/7/26.



MINNESOTA STATE ACADEMIES FOR THE DEAF AND THE BLIND

615 Olof Hanson Drive, Faribault MN 55021 (507) 384-6600 www.msa.state.mn.us

TO: MSA School Board

FROM: Justin Cyboron

DATE: May 4, 2026

SUBJECT: Cognia Accreditation - Preliminary Response

On Tuesday, April 28, two evaluators from Cognia met with a variety of students, staff, and administrators through Zoom for our Systems Accreditation Engagement Review. During that time, they verified the information that was submitted in our Self-Assessment Diagnostics.

On Tuesday, May 5, I met with Julia Williams, our primary evaluator, for Cognia's preliminary response. During that meeting, Ms. Williams shared with me that MSA received **full accreditation** under Cognia's systems accreditation. There are three areas of improvement that will be included in a full report that should be shared with MSA by early June. I will share that report with the Board, if it is available by the June board meeting.

During the 2027-2028 school year, we will need to begin preparing for our Mid-Cycle Progress Report with Cognia to be submitted during the 2028-2029 school year.

MSA empowers every student to achieve, care, and thrive in an ever-changing world.

**Minnesota State Academies
Financial Report-FY26
July 1, 2025-April 30, 2026**

83% of Fiscal Year Expended

**Payroll Allocation 81%
Non Payroll Allocation 19%**

General Fund-1000 Fund	FY 2025 Expended	Current FY26 Budget	FY26 YTD Expended	Available Budget FY26	Percent Expended-FY26
Payroll-MSAD	\$5,270,109.96	\$5,608,996.00	\$4,404,772.21	\$1,204,223.79	78.53%
Non Payroll-MSAD	\$355,500.48	\$382,784.00	\$238,493.48	\$144,290.52	62.30%
Payroll-MSAB	\$3,307,320.57	\$3,658,724.00	\$2,873,605.01	\$785,118.99	78.54%
Non Payroll-MSAB	\$227,170.75	\$246,684.00	\$119,620.92	\$127,063.08	48.49%
Payroll-Shared Svs	\$4,773,221.17	\$5,358,269.59	\$4,184,006.45	\$1,174,263.14	78.09%
Non Payroll-Shared Svs	\$2,931,910.40	\$2,656,844.64	\$1,794,957.00	\$861,887.64	67.56%
R&R-Non Payroll	\$250,000.00	\$258,699.16	\$232,447.68	\$26,251.48	89.85%
Payroll-Mental Health Day Treatment Prog (NEW)	\$4,786.88	\$144,167.48	\$80,191.13	\$63,976.35	55.62%
Non Payroll-Mental Health Day Treatment Prog (NEW)	\$83,450.73	\$342,619.27	\$13,500.99	\$329,118.28	3.94%
Unemployment Insurance (New in FY24)	\$163,006.68	\$321,000.00	\$259,007.09	\$61,992.91	80.69%
Total 1000 Fund	\$17,366,477.62	\$18,978,788.14	\$14,200,601.96	\$4,778,186.18	74.82%

**1000 Fund Expended FY25 as of April 30, 2025
\$13,129,572.13**

**Payroll Allocation 62%
Non Payroll Allocation 38%**

Restricted Misc Special Revenue Fund-2000 Fund	FY 2025 Expended	Current FY26 Budget	FY26 YTD Expended	Available Budget FY26	Percent Expended-FY26
Payroll-MSAD	\$4,348.27	\$575.52	\$575.52	\$0.00	0.00%
Non Payroll-MSAD	\$20,087.60	\$53,780.64	\$16,364.19	\$37,416.45	30.43%
Payroll-MSAB	\$11,444.36	\$164,326.23	\$10,761.86	\$153,564.37	6.55%
Non Payroll-MSAB	\$5,884.72	\$544,972.22	\$39,530.44	\$505,441.78	7.25%
Payroll-Shared Svs	\$190,426.47	\$200,409.27	\$160,008.94	\$40,400.33	79.84%
Non Payroll-Shared Svs	\$81,498.26	\$2,213,981.71	\$51,062.67	\$2,162,919.04	2.31%
Total 2000 Fund	\$313,689.68	\$3,178,045.59	\$278,303.62	\$2,899,741.97	8.76%

**2000 Fund Expended FY25 as of April 30, 2025
\$306,574.88**

**Minnesota State Academies
Financial Report-FY26
July 1, 2025-April 30, 2026**

83% of Fiscal Year Expended

Payroll Allocation **96%**
Non Payroll Allocation **4%**

Other Misc Special Revenue Fund-2001 Fund	FY 2025 Expended	Current FY26 Budget	FY26 YTD Expended	Available Budget FY26	Percent Expended-FY26
Payroll-MSAD	\$1,714,533.04	\$1,987,596.73	\$1,647,153.79	\$340,442.94	82.87%
Non Payroll-MSAD	\$1,056.17	\$737,028.66	\$523.31	\$736,505.35	0.07%
Payroll-MSAB	\$2,163,482.66	\$2,251,132.36	\$2,256,746.35	-\$5,613.99	100.25%
Non Payroll-MSAB	\$1,948.72	\$868,359.56	\$1,713.44	\$866,646.12	0.20%
Payroll-Shared Svs	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Non Payroll-Shared Svs	\$91,982.49	\$1,172,529.66	\$141,998.28	\$1,030,531.38	12.11%
Total 2001 Fund	\$3,973,003.08	\$7,016,646.97	\$4,048,135.17	\$2,968,511.80	57.69%

**2001 Fund Expended FY25 as of April 30, 2025
\$3,452,981.61**

Non Payroll Allocation **100%**

Endowment Fund-2400 Fund	FY 2025 Expended	Current FY26 Budget	FY26 YTD Expended	Available Budget FY26	Percent Expended-FY26
Non Payroll-MSAD	\$9.64	\$7,303.46	\$6.48	\$7,296.98	0.09%
Total 2400 Fund	\$9.64	\$7,303.46	\$6.48	\$7,296.98	0.09%

**2400 Fund Expended FY25 as of April 30 2025
\$7.23**

Non Payroll Allocation **100%**

Gift Fund-2403 Fund	FY 2025 Expended	Current FY26 Budget	FY26 YTD Expended	Available Budget FY26	Percent Expended-FY26
Non Payroll-MSAD	\$26,699.39	\$203,737.42	\$24,461.47	\$179,275.95	12.01%
Non Payroll-MSAB	\$47,403.58	\$577,214.39	\$30,310.73	\$546,903.66	5.25%
Total 2403 Fund	\$74,102.97	\$780,951.81	\$54,772.20	\$726,179.61	7.01%

**2403 Fund Expended FY25 as of April 30, 2025
\$62,874.73**

**Minnesota State Academies
Financial Report-FY26
July 1, 2025-April 30, 2026**

83% of Fiscal Year Expended

Payroll Allocation 85%
Non Payroll Allocation 15%

Federal Fund-3000 Fund	FY 2025 Expended	Current FY26 Budget	FY26 YTD Expended	Available Budget FY26	Percent Expended-FY26
Payroll-MSAD	\$127,394.84	\$127,223.82	\$127,223.82	\$0.00	100.00%
Non Payroll-MSAD	\$25,130.39	\$35,145.30	\$16,955.44	\$18,189.86	48.24%
Payroll-MSAB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Non Payroll-MSAB	\$17,956.17	\$19,000.00	\$16,370.54	\$2,629.46	86.16%
Payroll-Shared Svs	\$80,944.63	\$78,312.91	\$67,893.88	\$10,419.03	86.70%
Non Payroll-Shared Svs	\$70,646.49	\$115,935.37	\$0.00	\$115,935.37	0.00%
Total 3000 Fund	\$322,072.52	\$375,617.40	\$228,443.68	\$147,173.72	60.82%

**3000 Fund Expended FY25 as of April 30, 2025
\$292,020.33**

Non Payroll Allocation 100%

Misc Agency Fund-6000 Fund	FY 2025 Expended	Current FY26 Budget	FY26 YTD Expended	Available Budget FY26	Percent Expended-FY26
Non Payroll-MSAD	\$109,704.89	\$196,987.01	\$81,756.15	\$115,230.86	41.50%
Non Payroll-MSAB	\$19,246.85	\$36,804.80	\$10,538.74	\$26,266.06	28.63%
Total 6000 Fund	\$128,951.74	\$233,791.81	\$92,294.89	\$141,496.92	39.48%

**6000 Fund Expended FY25 as of April 30, 2025
\$106,513.05**

Total All Funds	\$22,178,307.25	\$30,571,145.18	\$18,902,558.00	\$11,668,587.18	61.83%
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Minnesota State Academies
 Financial Report-FY26
 July 1, 2025-April 30, 2026

83% of Fiscal Year Expended

Payroll Allocation
 Non Payroll Allocation

64%
 36%

Revenue and Expenditure Summary	Fiscal Year 25 School Year 2024-25	Fiscal Year 26 School Year 2025-2026			
	Expended	Allocation	Expended	Available	Cash on Hand
General Fund (1000)	\$17,366,477.62	\$18,978,788.14	\$14,200,601.96	\$4,778,186.18	\$4,778,186.18
Special Restricted (2000)	\$313,689.68	\$3,178,045.59	\$278,303.62	\$2,899,741.97	\$2,899,741.97
Other Mscl (2001)	\$3,973,003.08	\$7,016,646.97	\$4,048,135.17	\$2,968,511.80	\$1,840,565.00
Endowment (2400)	\$9.64	\$7,303.46	\$6.48	\$7,296.98	\$7,296.98
Gift (2403)	\$74,102.97	\$780,951.81	\$54,772.20	\$726,179.61	\$726,179.61
Federal (3000)	\$322,072.52	\$375,617.40	\$228,443.68	\$147,173.72	-\$7,245.00
Agency Fund (6000)	\$128,951.74	\$233,791.81	\$92,294.89	\$141,496.92	\$141,496.92
Totals	\$22,178,307.25	\$30,571,145.18	\$18,902,558.00	\$11,668,587.18	\$10,386,221.66

2001 Fund Available Cash does not match Cash on Hand due to the fact that payments are made periodically throughout the year from Minnesota Department of Education.

3000 Fund Available Cash does not match Cash on Hand due to the fact that Drawdown for the grants are not made until the end of the year.



MSAD Site Council – Agenda
Faribault MN, 615 Olof Hanson Drive, Faribault, MN 55021
Wednesday, April 8, 2026
2:00 PM

1. Welcome and Roll Call

- Sonny will take over the role temporarily until Meghan Lewis is approved by the Board.
- Anyone who is interested in becoming Chairperson is encouraged to express their interest for the next year.

2. Approval of Previous Meeting Minutes

5

- One member abstained.
- The remaining members had no objections.
- One comment was made regarding New Business: on a second paragraph section discussing IEP procedures in the handbook, which aligns with state legal requirements.
- All remaining items were approved.
- Agendas should be agreed upon after discussion.
- Curriculum and holiday matters are intended for the Elementary level review, in collaboration with the DEI Team, and will then proceed to the Policy Committee.
- The Elementary Team has completed its discussion and will transfer the matter to the DEI Committee to begin the next steps.

3. Old Business

8

- A one-page executive summary for Site Council review
- Decision center / event guidance
- Handbook language
- Policy language

1. Previous Discussion Review

- Members asked whether anyone remembered the prior discussion and requested that it be looked up in past records for review.
- If the matter cannot be recalled or located in previous records, it will be considered not essential to the current discussion and will be placed on hold.

2. Elementary Department / Curriculum & Calendar Work

- This item is still in progress. The Elementary Department is continuing to develop the materials and will bring them to the DEI Committee for further review.
- The work is not limited to holidays; it applies to the full school year.
- The decision center for administrators has been established for curriculum online.
- Staff access has not yet been added to the staff portal; additional staff guidelines may be included in the future.
- The team is currently working on related paperwork with the Web Committee.
- All current actions were approved.

3. Next Item

- This item will be reviewed at the next meeting.

4. Policy Language Updates

- There are no new policy language updates this month.

- The Board Policy item will be brought back to the committee once additional information is available.
- The Visitor Policy will be brought to the committee next month (May), as discussions are scheduled for next week.

4. New Business

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- Update on the Strategic plan
- Update on Accreditation
- Start discussion of the Parent/Student Handbook — identify areas that might need updating
- Discuss results of recent staff, student, and parent/family surveys. (attached)

Administrative Strategic Plan Update

Last Wednesday, administrators held a strategic planning meeting with representatives from many different departments.

More than 20 participants attended; however, some parents and representatives from the Deaf and Blind communities were not present.

The team will identify ways to contact those groups to ensure their input is included.

The meeting was held from 8:30 AM to 3:00 PM.

During the session, participants reviewed and made modifications to the vision, mission, core values, and identity aligned with four goal areas to improve the overall system.

The updated information and discussion documents will be shared with the Board via email.

Four Strategic Goal Areas

- Academic Excellence & Student Outcomes
- Statewide Outreach, Visibility & Engagement
- Staff Excellence, Stability, and Accountability
- Safe, Modern, and Accessible Facilities

The team will work with the Web Committee to add a pop-up or communication feature to the website to share information.

Approved with no objections.

Stakeholder Engagement

This phase focuses on the internal community and does not yet include the broader external community.

Information will be sent to the same group of stakeholders (approximately 12 individuals) for feedback.

Communication will also be shared with alumni, including the Faribault Deaf Club and Alumni, as their input is considered very important.

Accreditation Update

The school completed the self-study, including data, information, and test scores.

The report has been submitted to the accrediting organization.

The accreditation review team will conduct virtual meetings via Zoom on Tuesday, April 28, meeting with different stakeholder groups throughout the day.

They will review the report to determine whether the school will receive full accreditation.

The team is looking forward to engaging with multiple groups during the review process.

Approved with no objections.

Handbook Updates

Significant revisions were made to the handbook last year to ensure the language is written at approximately an 8th-grade reading level, although it is not yet fully finalized.

The dorm program has raised additional items and will bring them back for further discussion.

There is interest in providing portions of the handbook in ASL format (video).

Because the handbook is approximately 62 pages, creating a full ASL version could take 4-5 hours or more, so priority sections may be identified first.

Additional Handbook Considerations

The school does not currently have a permanent studio for ASL recordings; a temporary location will be used until a permanent space is identified.

If a QR code is used in the handbook, an accessible link must also be provided for BVI (Blind/Visually Impaired) accessibility.

Students should sign the handbook only after they fully understand its contents.

A workshop or meeting should be provided for students to review the handbook before signing. Each department (for example, Athletics) may hold its own handbook orientation session with students.

Three attachments related to the handbook will be emailed to all staff.

Climate Survey Update (January-February)

The climate survey is conducted annually using consistent core questions.

Responses often show differing viewpoints, and results are not changed unless there is a clear issue involving a specific individual.

The goal is to identify priority areas that require immediate action rather than waiting to address all concerns at once.

Boarding and the ILT (Instructional Leadership Team) have already begun reviewing results.

Next Steps for Climate Survey Review

Separate survey data will be reviewed for:

- Deaf School students
- Blind School students
- Parents

The Board noted that the two campuses show significantly different percentages and scores. There is a proposal to adjust scoring methods (for example, using a scale of 3 instead of 5) to better highlight key issues.

Staff groups such as teachers, dorm staff, and paraprofessionals may be analyzed separately because they work most closely with students.

Other staff groups may remain combined.

Additional Suggestions

Include total staff numbers when reporting participation (for example, "20 teachers responded out of ___ total teachers").

Expand survey questions related to athletics, school programs, and student experiences.

Consider using AI tools (e.g., Dave Webb's AI) to identify themes and trends in survey responses.

Staff may submit suggestions for additional survey questions before December, when the next survey is prepared.

5. Policy and Procedure Review

6. Review Written Reports – Comments/Questions (Terry, Britt, Lee, Jason, Lance H, Ryan S-H, Board Rep, SBG, PBIS, Wellness Committee, Site Council Chair, etc.) 51

CSEAD will start next week. Approximately 150 people will be attending. We will be staying at the Radisson Blu near the Mall of America.

7. Announcements

Board Meeting Update

- There is currently a lack of information; the Old Business section was missing.
- We established a subcommittee for Sports. The Vice Chair has been contacting the appropriate individual but has not yet received a response.
- It does not appear that the process has officially started yet.

- The ILT held a meeting and provided feedback for the Sports Committee. They are currently working on revisions, and the information should be released soon.
- We are hopeful to have results available before the next meeting.
- Work on the handbook is ongoing.

8. Adjournment

Meeting ends 3:20 pm

Minutes of Policy Committee Meeting

Minnesota State Academies Board

A Policy Committee Meeting of the Minnesota State Academies Board was held on Monday, April 27, 2026, beginning at 3:15pm via Zoom.

Present: Terry Wilding – Superintendent, Katie Wangberg – Board Member, Heather Smisek – HR Director, Justin Cyboron – Director of Curriculum and Educational Programs, Brittany Thomforde – Director of Student Support Services

Absent: Hernan Moncada – Board Member

1. Call to Order: 3:15pm
2. Meeting Minutes Review: None
3. Policies to Review from MSBA: None
4. Policies to Review for a Second Reading: None
5. Policies to Review Before Revision: None
6. Policies to Review Prior to a First Reading:

A. Policy 516 – Student Medication

Discussion items:

This policy was revised extensively due to new guidance from MSBA and some new Minnesota Laws. Sections in red are new/revised; sections in blue are rewritten for clarity.

Suggestions from the committee - Sections E,F, and G need to be strengthened – more clear and structured. Medication should be transported via adults to adults instead of allowing students to transport medication to/from school.

These sections will be reviewed and updated with Kimberly Viskocil before the policy is shared for a first reading at the next board meeting.

7. Policies to Review for Reauthorization: None
8. Continue Review of Minnesota Statutes Related to MSA
 - A. Statute 125A. 69

Discussion items:

This statute has been brought up for discussion frequently over the past few years due to strong interest in increasing our enrollment. A list of recommended revisions was

submitted by Sonny Wasilowski (MSAD Site Council vice-chair), including suggestions for including students on 504 plans and incorporating more parent choice in the statute.

Current statute language is a bit confusing and inconsistent between campuses. Language regarding admission standards needs to be rewritten to ensure clarity and support students with additional disabilities to the extent appropriate. We need to figure out a way to define the student population that we serve clearly.

We discussed the pros and cons of requiring an IFSP/IEP as opposed to including students with 504 plans. Some possible topics to research further include allowing current students with IEPs to transition to a 504 plan; how allowing students with 504 plans to enroll at MSA would affect our funding; how to fund accommodations outlined in 504 plans; the impact of accepting students with 504 plans on our federal setting levels (setting 4/setting 6); exploring the possibility of serving students with 504 plans via our online academy and how this might affect our campus programs; investigating our ability to provide classes (i.e., ASL classes) to nondisabled students; allowing nondisabled peers and/or students with 504 plans to participate in our after school programs and/or extracurriculars.

We also discussed the wording of some parts of this statute – i.e., Line 1 under subdivision 1(a) – this is misleading and should be removed from the statute. Other sections include Section c which is pretty complicated and could be written in simpler terms to assist parents in understanding the process. We need to clarify the trial placement and the transportation piece to ensure alignment with our practices and federal law.

We will continue discussion during future policy committee meetings.

9. Begin Discussion of MSA Parent/Student Handbook for May Policy Committee

Homework assignment: review current handbook and bring back suggestions at the next policy committee meeting. Site councils will also share their input.

10. Adjourn: 3:59