

MSAB Site Council

Thursday, December 4, 2025 2:00 PM

Electronic Means, 615 Olof Hanson Drive, Faribault, MN 55021

1. Welcome and Roll Call

2. Approval of Previous Meeting Minutes

3. Reports

3.A. Superintendent's Report

3.B. MSAB Director

3.C. Director of Curriculum

3.D. Director of Community Engagement

3.E. Board Representative from MSAB Site Council

3.F. Student Body Government

3.G. Site Council Chair

4. Old Business

5. New Business

6. Announcements

7. Adjournment



MINNESOTA STATE ACADEMIES FOR THE DEAF AND THE BLIND

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

Report for the Site Councils - December 2025

Greetings from the Superintendent's Office! Here's some highlights of recent weeks at MSA...

- 1) We have hired a new Paraprofessional Supervisor (Leah Schweim) at the Blind school. With this hire, we have filled all vacancies within the MSA administrative team and look forward to having everyone onboard and working collaboratively to achieve our school goals.
- 2) John Davis attended the COSB and APH conferences in Louisville, Kentucky. John will share more information within his report to the board during next week's meeting.
- 3) I attended the CEASD Board meeting in Connecticut. There, we worked on the new CEASD strategic plan and collaborated on ways to support superintendents and administrators of deaf schools nationwide. It was nice to learn about what other schools for the deaf are doing and what we can do to support each other in our efforts on the state and federal levels.
- 4) We hosted a successful tour with the House of Representatives Capital Investment committee, showing them our MSAB library and presenting our proposed bonding projects. A lot of good questions were asked, and we are hopeful for the next legislative session.
- 5) MSAB had a great Homecoming week, culminating with a successful Goalball tournament. Our teams played very well and placed 2nd in both the boys' and the girls' divisions. Thanks go out to Charlie Lechtenberg and his committee (which included many staff volunteers) for coordinating a great tournament. Thanks also go out to Nichelle Steffen, Hope Miller, and the MSAB student life department for supporting the dorm placements for visiting teams.
- 6) MSAD hosted a "character dash" to fundraise for student activities/field trips. Students and staff enjoyed the day and exceeded our fundraising goals. Thanks to Andrea Kunkel for leading the plans for this day and to all staff who supported this activity.
- 7) Chair Freiheit and I had the opportunity to meet with the chairs of the site councils to discuss this year's site council work, with emphasis on utilizing the IROD process in their meetings to guide decision making and keeping the members focused on the issues on their agendas. It was a productive conversation, and we are looking forward to a successful year with the site councils.
- 8) Jason Cox, Justin Cyboron, and I represented MSA at the Commission for the Deaf and Hard of Hearing (MNCDHH)'s 40th anniversary banquet in St. Cloud. The Commission has contributed a lot to our legislative success (funding, legislative changes, etc.) over the years and we joined the celebration of that hard work and dedication.

Thank you for your continued support.

Terry Wilding
Superintendent, Minnesota State Academies

The Power of CommUNITY

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



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MSA Goals for 2025-2026 (Final)

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)*
- *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.*
- *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.*

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

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

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.*
- *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.*
- *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.*

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

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Comprehensive Achievement & Civic Readiness Strategic Plan | 2025-2028

Comprehensive Achievement and Civic Readiness

The World's Best Workforce (WBWF) was developed in 2013 ([Minnesota Statutes 2024, section 120B.11](#)) to ensure that school districts and charter schools in Minnesota enhance student achievement through teaching and learning supports. During the 2024 session, the Minnesota Legislature renamed WBWF to Comprehensive Achievement and Civic Readiness (CACR). This change took effect as of the 2024-25 school year strategic plans and Fall 2025 annual summary report.

School boards that govern districts and charter schools are required to develop comprehensive, long-term strategic plans that address the following five CACR goals:

- All children are ready for school.
- All racial and economic achievement gaps between students are closed.
- All students are ready for career and college.
- All students graduate from high school.
- All students are prepared to be lifelong learners.

What is a CACR strategic plan?

A CACR Strategic plan is a multi-year, detailed document that illustrates how a district or charter school will execute its goals or initiatives concerning the CACR goals. The Minnesota Department of Education (MDE) recommends that districts and charter schools develop goals that are specific, measurable, attainable, realistic and timely (SMART).

Minnesota State Academies 2025-2028 CACR Goals

All Students Ready for School

By the end of the 2027-2028 school year, MSA will implement 20 family engagement opportunities that educate caregivers on how to support learning at home so that all students arrive for school ready to learn.

Close the Achievement Gap(s) Between Student Groups

By the end of the 2027-2028 school year, 85% of students who qualify for free or reduced lunch will meet or make adequate progress on their goals/objectives outlined in their IEPs, contributing to closing the achievement gap between student groups.

All Students Ready for Career and College

By the end of the 2027-2028 school year, 90% of transition-aged students at MSA will meet or make adequate progress on their IEP transition goals, supporting readiness for college and career.

All Students Graduate

By the end of the 2027-2028 school year, MSA will maintain a 100% graduation rate for all students, including those participating in extended transition programming.

All Students Prepared to be Lifelong Learners

By the end of the 2027-2028 school year, MSA will reduce the average number of behavior referrals per student population, helping create a positive school environment where all students build the skills they need to become lifelong learners.





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Site Council Report – December 2025

Department of Curriculum & Educational Programs

Justin Cyboron, Director

MSAB Outreach - We had 3 students successfully complete the Short Course Programming this past month. We are also making preparations for our Roadtrips across the state which will serve as town halls for our stakeholders. A Save-the-Date will be coming out soon. In November, we also sent a school representative to the Northern Low Vision Clinic in Bemidji to run a booth on behalf of MSAB and the Outreach Department.

MSAD Outreach - MSAD had 45 participants show up for their November ASL Literacy Night. Lance Gonzalez, our ASL Specialist, was the guest reader for the month. The focus of the event was on ASL facial grammar and role shifting. We also have begun our Family ASL classes. We have had over 100 families sign up!

Minnesota Resource Library - This month, the Minnesota Resource Library has shared 147 items over the past month.

School Accountability - Since last month, the School Accountability Committee has developed new 3-year goals for the Comprehensive Achievement and Civic Readiness Strategic Plan, which will be shared during today's meeting. Next, we will begin working on developing a new Curriculum Purchasing Cycle.

Professional Development - The professional development trainings that MSA staff have attended since the beginning of July are attached in Appendix A.

Respectfully submitted,

Justin Cyboron
Director of Curriculum & Educational Programs

Appendix A

Nichelle Steffen, Hope Miller - 2025 National Student Life for the Deaf & Hard of Hearing Conference
Lance Gonzalez - Assessing A Deaf Child's ASL - National ASL and English Bilingual Consortium for Early Childhood Education (NASLECE) - Visual Communication Sign Language (VCSL) Training
Six Interpreters - Brightworks Interpreter Back-to-School Workshops
Heather Breitbach, Shannon Swank - Deaf School Safety Task Force
Amy Boyle - Perkins School for the Blind - Cerebral/Cortical Visual Impairment (CVI) Certification: Selecting CVI Interventions and Assessing Students with CVI
Holly Nordmeyer - Ohio Center for DeafBlind Education
Kaitlyn Schroer - 2025 Minnesota School Social Workers Association (MSSWA) Fall Conference
Michele Heise, Justin Cyboron - Fingerspelling Our Way to Reading Training
Nichelle Steffen, Russell Pudas, Andrea Kunkel - LivingWorks Applied Suicide Intervention Skills Training (ASIST)
Kim Barron, Lance Sever-Hall - Finalsite Prep Software Training
Kim Barron, Terry Wilding - School Safety Summit
Amanda Jenkins, Chelsea Paulson, Aimee Sever-Hall - Language and Learning Series
Kaitlyn Schroer - MDE Mental Health Course for Educators: Conversations on Access to Lethal Means (CALM) Conversations
Amanda Jenkins - 2025-2026 MN Executive Function Masterclass Course
Scott Berglund, Krista Larson - Closing the Gap Conference
Zach Schaefer - Fall Minnesota Division on Vision Impairments (MDVI) Conference: Cortical Visual Impairment (CVI)
Britt Thomforde - MASE Fall Leadership Conference
Kaitlyn Schroer - 2025 Medicaid in Education Fall Training for IEP and IFSP
Kaitlyn Schroer - Evidence Based Practices and Intervention Planning in Tier 2 and 3
Six Mental Health Team Members - Four Clinical Supervisions with Alexis Greeves/Hope and Healing
Julie Langelsag - Minnesota School Based OT/PT Conference
Kristin Deml - Getting in Touch with Literacy - Division on Visual Impairments and Deafblindness (DVIDB)
Charlie Lechtenberg - North Central Association of Schools for the Blind (NCASB) Athletic Director Meeting
Heather Breitbach - OCALICON Autism and Disabilities Conference