



## Working Meeting Agenda

Diamondhead Education Center  
200 W. Burnsville Parkway  
Burnsville, MN 55337  
February 20, 2024  
6:00 PM

### Strategic Directions:

- Creating space and opportunity for each and every voice to be heard
- Actively leading by developing and sustaining a diverse and equitable education system
- Supporting and leveraging innovation to improve student outcomes and district culture
- Engaging our community to ensure common understanding of our Strategic Roadmap and the district work to support it

I. Welcome

II. Item to Discuss

A. MSBA Day at the Capital

III. Wrap Up

IV. Adjourn



## **2024 MSBA/MASA Day at the Capitol**

**What:** 2024 MSBA/MASA Day at the Capitol

**When:** 9 a.m. Monday, March 18, 2024

**Where:** Radisson Hotel St. Paul Downtown, 161 St. Anthony Avenue, St. Paul, MN 55103

Members from MSBA and the Minnesota Association of School Administrators (MASA) will gather for networking and learning, and to hear from some of Minnesota's education policy and finance decision-makers.

In the afternoon, attendees are welcome to meet with their school district's legislators. Attendees will have to schedule these meetings on their own (see below).

### **Scheduling Meetings with Your Legislators**

Please remember to schedule meetings with your local legislators as soon as possible! Their calendars fill quickly during the legislative session. Connecting with both your legislator and their Legislative Assistant helps to get on their calendar.

### **How to find and contact your legislators' Legislative Assistants:**

Visit <https://www.leg.mn.gov> – then enter your school district's physical address in the field under "Who Represents Me?" and then click on "GO."

Click on the "Contact" box located to the right of your Minnesota House or Minnesota Senate member to access their individual profile webpage.

The Legislative Assistant's name and contact information will be located underneath the legislator's headshot.

### **Planning your time:**

The agenda for the MSBA/MASA Day at the Capitol will run from 9 a.m. until noon with advocacy training and legislator panels. Feel free to attend meetings with your local legislators at any point during the day. The Capitol is a 10- to 15-minute walk from the Radisson. Also, it is also possible to ask your local legislators to leave the floor session to meet with you outside of chambers.

## Event Registration

What: MSBA/MASA Day at the Capitol

When: 9 a.m. Monday, March 18, 2024

Where: Radisson Hotel St. Paul Downtown, 161 St. Anthony Avenue, St. Paul, MN 55103

Registration: Email Sarah Olsen Dickhausen and she will get you registered.

**Registration fee:** \$60 (\$80 for late/walk-in registration) (The registration fee will cover a morning snack, lunch, program materials, and parking at the hotel.)

**Registration deadline:** March 11, 2024 — Registration completed after March 11 will be considered late/walk-in.

**Questions:** Direct registration-related questions to Jen Ebert at [registration@mnmsba.org](mailto:registration@mnmsba.org). (All registrations should be coordinated through the district office.)

## Hotel Information

The MSBA/MASA Day at the Capitol will be held at the Radisson Hotel St. Paul Downtown.

Address: 161 St. Anthony Ave., St. Paul, MN, 55103

## MSBA/MASA Day at the Capitol Agenda

Coming March 2024

## MSBA Event Cancellation Policy

Cancellation by Meeting Participants for MSBA/MASA Day at the Capitol

- (1) If a pre-registered participant cancels more than 48 hours prior to the event start date, MSBA will fully refund the pre-paid registration fee.
- (2) If a pre-registered participant cancels less than 48 hours prior to the event start date or no-shows, they are responsible for the full registration fee and will not receive a refund from MSBA.
- (3) In the unlikely event that MSBA must cancel an event, a full refund of pre-paid registration fees will be issued.