



# Minnesota State Academies Board

Tuesday, February 16, 2021 at 2:00 PM

Special Personnel Committee Meeting

Electronic Means

615 Olof Hanson Drive

Faribault, MN 55021

*Join Zoom Meeting*

*Link to Zoom Mtg*

*Meeting ID: 869 7539 5758, Passcode: MSA\*PerC*

*One tap mobile +13126266799,,86975395758#,,,,\*41022173# US  
(Chicago)*

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1. Call to Order
2. Meeting Minutes Review 2
3. Consider the 2021-2022 School Calendar 3
4. Set the End-of-Year Evaluation Process
5. Adjourn

INDIVIDUALS WHO REQUIRE ACCOMMODATIONS  
SHOULD CONTACT LOLA BRAND  
EMAIL: [lola.brand@msa.state.mn.us](mailto:lola.brand@msa.state.mn.us)  
PHONE: (507) 384-6602 / VP: (507) 412-5109

## **Minutes of Personnel Committee Meeting Minnesota State Academies Board**

A Personnel Committee Meeting of the Minnesota State Academies Board was held Monday, January 12, 2021, beginning at 2:00pm via Zoom Meeting.

Present: Kristin Oien; Board Member, Jan Bailey; Board Member, Nicole Halabi; Board Member, Terry Wilding; Superintendent, Bridget Buckingham; HR Director, Brittany Thomforde; Support Services Director, Anne Grace Donatucci; MSAD Campus Director, John Davis; MSAB Campus Director, Beth Hamilton; Teacher, Mark Bromley; Teacher, Kerry Vigesaa; HR Specialist 1.

### **1. Call to Order**

2:01pm

### **2. Review Meeting Minutes**

December meeting minutes were approved.

### **3. Consider the 2021-2022 School Calendar**

Site councils reviewed each calendar. They agreed to have it sent to staff for feedback and to families. It was mentioned that the school breaks matching up between us and FPS was important. A concern to starting earlier is that we may not know the status of COVID. Regarding a 6<sup>th</sup> workday for teachers (SRSEA), we need to figure where to place this on the calendar. Beth and Mark suggested that the additional workday at the end of each semester is fine, or it could be scheduled before the start of the school year so they could have an extra workday before the start of school. A pulse of where other teachers felt the workday should go would be good, and Beth and Mark will find this out. The goal is to have it ready to go for approval from the board at the Feb board meeting.

### **4. Informational Items**

We have hired a new Food Service Director. Interviews for the Finance Director were completed, and we are ready to make an offer.

### **5. Adjourn – 2:19pm**

# Minnesota State Academies for the Deaf and the Blind 2021-2022 (Draft #1)

July 2021						
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September 2021						
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October 2021						
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November 2021						
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Important Dates:
<i>July 12-23: Summer School (tentative)</i>
<i>August 24-27: MSA In-Services &amp; Staff Workdays</i>
<i>August 29: Registration Day/Open House</i>
<b>August 30: First day of School/1st Semester</b>
<i>September 3-6: No School - Labor Day Weekend</i>
<i>September TBD: MSAD - Homecoming Day</i>
<i>October 15: MSAB White Cane Day</i>
<i>October 20: Early Dismissal (Noon)</i>
<i>October 20: Parent-Teacher Conferences</i>
<i>October 21-22: No School - Ed. MN Conference</i>
<i>November 11: Veterans Day - School in session</i>
<i>November 25-26: No School - Thanksgiving Break</i>
<i>December 20: Teacher/Staff Workday</i>
<i>December 20-31: No School - Winter Break</i>
<i>January 11-12: Final Exams - 1st Semester</i>
<b>January 13: Last day of 1st Semester</b>
<i>January 14: Teacher/Staff Workday</i>
<i>January 17: No School - MLK Jr. Holiday</i>
<b>January 18: First Day of 2nd Semester</b>
<i>February 21: No School - Presidents Day</i>
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<i>May 30: No School - Memorial Day</i>
<i>May 31-June 1: Final Exams - 2nd Semester</i>
<b>June 3: Last Day of School/2nd Semester</b>

January 2022						
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KEY
First and Last Day of Semester
Breaks - NO SCHOOL
Professional Development - NO SCHOOL
Half-Day - School Ends at Noon
Final Exam Days
Special Events
Holidays

1st semester - 88 days; 2nd semester - 86 days  
Total Days of School= 174  
Teacher Workdays = 180

**MSA empowers every student to Achieve, Care, and Thrive in an ever-changing world.**

**MSAB** - 400 6th Avenue SE, Faribault, Minnesota - 507.384.6700

**MSAD** - 615 Olof Hanson Dr., Faribault, Minnesota - 507.384.6600

\*NOTE\* Calendar/work days may change, depending on factors such as weather or other emergencies. Updates will be determined by the MSA board.

# Minnesota State Academies for the Deaf and the Blind 2021-2022 (Draft #2)

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Draft 2

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May 31: Teacher/Staff Workday

## Summary of Survey Results

### **Question 1 – Preference for starting date**

57% - prefer starting on August 30<sup>th</sup> and finishing on June 3<sup>rd</sup>

33.6% - prefer starting on August 23<sup>rd</sup> and finishing on May 27<sup>th</sup>

9.4 % - no preference

Site councils: Students prefer starting earlier. Staff – mixed responses. Parents – mixed responses.

### **Question 2 – Preference for parent/teacher conferences**

27.4% - prefer in-person meetings

72.6% - prefer virtual meetings

Some suggested giving parents the choice of in-person/virtual meetings.

### **Question 3 – Work days for teachers/licensed staff**

45% - 1 extra day at the beginning of the year

38% - 1 extra day at the end of the year

16% - December 20<sup>th</sup>

*Note: this will depend on the calendar decision as well. If school ends on the 27<sup>th</sup>, we have no choice but to go with the day at the end of the year.*

### **Summary of comments:**

- Two comments about finding daycare for staff in August
- 1 comment about Veterans Day
- Adding dorm information on the calendars
- Suggesting HS students who go to FPS make plans for orientation, etc. instead of changing the calendar around them.
- Several comments about returning to sports, activities, prom, etc.
- 1 comment about keeping the 7:30-4 pm schedule on both campuses.