

Administrative Guidance for READ Act Compliance

Nova Classical Academy, District 4098

In consultation with its staff, Nova Classical Academy aims to effectively meet the requirements of the READ Act through training and professional development of required staff from July 1, 2024, through June 30, 2027, in compliance with Minnesota State Law and the READ Act.

Consultations with Phase 2 staff took place at a scheduled meeting on January 22, 2026. Summary of the discussion is as follows:

- ELA teachers were given information on the specific training they would be doing during the 2026-2027 academic school year. The information is described below under “Training Description and Compensation”.

As a result, this Phase 2 Administrative Guidance encompasses the training expectations, affected staff, and compensation for satisfactory completion* of the required training as outlined below.

AFFECTED STAFF

- A. Teachers who provide foundational reading instruction* to students in grades 4-12.
- B. Teachers who provide reading instruction to students in a state-approved alternative program.
- C. Teachers who provide reading instruction to students in dual language immersion programs (educators in pre-K through third grade should complete a Phase 1 training; educators in grades 4-12 should complete a Phase 2 training).
- D. Grades 6-12 Curriculum Directors.
- E. Employees who select literacy instructional materials for grades 6–12.

TRAINING

The District, in consultation with Staff, has determined that affected staff will participate in CORE Learning Online Language and Literacy Academy (OL&LA) Secondary (Grades 4-12). The total anticipated number of hours of training required for CORE is 50 hours per Staff member over a one-year period. To the extent possible, training will be scheduled in alignment with the Staff member’s usual schedule; however, training may require scheduling and work outside of normal business and/or reporting hours throughout the year.

TRAINING DESCRIPTION & COMPENSATION

Phase 2 Staff - (Over the 2026-2027 school year)

- A. 3 hours of synchronous training between September 2026 and June 2027, falling either on professional development days or to be completed outside the normal work day.
- B. Approximately 45 hours of asynchronous training between September 2026 and June 2027, falling either on professional development days or to be completed outside the normal work day.
- C. A total stipend in the amount of \$600 will be provided for those participating, awarded in one payout of \$600, payable on June 15, 2027.

DETERMINATION OF AFFECTED STAFF

The District will establish a list of eligible teachers, who must:

1. Hold a license issued by the Professional Educator Licensing and Standards Board; and,
2. Be employed by the District between July 1, 2026, and June 30, 2027; and,
3. Be required by the District to complete approved training described under Minn. Stat. § 120B.123, subdivision 5.

PROOF OF SATISFACTORY COMPLETION*

In all cases, teachers shall submit proof of satisfactory training completion to the Academic Director. Satisfactory completion is defined as obtaining certification for any/all aspects of the training. Failure to obtain certification will result in disciplinary action.

FAILURE TO COMPLY WITH THE READ ACT

Compliance with the Minnesota READ Act (Minn. Stat. § 120B.123) is mandatory for both the District and eligible teachers. Failure by the District to comply with these requirements may result in action taken by the Minnesota Department of Education. Failure by an eligible teacher to comply with the training requirements may result in a teacher being out of compliance with READ Act requirements related to reading instruction in accordance with state statute and could result in discipline pursuant to the terms of employment with the District.

DURATION

This Administrative Guidance for Phase 2 is effective until June 30, 2027.

Nova Classical's Board of Directors reviewed and approved this Administrative Guidance for READ Act compliance at their regularly scheduled meeting on 2.23.2026.