

MEETING AGENDA

*The mission of Eden Prairie Schools is to inspire each student to learn continuously so they are empowered
To reach personal fulfillment and contribute purposefully to our ever-changing world.*

1. **Convene: 6:00 p.m.** **(Roll Call)**
Call to Order:
 School Board Roll Call
 Lauren Crandall, Dave Espe, Elaine Larabee, Greg Lehman, Holly Link, Adam Seidel, Terri Swartout
2. **Pledge of Allegiance: 6:00 p.m.**
3. **Agenda Review and Approval: 6:05 p.m.** **(Action)**
 Approval of the agenda for the Monday, September 24, 2018 meeting of the School Board of Independent School District 272, Eden Prairie Schools.

Motion _____ Seconded _____
4. **Approval of Previous Minutes: 6:05 p.m.** **(Action)**
 Approval of the the Unofficial Minutes from the August 27, 2018 Regular Business Meeting of the Independent School District 272, Eden Prairie, MN.

Motion _____ Seconded _____

 - A. August 27, 2018 Minutes 4
5. **Public Comment: 6:05 p.m.** **(Information)**
6. **Announcements: 6:10 p.m.** **(Information)**
7. **Board Work: 6:15 p.m.** **(Action)**
 - A. 2009A Bond Refunding
 - 1) Bond Refunding Presale Report 8
 - 2) Resolution Authorizing the Sale of Refunding Bonds **(Roll Call Vote)** 18

Motion _____ Seconded _____
 - B. Required Board Action
 - 1) Approval of Preliminary FY 2019-20 Tax Levy 21

Motion _____ Seconded _____

 - a. Executive Summary - Preliminary FY20 Tax Levy 22
 - b. Tax Levy Comparison 23
 - c. Tax Levy Presentation Pay19 37
 - C. Decision Preparation 37
 - D. Policy Monitoring
 - 1) Executive Limitations (EL) 68
 - a. EL 2.3 Treatment of Parents 83

OI Motion _____ Seconded _____
Evidence Motion _____ Seconded _____
 - b. EL 2.6 Financial Management & Operations 91

OI Motion _____ Seconded _____
Evidence Motion _____ Seconded _____
 - 2) Board Management Delegation (BMD) 91
 - a. 3.0 Single Point of Connection

	Motion _____ Seconded _____	
b. 3.1 Unity of Control		
	Motion _____ Seconded _____	
c. 3.2 Delegation to the Superintendent		
	Motion _____ Seconded _____	
d. 3.3 Superintendent Accountability and Performance		
	Motion _____ Seconded _____	
3) <u>Governance Process (GP)</u>		96
a. 4.4 Officer Roles		
	Motion _____ Seconded _____	
b. 4.5 School Board Members' Code of Conduct		
	Motion _____ Seconded _____	
c. 4.6 Process of Addressing School Board Member Violations		
	Motion _____ Seconded _____	
d. 4.7 School Board Committee Principles		
	Motion _____ Seconded _____	
e. 4.8 School Board Committee Structure		
	Motion _____ Seconded _____	
f. 4.10 Operation of the School Board Governing Rules		
	Motion _____ Seconded _____	
4) Approval for School Board Members Attendance at Community Events		109
	Motion _____ Seconded _____	
E. Record of Board Self-Evaluation		
1) Record of Board Policy Monitoring - Ends & EL's		122
	Motion _____ Seconded _____	
2) Record of Board Self-Evaluation - Governance Policies		126
F. Approval to Accept School Board Member's Resignation		
	Motion _____ Seconded _____	
8. Superintendent Consent Agenda: <u>7:40 p.m.</u>	(Action)	
<i>Management items the Board would not act upon in Policy Governance, but require Board approval from outside entities.</i>		
	Motion _____ Seconded _____	
A. Monthly Reports		
1) Resolution of Acceptance of Donations		132
2) Human Resources Report		133
3) Business Services Reports		
a. Board Business		138
b. Financial Summary Report - July & August 2018		139
B. Approval of Agreement with MSEA (Minnesota School Employees Association)		141
9. Board Education & Required Reporting: <u>7:45 p.m.</u>	(Information)	
10. Superintendent's Incidental Information Report: <u>7:45 p.m.</u>	(Information)	
<i>Incidental Information is considered as "nice to know" information regarding district business. Monitoring and decision-making information are handled elsewhere on the agenda. These items are not open for debate, but rather for awareness and understanding. (Supports EL 2.9 in general and 2.9.6 specifically)</i>		
A. 2018-19 Preliminary Enrollment Update		142
B. 2017-18 Preliminary Financial Report		148
11. Board Action on Committee Reports & Minutes: <u>8:05 p.m.</u>	(Action)	
A. Board Development Committee (Holly Link, Greg Lehman, Lauren Crandall)		

- 1) BDC Meeting Minutes for September 21, 2018 154
Motion _____ Seconded _____
- B. Community Linkage Committee (Dave Espe, Holly Link, Terri Swartout)
- 1) CLC Meeting Minutes for September 12, 2018 155
Motion _____ Seconded _____
- C. Negotiations Committee (Elaine Larabee, Adam Seidel, Lauren Crandall)
- D. Policy Committee (Elaine, Larabee, Greg Lehman, Adam Seidel)
12. **Other Board Updates (AMSD, WMEP, ISD 287, PTO): 8:15 p.m.** (Information)
- A. AMSD (Association of Metropolitan Schools) - Holly Link & Terri Swartout
- B. WMEP (West Metro Education Program) - Dave Espe
- C. ISD 287 (Intermediate School District 287) - Greg Lehman
13. **Board Work Plan: 8:25 p.m.**
- A. "Proposed" Work Plan Changes Document (Action) 156
Motion _____ Seconded _____
- B. 2018-19 Annual Work Plan 157
- C. 2018-19 School Board Meeting Calendar 167
- D. 2018-19 School Board Calendar of Events & Activities 168
14. **Adjournment: ____ p.m.** (Action)
- MOTION** to adjourn the Monday, September 24, 2018 Meeting of the Eden Prairie School Board at ____p.m.
Motion_____ Seconded _____

**INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE AUGUST 27, 2018
SCHOOL BOARD MEETING**

A Regular Business Meeting of the Independent School District 272, Eden Prairie Schools, was held on the 27th day of August 2018 in the Administrative Services Center located at 8100 School Road, Eden Prairie, MN.

1. **Call to Order: 6:00 p.m.**

School Board Roll Call

Present: Lauren Crandall, Dave Espe, Elaine Larabee, Holly Link, Adam Seidel, Terri Swartout

Not Present: Greg Lehman

Present: Superintendent Josh Swanson

2. **Pledge of Allegiance:**

3. **Agenda Review and Approval: MOTION** by H. Link, **Seconded** by L. Crandall – Passed to approve the agenda for the Monday, August 27, 2018 Regular Business meeting – Passed

4. **Approval of Previous Minutes: MOTION** by T. Swartout, **Seconded** by D. Espe – Passed to approve the Unofficial Minutes from the July 23, 2018 Regular Business Meeting.

5. **Public Comment:** None to report

6. **Announcements:**

A “thank you” to fifteen of our students who joined Superintendent Swanson Friday, August 17, 2018, at the Hopkins School District, also working with St. Louis Park School District. The students engaged in a human centered designed process around creating equitable schools and equitable communities. The students who participated in our Design Team were: Emmanuel Edwards, Tori Anderson, Aaron Timm, Tana Martinez, Zella Sahar. And the student who were part of our Interviewee Team were: Brinley Hopper, Abdimajid Mohamed, Ruwayda Abudulkadir, Kendall Minta, Camari Rodgers, Caiah Rodgers, Shane Mosley, Will Foster and Sherwin Pompey. Our students did an amazing job, so thanks to all of them for their work and it will be exciting to see those designs start to come to life with them.

7. **Board Work:**

A. Policy Monitoring: Executive Limitations - 2.1, 2.2 and 2.7

1) **EL 2.1 Emergency Superintendent Succession:**

To protect the School Board from sudden loss of Superintendent services, the Superintendent shall not permit there to be fewer than two other staff members sufficiently familiar with School Board and Superintendent issues and processes who would be able to take over with reasonable proficiency as an interim successor.

MOTION by A. Seidel, **Seconded** by H. Link, the Operation Interpretation (OI) of EL 2.1 is reasonable – Passed

MOTION by H. Link, **Seconded** by A. Seidel, the Evidence supports the Operation Interpretation of EL 2.1 – Passed

2) **EL 2.2 Treatment of Students:**

The Superintendent shall not cause or allow an educational environment that is unsafe, unwelcoming, inequitable, disrespectful, unnecessarily intrusive, or that otherwise inhibits the effective learning needs of each student. Furthermore, the Superintendent shall not:

MOTION by H. Link, **Seconded** by D. Espe, the Global Constraint of Operation Interpretation of EL 2.2 is reasonable— Yeas: T. Swartout, H. Link, D. Espe, E. Larabee, L. Crandall Nays: A. Seidel
Passed 5-1

MOTION by A. Seidel, **Seconded** by H. Link, the Global Constraint of the Evidence does not support the Operation Interpretation of EL 2.2 – Passed

EL 2.2.1 Allow students to be unprotected against violence or harassment:

MOTION by L. Crandall, **Seconded** by A. Seidel, the Operation Interpretation (OI) of EL 2.2.1 is reasonable – Passed

MOTION by H. Link, **Seconded** by T. Swartout, the Evidence supports the Operation Interpretation of EL 2.2.1 - Yeas: 0 and Nays: 6 – Not Passed

EL 2.2.2 Allow private student data to be unprotected:

MOTION by A. Seidel, **Seconded** by H. Link, the Operation Interpretation (OI) of EL 2.2.2 is reasonable – Passed

MOTION by A. Seidel, **Seconded** by H. Link, the Evidence supports the Operation Interpretation of EL 2.2.2 – Passed

EL 2.2.3 Unfairly or inequitably identify and address student behavior violations.

MOTION by A. Seidel, **Seconded** by D. Espe, the Operation Interpretation (OI) of EL 2.2.3 is reasonable – Passed

MOTION by A. Seidel, **Seconded** by H. Link, the Evidence supports the Operation Interpretation of EL 2.2.3 – Passed

EL 2.2.4 Hire paid personnel without first completing an appropriate background check:

MOTION by H. Link, **Seconded** by T. Swartout, the Operation Interpretation (OI) of EL 2.2.4 is reasonable – Passed

MOTION by L. Crandall, **Seconded** by A. Seidel, the Evidence supports the Operation Interpretation of EL 2.2.4 – Passed

EL 2.2.5 Allow any volunteer unsupervised time with students without first completing an appropriate background check:

MOTION by A. Seidel, **Seconded** by H. Link, the Operation Interpretation (OI) of EL 2.2.5 is reasonable – Passed

MOTION by H. Link, **Seconded** by D. Espe, the Evidence supports the Operation Interpretation of EL 2.2.5 – Passed

EL 2.2.6 Neglect to assure an equitable system for access to academic programming:

MOTION by A. Seidel, **Seconded** by H. Link, the Operation Interpretation (OI) of EL 2.2.6 is reasonable – Passed

MOTION by H. Link, **Seconded** by D. Espe, the Evidence supports the Operation Interpretation of EL 2.2.6 – Passed

EL 2.2.7 students to be uninformed of their protections under this policy:

MOTION by H. Link, **Seconded** by L. Crandall, the Operation Interpretation (OI) of EL 2.2.7 is reasonable – Passed

MOTION by H. Link, **Seconded** by A. Seidel, the Evidence supports the Operation Interpretation of EL 2.2.7 – Passed

EL 2.2.8 Neglect to assure that all allegations of student maltreatment are handled in a timely manner.

MOTION by A. Seidel, **Seconded** by T. Swartout, the Operation Interpretation (OI) of EL 2.2.8 is reasonable – Passed

MOTION by A. Seidel, **Seconded** by H. Link, the Evidence supports the Operation Interpretation of EL 2.2.8 – Passed

3) EL 2.7 Asset Protection

The Superintendent shall not cause or allow district assets to be unprotected, inadequately maintained, inappropriately used, or unnecessarily risked.

MOTION by H. Link, **Seconded** by A. Seidel, by exception, the overall Global Constraint of Operation Interpretation (OI) EL 2.7, as well as the child policies are reasonable – Passed

MOTION by A. Seidel, **Seconded** by H. Link, by exception, the Evidence supports the Global Constraint and it's child policies of Operation Interpretation of EL 2.7 – Passed

B. Decision Preparation

- 1) Designing Pathways - Morris Leatherman Presentation

C. Record of Board Self-Evaluation

- 1) Record of Board Policy Monitoring – Ends & Executive Limitations (EL's)

MOTION by D. Espe, **Seconded** H. Link to accept the report of board policy monitoring as presented –Passed

- 2) Record of Board Self-Evaluation - BMDs (Board Management Delegation) & GPs (Governance Policies) - *No Updates*

8. **Superintendent Consent Agenda:**

MOTION by A. Seidel **Seconded** by H. Link to approve the Superintendent Consent Agenda as presented – Passed

A. Monthly Reports

- 1) Resolution of Acceptance of Donations
- 2) Human Resources Report
- 3) Business Services Reports
 - a. Board Business
- 4) TIES: Ratification of TIES Organization
 - a. TIES Reorganization Agreement - Addendum
- 5) Eden Prairie Online

9. **Board Education & Required Reporting:** None to Report

10. **Superintendent's Incidental Information Report:** None to Report

Incidental Information is considered as "nice to know" information regarding district business. Monitoring and decision-making information are handled elsewhere on the agenda. These items are not open for debate, but rather for awareness and understanding. (Supports EL 2.9 in general and 2.9.6 specifically)

11. **Board Action on Committee Reports & Minutes:**

A. Board Development Committee (Holly Link, Greg Lehman & Lauren Crandall)

- 1) BDC Meeting Minutes - August 27, 2018

MOTION by L. Crandall, **Seconded** H. Link to approve BDC Minutes as presented – Passed

B. Community Linkage Committee (Dave Espe, Holly Link & Terri Swartout)

- 1) CLC Meeting Minutes - Jul 27, 2018 and August 17, 2018

MOTION by L. Crandall, **Seconded** H. Link to approve Community Linkage Committee Minutes as presented – Passed

- 2) Tuesday, October 2, 2018 Community Meeting Agenda – Meeting/Discussion tabled at this time

C. Negotiations Committee (Elaine Larabee, Adam Seidel & Lauren Crandall) – No updates

D. Policy Committee (Elaine Larabee, Greg Lehman & Adam Seidel) – No Updates

12. **Other Board Updates (TIES, AMSD, WMEP, ISD 287, PTO)**

- A. TIES (Technology and Information Education Services) – Superintendent Josh Swanson & Terri Swartout provided an update to the Board. In addition, Eden Prairie Schools, ISD #272 is a member of the Metropolitan Education Cooperative Service Unit ("Metro ECSU"), and the School Board approved the designation of School Board Member, Terri Swartout, as the District's Representative Assembly which is the governing body of Metro ECSU.

- B. AMSD (Association of Metropolitan Schools) - Holly Link – Update to Board
- C. WMEP (West Metro Education Program) - Dave Espe – Update to Board
- D. ISD 287 (Intermediate School District 287) - Greg Lehman – n/a

13. **Board Work Plan:**

- A. "Proposed" Work Plan Changes Document

MOTION by H. Link, **Seconded** by A. Seidel to approve changes as presented – Passed

Eden Prairie School Board
2018-2019 "PROPOSED" WORK PLAN CHANGES
August 27, 2018

Date of Meeting/Workshop	Changes Requested
Monday, August 27, 2018	
Monday, September 10, 2018 – Workshop	- <u>ADD:</u> Designing Pathway Discussion
Monday, September 24, 2018	- <u>ADD:</u> Designing Pathway – Decision Preparation
Tuesday, October 2, 2018	- <u>REMOVE:</u> SB Community Linkage Community's Fall Community Meeting
Monday, October 8, 2018 – Workshop	
Monday, October 22, 2018	- <u>ADD:</u> Designing Pathway – Decision Preparation
Monday, November 5, 2018 – Workshop	- <u>ADD:</u> First Reading of Board Development Handbook
Monday, November 14, 2018	
Monday, November 19, 2018	
Monday, December 10, 2018	

Placeholder General Board Work

- Workshop Regarding: Post-Secondary Options
- **Re-monitor EL 2.2.1**

Placeholder Policy Review

- Review "Processes & Procedures" (BDC to review and recommend timing)

- B. 2018-2019 Annual Work Plan
- C. 2018-2019 School Board Meeting Calendar
- D. 2018-2019 School Board Calendar of Events & Activities

14. **Adjournment:**

MOTION by L. Crandall, **Seconded** by H. Link to adjourn the Monday, August 27, 2018 Meeting of the Eden Prairie School Board at 8:40 p.m.



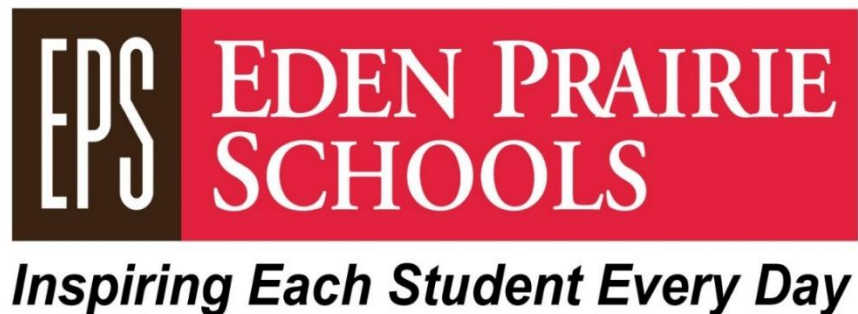
Adam Seidel – Board Clerk

September 24, 2018

Pre-Sale Report for

Independent School District No. 272 (Eden Prairie),
Minnesota

\$9,035,000 General Obligation Alternative Facilities
Refunding Bonds, Series 2018A



Prepared by:

Jodie Zesbaugh, CIPMA
Senior Municipal Advisor

And

Joel Sutter, CIPMA
Senior Municipal Advisor

And

Barbie Doyle,
Financial Specialist

Executive Summary of Proposed Debt

Proposed Issue:	\$9,035,000 General Obligation Alternative Facilities Refunding Bonds, Series 2018A
Purposes:	<p>The proposed issue will finance a current refunding of the 2020 through 2022 maturities of the District's \$10,985,000 General Obligation Alternative Facilities Bonds, Series 2009A.</p> <p>The existing bonds have interest rates of 5.00% (see page 6). Based on current market conditions, we estimate that the new refunding bonds would have interest rates of 1.90% to 2.10% (see Page 7). The lower interest rates would reduce future debt service payments by an estimated \$495,000 over fiscal years 2019 through 2022 (see page 8). The Net Present Value Benefit of the refunding is estimated to be approximately \$471,542, equal to 4.96% of the refunded debt service. Actual results will be determined based on market conditions on the day of sale.</p> <p>After consultation with the District administration, Ehlers recommends that the refunding be structured so that most of debt service savings will be in fiscal year 2021. This structure will result reduction in a small reduction in property tax levies for taxes payable in 2019 and 2021, and a much larger reduction in 2020. District administration and Ehlers believe that this debt structure will fit well with future debt plans for the district.</p> <p>This refunding is considered to be a Current Refunding as the new Bonds will be issued within 90 days of the call date of the 2009A Bonds. Debt service on the Bonds will be paid from the District's annual debt service property tax levy.</p>
Authority:	The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475 and Sections 123B.59 and 475.67. The Bonds will be general obligations of the District for which its full faith, credit and taxing powers are pledged.
Term/Call Feature:	<p>The Bonds are being issued for a term of 3 years and 3 months, matching the remaining term on the 2009A Bonds. Principal on the Bonds will be due on February 1 of 2020 through 2022. Interest will be payable every six months beginning August 1, 2019.</p> <p>The Bonds are being offered without option of prior redemption.</p>
Bank Qualification:	Because the District is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the District will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.
State Credit Enhancement:	<p>By resolution the District will covenant and obligate itself to be bound by the provisions of Minnesota Statutes, Section 126C.55, which provides for payment by the State of Minnesota in the event of a potential default of a school district obligation.</p> <p>To qualify for the credit enhancement, the District must submit an application to the State. Ehlers will coordinate the application process to the State on your behalf.</p>



Rating:	<p>Under current bond ratings, the state credit enhancement would result in a Moody's "Aa2" rating.</p> <p>The District's most recent bond issues were rated by Moody's Investors Service. The current rating on those bonds are "Aa2" (credit-enhanced rating) and "Aa2" (underlying rating). The District will request a new rating for the Bonds.</p>
Basis for Recommendation:	<p>Based on our knowledge of your situation and characteristics of various municipal financing options, we are recommending the issuance of General Obligation Alternative Facilities Refunding Bonds as a suitable option to meet the District's objective of reducing future debt service payments. General Obligation Bonds will result in lower interest rates than some other financing options.</p>
Method of Sale/Placement:	<p>In order to obtain the lowest interest cost to the District, we will solicit competitive bids for the purchase of the Bonds from banks and underwriters.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p>
Premium Pricing Structure:	<p>Under current market conditions, many investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the District. Any premium will be used to reduce the Principal amount of the new Bonds.</p>
Investment of Proceeds:	<p>Proceeds from the new Bonds will be available for investment by the District from the closing date (November 15, 2018) until shortly before the February 1, 2019 call date. Based on current interest rates available for suitable investments, we estimate investment earnings of \$34,333 on the proceeds (see page 9). The bond proceeds, including investment earnings, will be used to redeem the existing bonds on the call date of February 1, 2019.</p>
Review of Existing Debt:	<p>We have reviewed all outstanding indebtedness for the District and find that, other than the 2009A Bonds, there are no other refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the District's outstanding debt and will alert you to any future refunding opportunities.</p>



Continuing Disclosure:	The District will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The District is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.
Arbitrage Monitoring:	Because the Bonds are tax-exempt obligations, the District must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.
Risk Factors:	The Bonds are being issued to finance a current refunding of the 2009A Bonds. The 2009A Bonds are “callable” beginning on February 1, 2019. The new Bonds will not be callable. This refunding is being undertaken based in part on an assumption that market conditions warrant the refinancing at this time.
Other Service Providers:	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, so their final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Attorney: Kennedy & Graven, Chartered</p> <p>Paying Agent: Bond Trust Services Corporation</p> <p>Rating Agency: Moody's Investors Service</p>

This presale report summarizes our understanding of the District’s objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the District’s objectives.



Proposed Debt Issuance Schedule

Pre-Sale Review by School Board; Board Approves Resolution Authorizing the Sale of Bonds:	September 24, 2018
Distribute Official Statement:	Week of October 8, 2018
Conference with Rating Agency:	Week of October 10 - 12, 2018
Ehlers Receives and Evaluates Bids for the Bonds; School Board Meeting to Award Sale of the Bonds:	October 22, 2018
Estimated Closing Date:	November 15, 2018
Redemption Date for 2009A Bonds:	February 1, 2019

Attachments

Estimated Sources and Uses of Funds

Existing Debt Service Schedule – Callable Portion of 2009A Bonds

Estimated Debt Service Schedule for Proposed New Bonds

Refunding Savings Analysis

Current Refunding Account Cashflow

Resolution Authorizing Ehlers to Proceed with Bond Sale/Credit Enhancement Resolution (provided separately)

Ehlers Contacts

Municipal Advisors:	Jodie Zesbaugh	(651) 697-8526
	Joel Sutter	(651) 697-8514
Financial Specialist:	Barbie Doyle	(651) 697-8586
Disclosure Coordinator:	Jen Chapman	(651) 697-8566
Financial Analyst:	Brian Shannon	(651) 697-8515

The Official Statement for this financing will be mailed to the School Board at their home address or e-mailed for review prior to the sale date.



Eden Prairie School District No. 272

\$9,035,000 G.O. Alternative Facilities Refunding Bonds, Series 2018A

Dated: November 15, 2018 - Proposed Current Refunding of

\$9,035,000 G.O. Alternative Facilities Bonds, Series 2009A

Sources & Uses

Dated 11/15/2018 | Delivered 11/15/2018

Sources Of Funds

Par Amount of Bonds	\$9,035,000.00
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Total Sources	\$9,035,000.00
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Uses Of Funds

Total Underwriter's Discount (0.600%)	54,210.00
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Costs of Issuance	51,145.00
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Deposit to Current Refunding Fund	8,925,666.76
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Rounding Amount	3,978.24
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Total Uses	\$9,035,000.00
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Eden Prairie School District No. 272

\$10,985,000 G.O. Alternative Facilities Bonds, Series 2009A

Prior Original Debt Service

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
02/01/2019	-	-	-	-	-
08/01/2019	-	-	224,000.00	224,000.00	-
02/01/2020	1,300,000.00	5.000%	224,000.00	1,524,000.00	1,748,000.00
08/01/2020	-	-	191,500.00	191,500.00	-
02/01/2021	3,750,000.00	5.000%	191,500.00	3,941,500.00	4,133,000.00
08/01/2021	-	-	97,750.00	97,750.00	-
02/01/2022	3,910,000.00	5.000%	97,750.00	4,007,750.00	4,105,500.00
Total	\$8,960,000.00	-	\$1,026,500.00	\$9,986,500.00	-

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	11/15/2018
Average Life	2.502 Years
Average Coupon	5.00000000%
Weighted Average Maturity (Par Basis)	2.502 Years
Weighted Average Maturity (Original Price Basis)	2.502 Years

Refunding Bond Information

Refunding Dated Date	11/15/2018
Refunding Delivery Date	11/15/2018

Eden Prairie School District No. 272

\$9,035,000 G.O. Alternative Facilities Refunding Bonds, Series 2018A

Dated: November 15, 2018 - Proposed Current Refunding of

\$9,035,000 G.O. Alternative Facilities Bonds, Series 2009A

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/15/2018	-	-	-	-	-
08/01/2019	-	-	130,272.00	130,272.00	-
02/01/2020	1,525,000.00	1.900%	91,597.50	1,616,597.50	1,746,869.50
08/01/2020	-	-	77,110.00	77,110.00	-
02/01/2021	3,490,000.00	2.000%	77,110.00	3,567,110.00	3,644,220.00
08/01/2021	-	-	42,210.00	42,210.00	-
02/01/2022	4,020,000.00	2.100%	42,210.00	4,062,210.00	4,104,420.00
Total	\$9,035,000.00	-	\$460,509.50	\$9,495,509.50	-

Yield Statistics

Bond Year Dollars	\$22,472.39
Average Life	2.487 Years
Average Coupon	2.0492236%
Net Interest Cost (NIC)	2.2904530%
True Interest Cost (TIC)	2.2974937%
Bond Yield for Arbitrage Purposes	2.0475307%
All Inclusive Cost (AIC)	2.5351339%

IRS Form 8038

Net Interest Cost	2.0492236%
Weighted Average Maturity	2.487 Years

Eden Prairie School District No. 272

\$9,035,000 G.O. Alternative Facilities Refunding Bonds, Series 2018A

Dated: November 15, 2018 - Proposed Current Refunding of

\$9,035,000 G.O. Alternative Facilities Bonds, Series 2009A

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
02/01/2019	-	(3,978.24)	-	3,978.24
02/01/2020	1,746,869.50	1,746,869.50	1,748,000.00	1,130.50
02/01/2021	3,644,220.00	3,644,220.00	4,133,000.00	488,780.00
02/01/2022	4,104,420.00	4,104,420.00	4,105,500.00	1,080.00
Total	\$9,495,509.50	\$9,491,531.26	\$9,986,500.00	\$494,968.74

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	467,563.89
Net PV Cashflow Savings @ 2.535%(AIC).....	467,563.89
Contingency or Rounding Amount.....	3,978.24
Net Present Value Benefit	\$471,542.13
Net PV Benefit / \$9,506,955.19 PV Refunded Debt Service	4.960%
Net PV Benefit / \$8,960,000 Refunded Principal...	5.263%
Net PV Benefit / \$9,035,000 Refunding Principal..	5.219%

Refunding Bond Information

Refunding Dated Date	11/15/2018
Refunding Delivery Date	11/15/2018

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Current Refunding Escrow

Date	Principal	Rate	Interest	Receipts	Disbursements	Cash Balance
11/15/2018	-	-	-	0.76	-	0.76
02/01/2019	8,925,666.00	1.800%	34,333.24	8,959,999.24	8,960,000.00	-
Total	\$8,925,666.00	-	\$34,333.24	\$8,960,000.00	\$8,960,000.00	-

Investment Parameters

Investment Model [PV, GIC, or Securities]	Securities
Default investment yield target	Unrestricted
Cash Deposit	0.76
Cost of Investments Purchased with Bond Proceeds	8,925,666.00
Total Cost of Investments	\$8,925,666.76
Target Cost of Investments at bond yield	\$8,921,549.47
Actual positive or (negative) arbitrage	(4,117.29)
Yield to Receipt	1.8268593%
Yield for Arbitrage Purposes	2.0475307%
State and Local Government Series (SLGS) rates for	8/28/2018

**EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 272 (EDEN PRAIRIE)
STATE OF MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 272 (Eden Prairie), Minnesota, was duly held on September 24, 2018 at 6:00 PM.

MEMBERS PRESENT:

MEMBERS ABSENT:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION PROVIDING FOR THE SALE OF GENERAL OBLIGATION
ALTERNATIVE FACILITIES REFUNDING BONDS, SERIES 2018A; AND
COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE
THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE
THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THESE BONDS**

BE IT RESOLVED by the School Board of Independent School District No. 272 (Eden Prairie), Minnesota, as follows:

1. Bond Authorization. The School Board has determined that it is necessary and expedient to issue \$9,035,000 General Obligation Alternative Facilities Refunding Bonds, Series 2018A.

2. Sale. The District has retained Ehlers & Associates, Inc. (Ehlers) in Roseville, Minnesota, as its independent municipal advisor for the Bonds. Ehlers is authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9). If the issuance of the Bonds is approved, the School Board shall meet at the time and place specified in the Official Statement to receive and consider proposals for the purchase of the Bonds.

3. Official Statement; Negotiation of Sale. Ehlers is authorized to prepare and distribute an Official Statement and to open, read and tabulate the proposals for presentation to the Board.

4. Minnesota School District Credit Enhancement Program. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

The motion for adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
HENNEPIN COUNTY)

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this resolution, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this ____ day of _____,
2018.

School District Clerk



Inspiring Each Student Every Day

September 18, 2018

Dear Superintendent Swanson,

Eden Prairie Schools, along with all school districts across the state continue to work with the Minnesota Department of Education (MDE) on the preliminary levy certification. At the time of this memo we are still waiting for solid numbers from MDE.

The preliminary levy for taxes payable in 2019 is required to be school board approved by September 30th and we hope to provide numbers and comparative data at the September 24th board meeting. At this time, we believe there will be a small levy increase due to a few major items:

- The operating referendum which was passed by the community in 2014 includes an inflationary adjustment of 2.24% which continues to provide solid and stable referendum revenue.
- During fiscal year 2016-17 the school board approved an increase to the district's long-term facility maintenance needs. This increase is helping invest more dollars into deferred facility maintenance and keep our sites looking at their best.
- The Other Post Employment Bonds (OPEB) have been paid in full and result in a debt service levy reduction

The combination of these items will result in a small overall levy increase for Eden Prairie Schools. At the September 24th School Board meeting, we propose the school board approve the preliminary tax levy at the maximum for taxes payable in 2019 for Independent School District #272, Eden Prairie. This allows the Business Office to continue working with MDE up to September 30th to finalize the amounts that will appear on the truth in taxation notices in November.

Please contact the business office if you have any questions.

Eden Prairie Schools Preliminary Levy Certification Payable 2019

	Categories	2017 Pay 18 FY 19	2018 Pay 19 FY 20	Dollar Change	Comments
1	GENERAL FUND				
2	Equity	\$ 1,159,669	\$ 788,616	\$ (371,053)	Equity revenue similar to last year, large previous year adjustment
3	Local Optional Revenue	4,159,690	4,182,328	22,637	Adjustment for prior year student count
4	Achievement & Integration	367,674	458,581	90,908	Based on submitted budget to MDE
5	Alternative Teacher Compensation	815,888	846,178	30,290	Adjustment for prior year student count
6	Referendum	17,780,184	18,389,807	609,624	2.24% increase & prior year adjustments
7	Transition	54,841	55,041	200	Adjustment for prior year student count
8	Re-employment Ins.	23,507	44,752	21,245	Returning to normal, last year negative due to an adjustment
9	Safe Schools	488,498	498,820	10,322	Similar to prior years
10	Career Technical	367,434	370,613	3,179	35% of estimated expenditures
11	Abatement/Other Adjustments	554,583	71,069	(483,514)	Holding down abatement adjustments
12	Building/ Lease	1,308,414	1,578,740	270,326	Large previous year adjustment
13	Operating Capital	957,199	1,097,828	140,629	Change in equalization, offset with aid decrease
14	Capital Projects	6,592,060	6,907,966	315,907	Technology levy, increase in adjusted net tax capacity
15	Long Term Facility Maintenance (LTFM)	1,020,417	2,542,107	1,521,690	Intentionally more pay-as-you-go this year to help offset debt levy
16	Capital Facilities Bonds Adjustment	(122,798)	(124,740)	(1,942)	Offset in debt service fund
17	LEVY TOTAL	\$ 35,527,258	\$ 37,707,705	\$ 2,180,447	6.14%
18	Basic Maint. & Sparsity	\$ 60,438,662	\$ 60,386,904	\$ (51,758)	2% formula increase, prior year student counts
19	Declining Enrollment	180,624	161,537	(19,087)	28% of formula allowance for fewer pupils
20	Pension Adjustment	-	225,550	225,550	Pay for 2018 legislative action on Teacher Retirement Association
21	Gifted & Talented	124,478	124,371	(107)	Based on adjusted pupil units
22	Extended Time	550,589	532,168	(18,421)	Based on adjusted pupil units
23	Basic Skills	1,680,981	1,819,040	138,059	Eligible Free/Reduced & EL concentration
24	Referendum	3,125	3,125	-	Equalization aid
25	Achievement & Integration	856,505	959,968	103,463	Based on submitted budget to MDE
26	Special Education	11,323,142	11,619,881	296,739	Conservative estimate by MDE in FY18
27	Abatement Aid	58,786	47,215	(11,571)	Abatement activity
28	Alternative Teacher Compensation	1,491,040	1,478,685	(12,355)	Based on adjusted pupil units
29	Nonpub/Alt Att Transp	282,766	336,498	53,732	Reduced FTE's and expenditures
30	Operating Capital	1,138,870	1,036,808	(102,063)	Change in equalization
31	AID TOTAL	\$ 78,129,567	\$ 78,731,749	\$ 602,181	0.77%
32	GENERAL FUND TOTAL	\$ 113,656,826	\$ 116,439,454	\$ 2,782,628	2.45%
33	COMMUNITY EDUCATION FUND				
34	Basic Levy	\$ 451,675	\$ 451,675	\$ -	\$5.42 per population (2012 census)
35	Early Child & Family	334,274	326,603	(7,672)	Slightly smaller population
36	Home Visiting	8,539	8,905	366	0-4 year old
37	Disabled Adults	6,365	6,365	-	50% of approved expenditures
38	School-Aged Care	24,349	174,978	150,628	Funding for students with disabilities
39	Abatement Adjustment	12,424	10,316	(2,108)	Abatement activity
40	LEVY TOTAL	\$ 837,627	\$ 978,842	\$ 141,215	16.86%
41	Early Child & Family Education	\$ 301,869	\$ 306,651	\$ 4,783	Based on ANTC and 5 year old population
42	Home Visiting Aid	4,613	4,193	(420)	Similar to prior year
43	Abatement Aid	4,804	3,812	(992)	Abatement activity
44	AID TOTAL	\$ 311,286	\$ 314,656	\$ 3,370	1.08%
45	COMM. ED. FUND TOTAL	\$ 1,148,913	\$ 1,293,498	\$ 144,585	12.58%
46	DEBT SERVICE FUND				
47	Debt Levy	\$ 2,326,538	\$ 2,320,763	\$ (5,775)	Scheduled principal & interest payments
48	Alternative Facilities (LTFM) Bond	2,663,544	5,861,108	3,197,564	Scheduled principal & interest payments
49	OPEB Bond	4,169,459	-	(4,169,459)	Scheduled principal & interest payments
50	Debt Excess	(262,999)	(223,923)	39,077	Calculated using fund balance & projected costs
51	Abatement Adjustment	333,424	-	(333,424)	Abatement activity not levied
52	LEVY TOTAL	\$ 9,229,966	\$ 7,957,948	\$ (1,272,017)	13.78%
53	DEBT SERV. FUND TOTAL	\$ 9,229,966	\$ 7,957,948	\$ (1,272,017)	13.78%
54	ALL FUNDS LEVY & AID TOTAL	\$ 124,035,704	\$ 125,690,900	\$ 1,655,196	1.33%
55	LEVY GRAND TOTAL	\$ 45,594,851	\$ 46,644,496	\$ 1,049,645	2.30%

Eden Prairie Schools Independent School District No. 272

Preliminary Tax Levy Taxes Payable in 2019



Inspiring Each Student Every Day

Property Tax Background

- Every owner of taxable property pays property taxes for the various “taxing jurisdictions” (county, city or township, school district, special districts) in which the property is located
- Each taxing jurisdiction sets its own tax levy, often based on limits in state law
- County sends out bills, collects taxes from property owners, and distributes funds back to other taxing jurisdictions

Payable in 2019

Tax Levy

Schedule of events in approval of district's Payable 2019 tax levy

- September 7: Dept. of Education prepared and distributed first draft of levy limit worksheets setting maximum authorized levy
- September 24: School board approves proposed levy amounts at the maximum
- Mid-November: County mails “Proposed Property Tax Statements” to all property owners
- December 10: Public hearing on proposed levy
- December 10: Following hearing school board will certify final actual levy amounts

Taxing Jurisdictions

Projected Increases

- School District + 2.30%
- City of Eden Prairie + 2.70%
- Hennepin County + 5.50%



Overview of Levy Changes

Fund	Pay 18	Pay 19	\$ Change	% Change
General	\$35,527,705	\$37,707,705	+ \$2,180,447	+ 6.14%
Community Educ.	837,627	978,842	+ 141,215	+ 16.86
Debt Service	5,133,160	7,957,948	+ 2,824,788	+ 55.03
<u>OPEB Debt Service</u>	<u>4,096,806</u>	<u>-</u>	<u>- 4,096,806</u>	<u>- 100.00</u>
Total	\$45,594,851	\$46,644,495	+ \$1,049,644	+ 2.30%

Overview of Aid Changes

Fund	FY18	FY19	\$ Change	% Change
General	\$78,129,567	\$78,731,749	+ \$602,181	+ 0.77%
Community Educ.	311,286	314,656	+ 3,370	+ 1.08%
Total	\$78,440,853	\$79,046,405	+ \$605,552	+ 0.77%

Explanation of Levy Changes

General Fund	
Category:	Operating Referendum & Local Optional
Change:	+ \$632,261
Use of Funds:	General operating expenses
Reasons for decrease:	
	Funding based on adjusted pupil units
	Includes an inflationary increase of 2.24%

Explanation of Levy Changes

General Fund	
Category:	Equity Revenue
Change:	- \$371,053
Use of Funds:	General operating expenses
Reasons for decrease:	
	Equity is intended to reduce the per pupil disparity between the highest and lowest revenue districts.
	Inverse relationship with operating referendum.
	Large Adjustment in the previous year

Explanation of Levy Changes

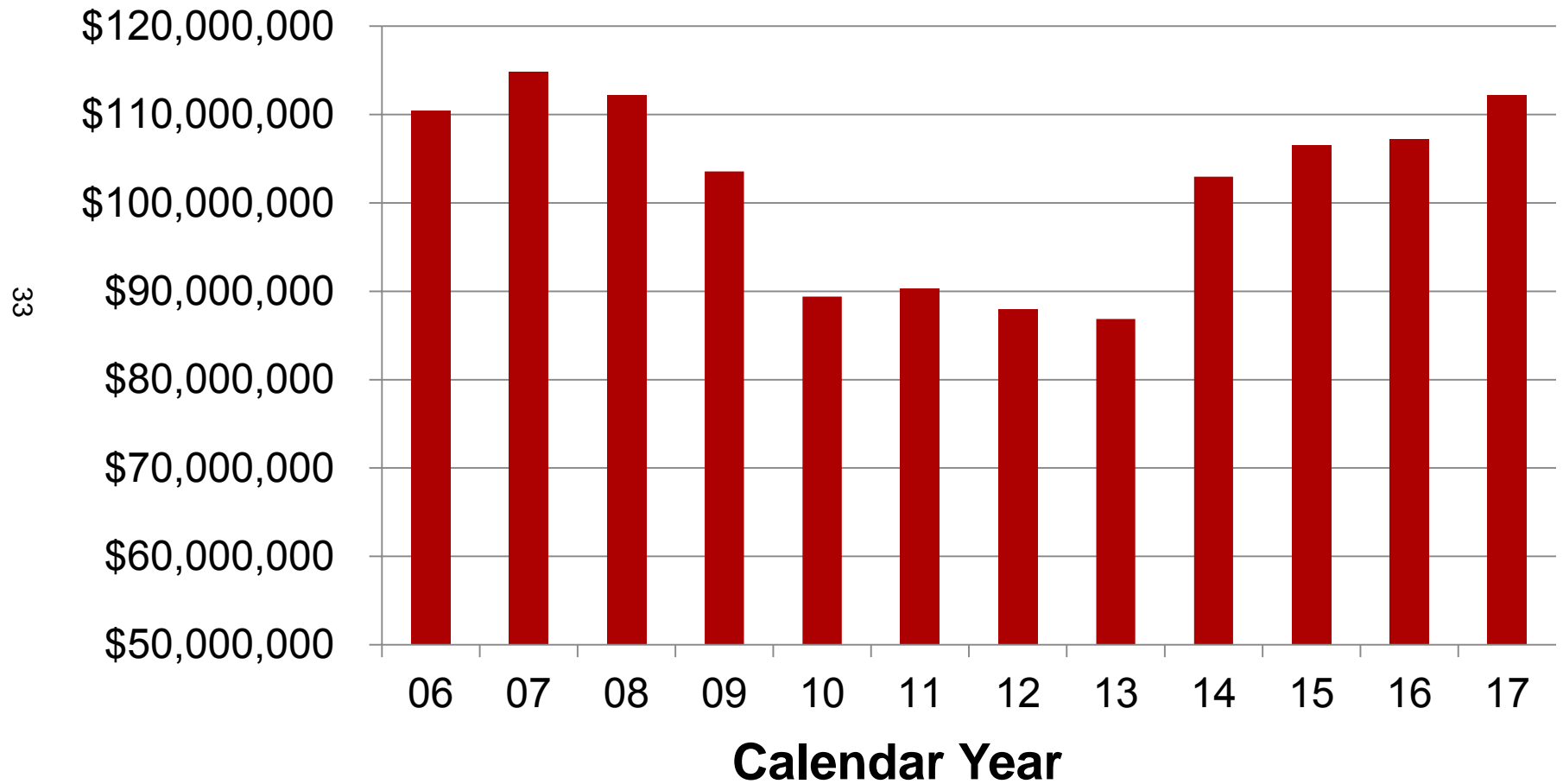
General Fund

Category:	Long Term Facility Maintenance (LTFM)
Change:	+ \$1,521,690
Use of Funds:	Deferred capital and maintenance, approved health and safety, increased accessibility to school facilities.
Reasons for increase:	
	Conversion of old law to new law in 2017
	Increase in total funding, increase in pay-as-you go
	Offset in Debt Service levy

Explanation of Levy Changes

General Fund	
Category:	Capital Projects (Technology Levy)
Change:	+ \$315,907
Use of Funds:	General operating expenses
Reasons for increase:	
	The capital projects levy is based on anticipated net tax capacity (ANTC)

Adjusted Net Tax Capacity (ANTC)



Explanation of Levy Changes

Community Education Fund

Category:	School-Age Care
Change:	+ \$150,628
Use of Funds:	A district that offers a school age care program is eligible for revenue for the additional costs of providing services to children with disabilities
Reasons for increase:	
	Change from YMCA to EP Eagle Zone allows us to claim the incurred expenses as revenue

Explanation of Levy Changes

Debt Service Fund	
Category:	Total Debt Service
Change:	- \$1,272,017
Use of Funds:	Principal and Interest Payments
Reasons for decrease:	
	Other Post Employment Benefit (OPEB) Debt is fully paid! (\$15,000,000)

Overview of Levy Changes

Fund	Pay 18	Pay 19	\$ Change	% Change
Voter Approved	\$ 24,008,888	\$ 24,721,157	+ \$712,269	+ 2.96%
Other	<u>21,585,963</u>	<u>21,923,338</u>	<u>+ 337,375</u>	<u>+ 1.56%</u>
Total	\$ 45,594,851	\$ 46,644,496	+ \$1,049,644	+ 2.30%



Designing Pathways

THE ROADMAP TO REACH EACH STUDENT

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Preschool Questions



Parent Feedback & Research

- Focus groups conducted winter 2017-18
- 2 sessions
- $\frac{1}{3}$ of parents participated

Cedar Ridge Preschool

Focus Group Feedback

Why parents select Cedar Ridge preschool

- 5 day/week program
- To build confidence and independence
- Get used to the school they will attend
- Kindergarten teachers will know them
- Transportation was offered to all
- Like the buddy system of older kids in the school
- Great teachers and school
- Time of day/hours per day



Cedar Ridge Preschool

Focus Group Feedback

Impressions of the experience at Cedar Ridge

- Bus drivers and front office staff are amazing
- Like the interaction with other kids in the building (motivating)
- Love the recess and lunch option
- Feel very comfortable with the school now
- Can see the progression of growth in their child
- Teachers are great
- Can see how the curriculum is integrated



Cedar Ridge Preschool

Capture Rate into EP Kindergarten

- 43 total students
- 11 CR, 1 EH, 2 EL, 3 FH, 7 OP, 2 PV (26)
- 5 moved out of district
- 11 attending Eagle Ridge

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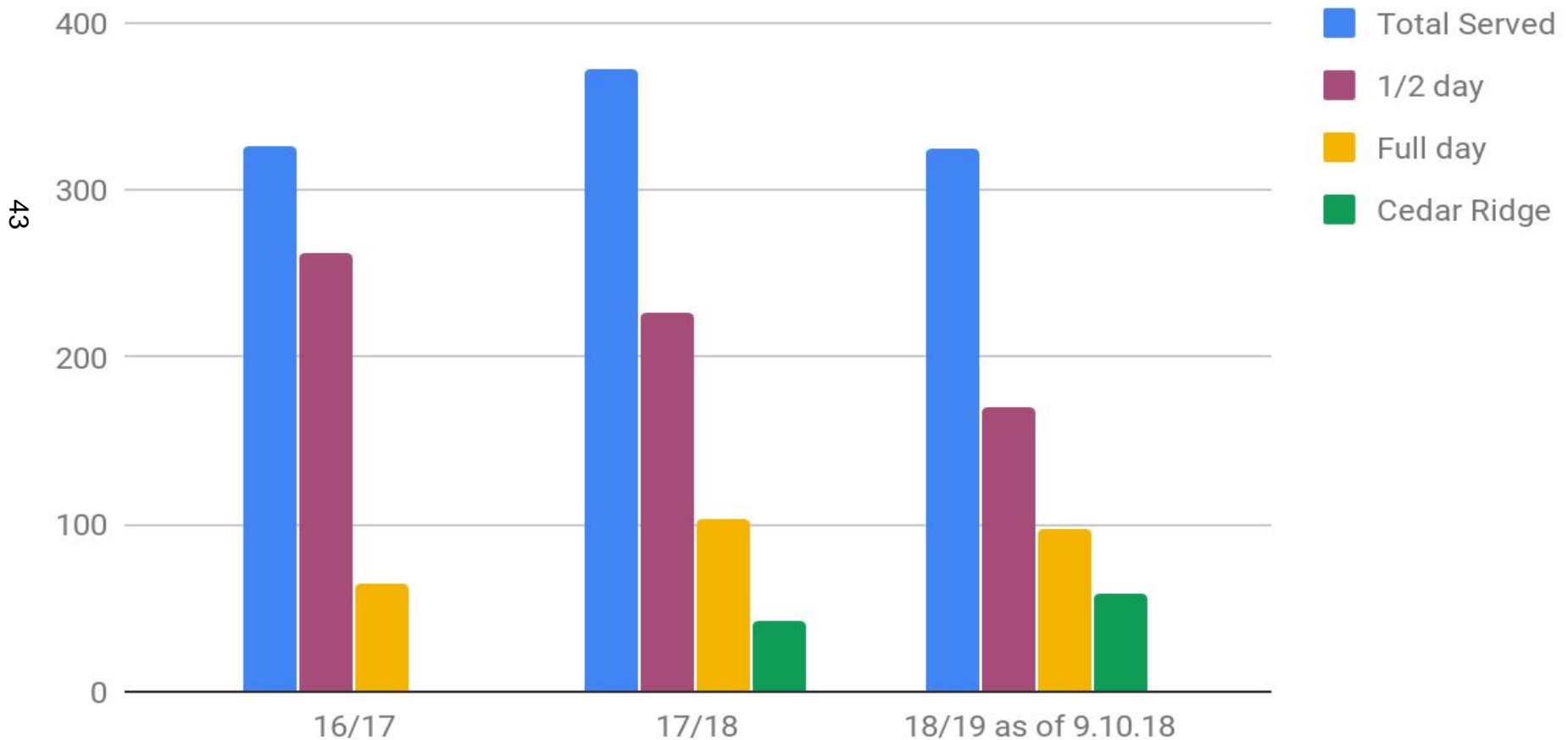
Facility considerations

- 4 year olds in summer EPIC
- Cedar Ridge facilities



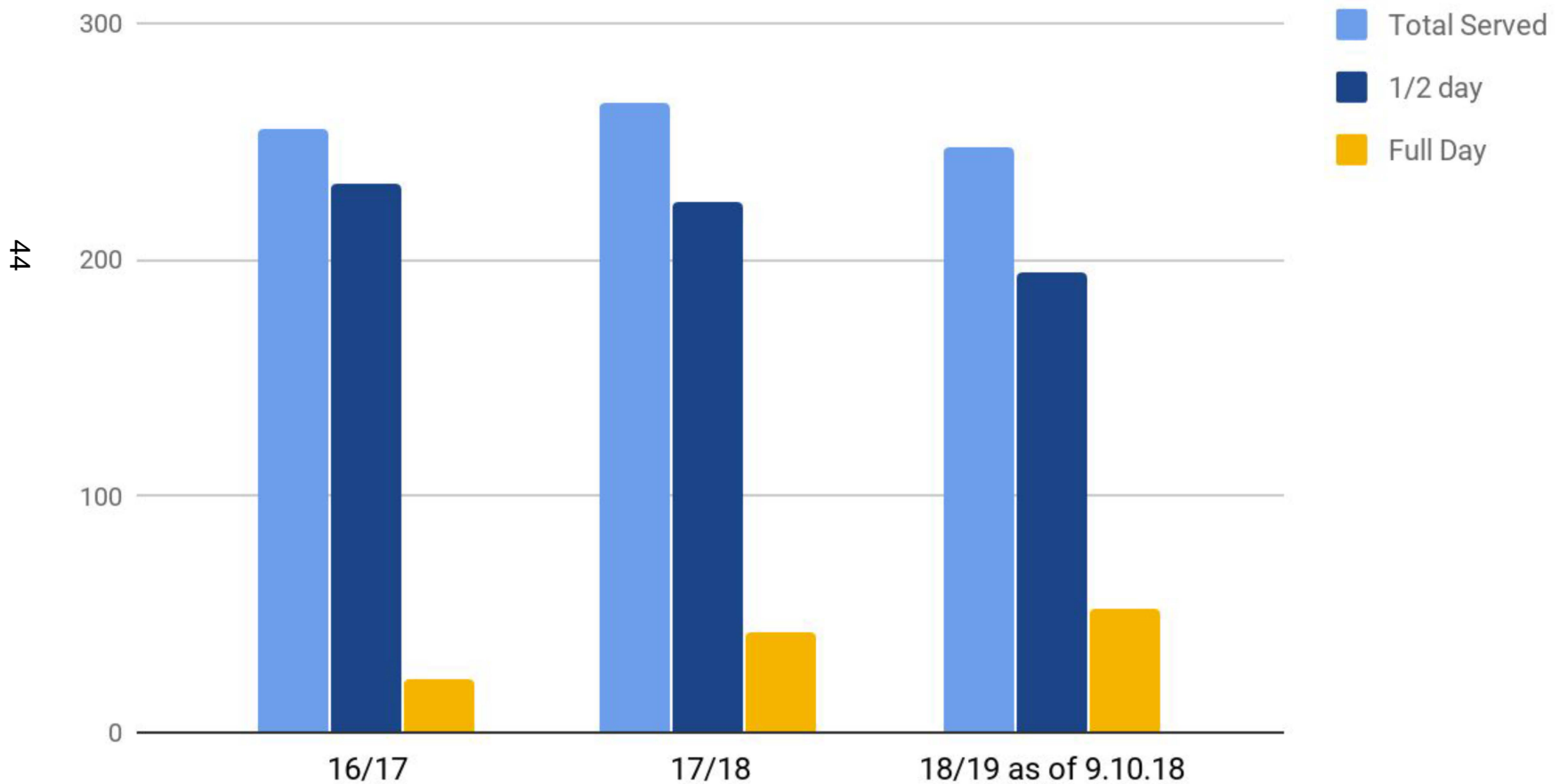
Preschool: 4 year olds

EP 4 yr old preschool trend data



Preschool: 3 year olds

EP 3 year old preschool trend data



Preschool Transportation



- **Dedicated buses for preschool**

- Already need 8 buses for CMS, so no additional capital investment needed
- Small increase in one-time cost - \$75,000 to retrofit buses with seat belts
- Small increase in ongoing cost - \$60,000 per year for additional fuel and maintenance

- **Separate bell times**

- Reduces parent congestion at sites
- Requires parent/guardian walk preK students to bus stop

- **Transport ALL preschool students**

- Reduce barriers and provide greater access for kids



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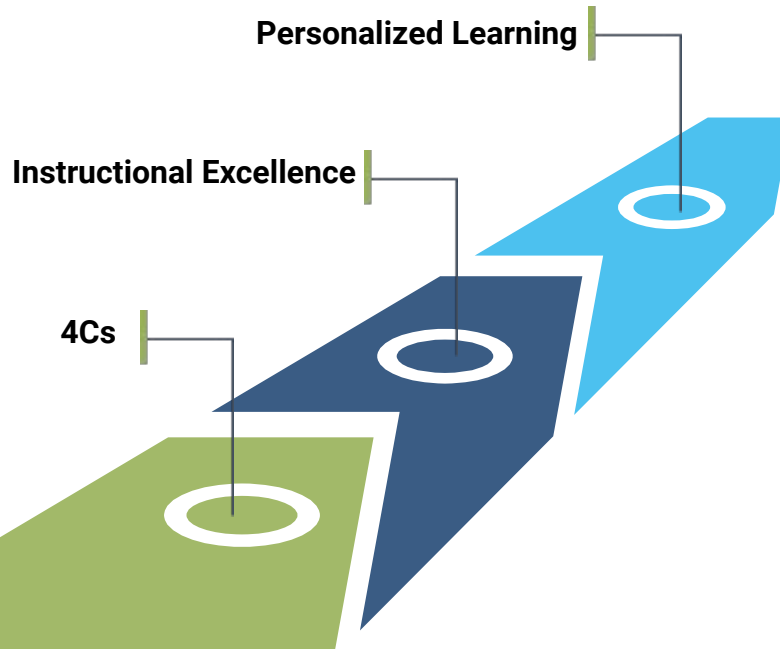
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Elementary Questions

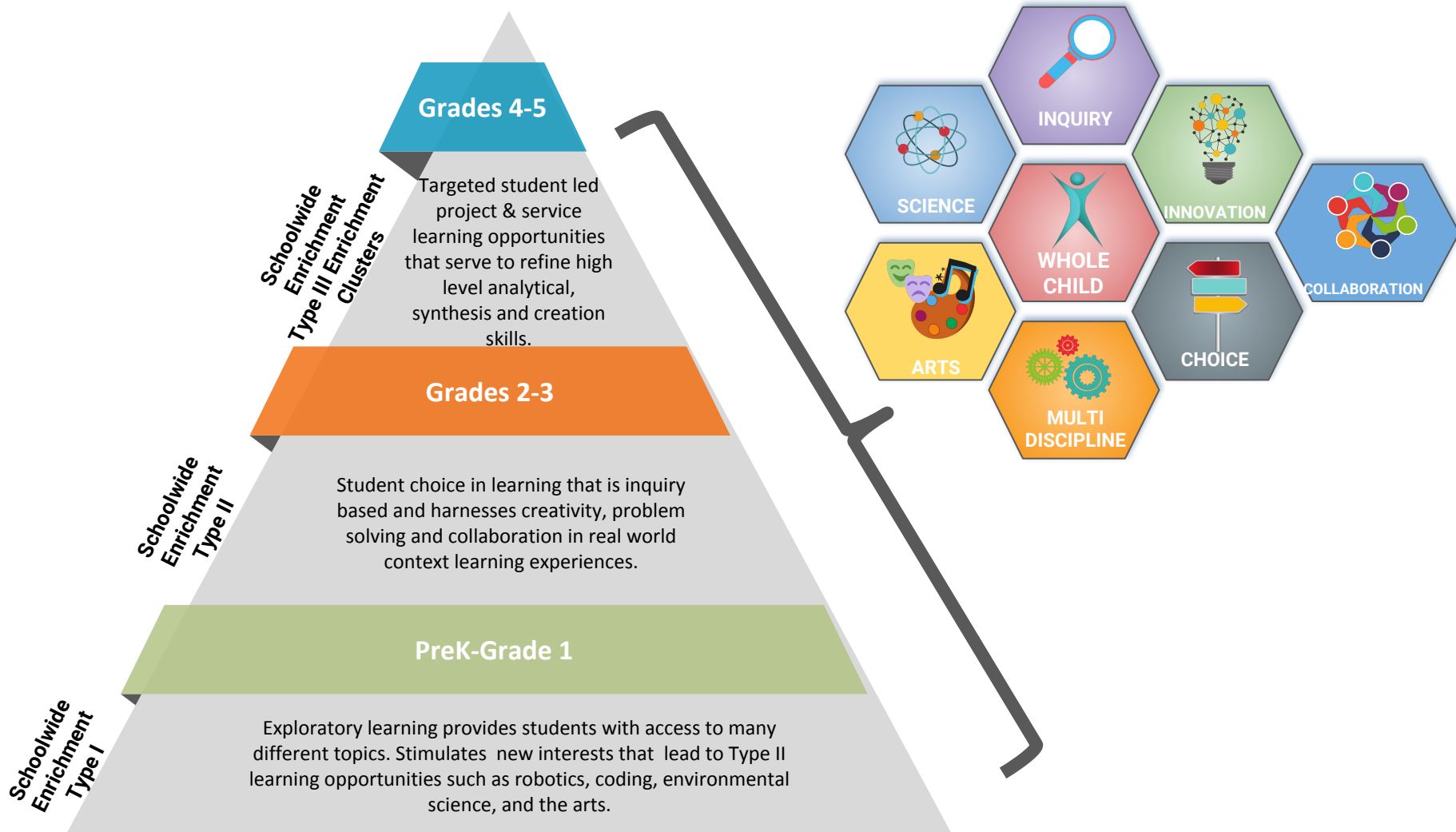
Choices for Students & Families

We've built a solid
base for looking to
the future...



Choices for Students & Families

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Commitment to offer choices for students & families

- Build on strong foundation
- Student Centered
- Academic Excellence

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Collaborative Design Development

- 2-3 years to run parallel with building updates

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Inspiring Each Student Every Day

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Middle School Questions

CMS Academic Benefit

Stronger Experience

- A 3-year middle school experience
 - **Stronger** teacher and student **relationships**
 - **Deeper** high school **preparation**
 - Additional year to develop **executive functioning skills**
 - Staff who specialize in meeting the **unique social and emotional needs of 10 to 14 year old** students
 - Learning in **uniquely & developmentally designed spaces**
 - 6th graders would experience a **wider array of athletic and academic opportunities**

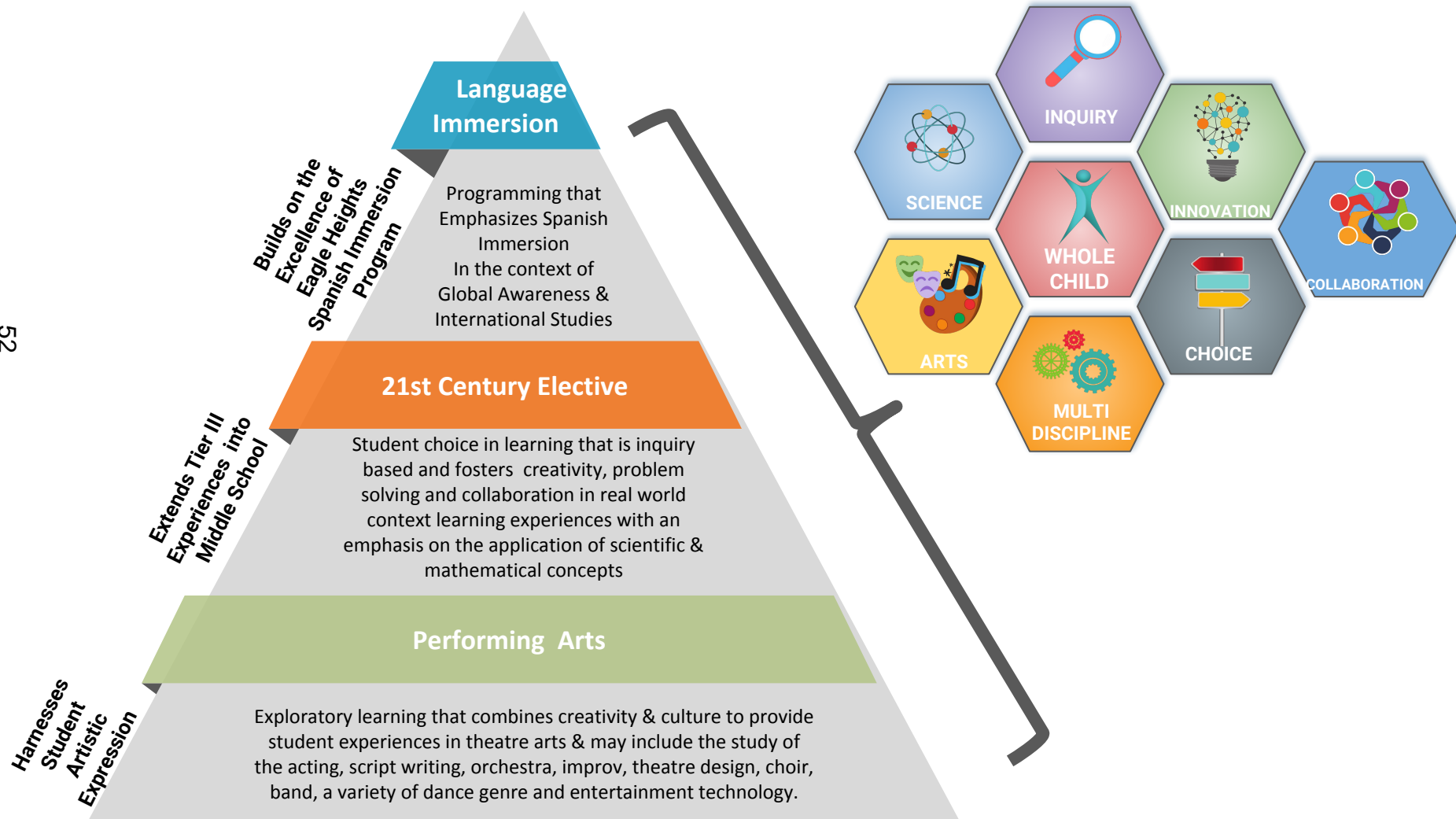
Readiness

- 6th graders are more **academically, socially and emotionally aligned** to 7th and 8th graders.



Choices for Students & Families

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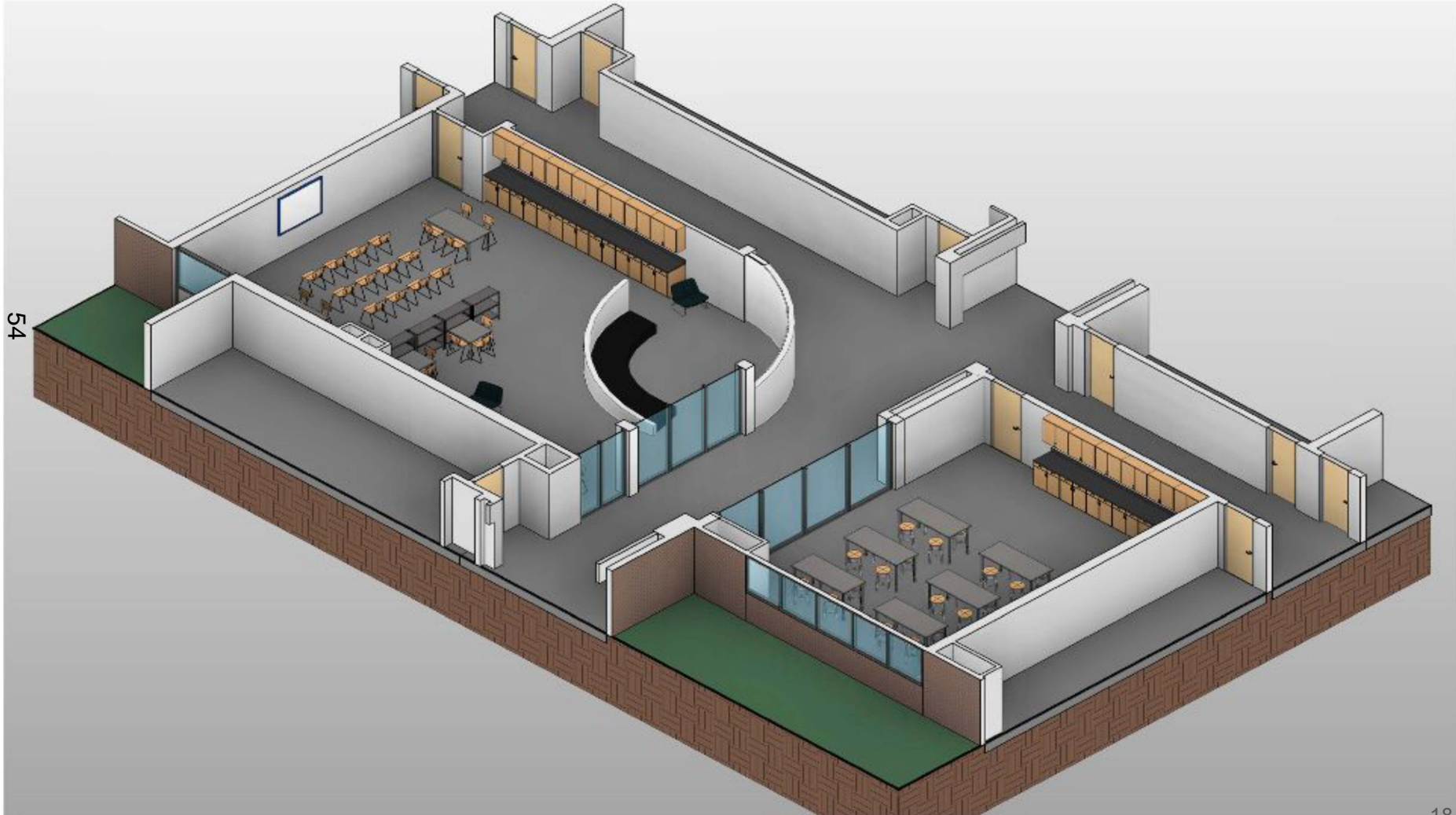
Commitment to offer choices for students & families

- Expand Choice Programming
- Student Interest
- College & Career Ready



Collaborative Design Development

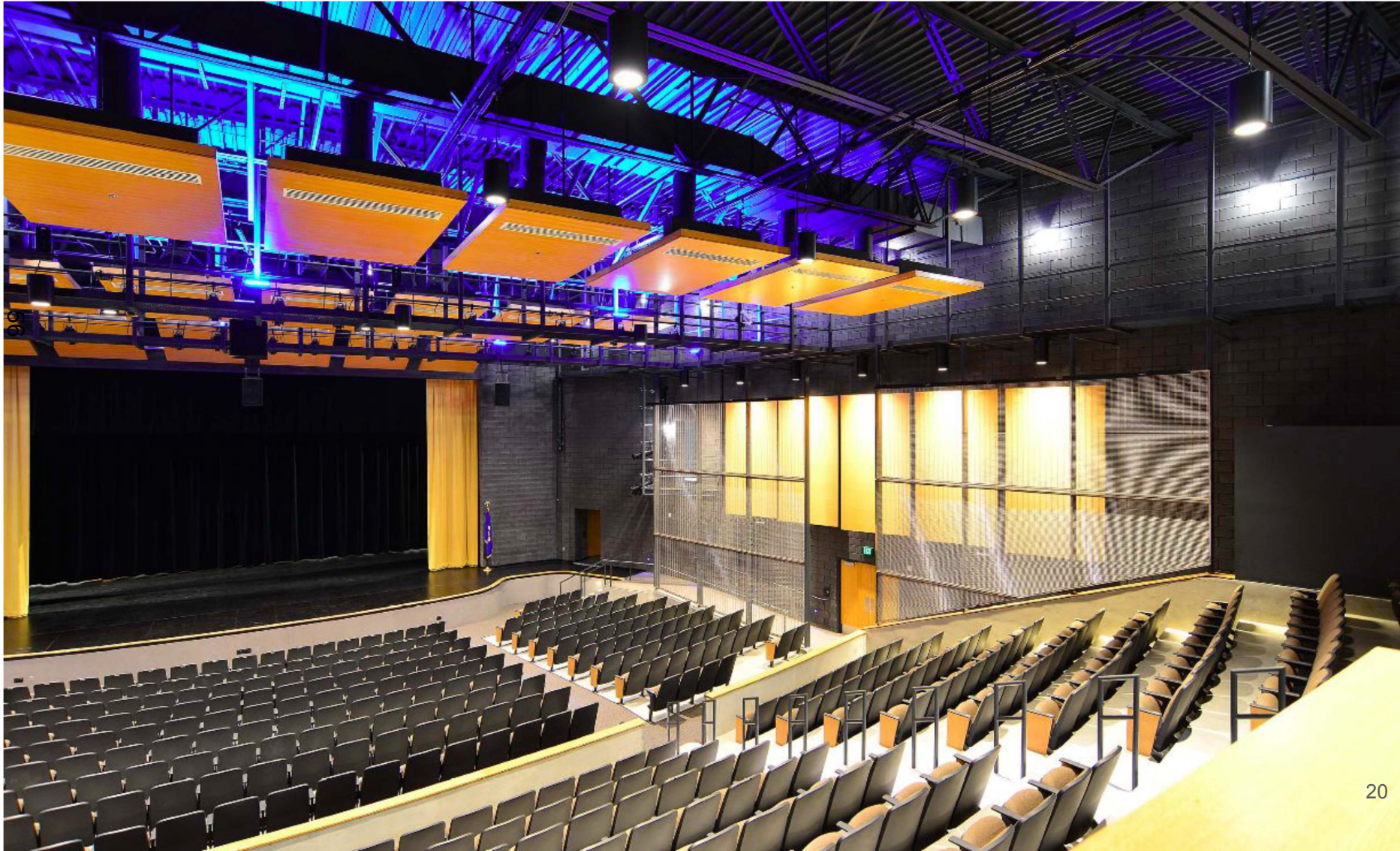
- 2-3 years to run parallel with building updates



Personalized Learning Spaces



CMS Theater Example





Business Items



Financial Questions

Operating Referendum

- Passed in November 2014
- Includes inflationary adjustment
- FY 2019-20 amount is \$1,569.28 plus board approved \$300 = \$1,869.28
- Cap is \$2,024.89 (\$155.61 available, approximately \$1,488,721)
- Expires FY 2024-25 (Latest possible vote - November 2024)

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Capital Projects Levy (Tech Levy)

- Passed in November 2013
- Revenue is based on tax rate and net tax capacity in the district boundaries
- FY 2019-20 amount is \$6,907,966.36
- Expires FY 2024-25 (Latest possible vote - November 2024)

School Building Bonds (Bond Referendum)

- Requires voter approval (2nd Tuesday of Feb, Apr, May, Aug, or general election)
- Provides up front cash for projects
- Broadest authority - Any type of capital project cost related to facilities and equipment
- Issued for up to 30 years, minimum is 20 years
- Structuring of payments is very flexible, wrap around existing debt
- Lowest interest rate of all options
- Results in a property tax increase

Capital Facility Bonds

- Requires school board approval
- Provides up front cash for projects
- Payments are spread over several years
- Revenue neutral, borrow against future capital (limited to annual operating capital revenue)
- Can be used for improvements, repairs, security, not furniture
- Maximum term is 15 years
- Interest rate is similar to a bond

Lease Purchase

- Requires school board approval
- Provides up front cash for projects
- Lease length determined by useful life of asset
- Additional space must be less than 20% of current building capacity
- Cannot cover furniture or other furnishings
- Can only be used for instructional space
- Room is needed under the lease cap
- Higher interest rate than a bond
- Results in a property tax increase

Funding Options

Operating Referendum

- Requires voter approval (2nd Tuesday of November)
- Can be used to fund any general fund expense, operating and/or capital
- Revenue is capped
- No debt is issued
- Results in a property tax increase

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Long-Term Facilities Maintenance Revenue (LTFMR)

- Requires school board approval
- Provides up front cash for projects
- Projects can only be “like for like” replacements
- Additional revenue for health and safety
- Building Modifications allowed for voluntary pre-k programming
- Results in a property tax increase

Funding Options

Capital Projects Levy

- Requires voter approval
- Used to finance capital costs such as technology
- Levy is spread on net tax capacity (NTC)
- No debt is issued
- Results in a property tax increase

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Current Resources

- Assigned fund balance for construction \$750,000
- No impact on property tax

Election Timeline



Election - May 14, 2019

Community Presentations - January - May 2019

Board Vote - November 19, 2018

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Safety

Safety & Security

Investments at ALL sites

Improvements & Updates to:

- Exterior Security
- Interior Communication Systems
- Building Lock Down Equipment
- Camera/Surveillance Systems
- Protective Glass in Strategic Areas

Questions

Eden Prairie School District 272 Superintendent Monitoring Report		
Policy Name: EL 2.3 Treatment of Parents	Monitoring Timeframe: July 2016 to June 2017 July 2017 to June 2018	Policy Monitoring Column FOR BOARD USE ONLY Compliance rating: <ul style="list-style-type: none"> • OI is/is not reasonable • Data does/does not provide adequate evidence of compliance <i>Include specific evidence for rating conclusion and recommendations.</i>
Policy Quadrant: Executive Limitations	Date of School Board Monitoring: September 25, 2017 September 24, 2018	
		Board member name:
<u>Global Constraint:</u> The Superintendent shall not allow a culture or district practice that fails to proactively engage parents of district students in a respectful partnership that supports the successful education of their child.		(enter rating and reasoning when appropriate)
<u>Operational Interpretation:</u> I interpret “culture or district practice” for purposes of this policy as those policies and norms present in a school district. I interpret “parent” to be a child’s guardian or to any other adult allowed and/or permitted by law to access private educational records and/or make educational decisions for the child. I interpret “proactively engage parents in a respectful partnership” as those formal and informal practices that build capacity and trust.		

<p><u>Justification:</u></p> <ol style="list-style-type: none"> 1. I justify my interpretation of “parent” by citing its definition in MN Statute 13.02, Subd. 8. 2. In order to participate in a “respectful partnership”, it is the responsibility of each person in the school community to contribute to a climate of understanding and mutual respect for the rights and dignity of each individual by: <ul style="list-style-type: none"> • showing courtesy and self-discipline in actions and words; • seeking solutions to problems; • respecting the rules, regulations and practices that create safe and secure learning and working environments; • demonstrating honesty and integrity; • acting in a manner that results in a positive and supportive atmosphere. <p>(Source: Edmonton Public Schools)</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. Compliance to the legal definition of “parent” and the rights and responsibilities associated with creating a partnership to educate their child. 2. Parent survey data regarding parent perceptions of their experience with Eden Prairie Schools. 3. Compliance with all provisions of the policy. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 2. Random sample of 750 400 “parents” of students attending EPS. (Eden Prairie April 2017 May 2018 Residential Survey.) <ol style="list-style-type: none"> a) 89% 91% of respondents reported a favorable job performance of the Eden Prairie School Board. b) 89% 87% of respondents reported a favorable job performance of the Superintendent and District Office Administration. c) 95% 93% of respondents reported a favorable job performance of the School Principals and their Leadership Teams. d) 99% 97% of respondents reported a favorable job performance of teachers and instructional staff. e) 95% 88% of respondents reported favorably that the Eden Prairie School District Board and Administration do a good job of involving community leaders, parents and interested citizens in decisions about the schools. f) 96% of respondents reported favorably that they trust Eden Prairie Schools to do what is right for the children in this district. 	

<p>g) 95% 92% of respondents reported favorably that Eden Prairie Schools does a good job of communicating important issues and decisions to residents of this area.</p> <p>h) 92% 90% of respondents reported favorably that they are satisfied with the School District's decision-making process of adopting new practices and making financial judgments.</p> <p>1. All provisions of the policy are found to be in compliance.</p>	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>2.3.1 Furthermore, the Superintendent shall not: Impede the flow of timely, adequate, and easily accessible information about the district in general and their child, in particular.</p>	
<p><u>Operational Interpretation:</u> I interpret "impede the flow of information" as failing to implement a stable information access system with multiple means for parental access to information regarding their child and the District as a whole. "Information about the district" is public relations information that is created and disseminated for the express purpose of informing and/or engaging parents in the opportunities and challenges of the school district. It also includes relevant information regarding student and/or staff accomplishments and acknowledgements. "Information about their child" is Private Educational Records and Directory Information as defined in Minnesota Government Data Practices Act, Statute 13. The district collects this data in the normal course of the educational process.</p> <p>I interpret the flow of "timely information" to mean access to data and the formal and informal opportunities provided during the school year for communication between school personnel and parents.</p> <p>I interpret "adequate information" as:</p> <ol style="list-style-type: none"> 1. Private Educational Records that communicates individual student performance enabling teachers, parents, and when appropriate students, to work together to support learning goals throughout the child's school years. 2. Directory Information is student data that is routinely collected by the District and is available to the general public upon request unless prohibited in writing by the parent. "Directory information" means information contained in an education record of a student which would not generally be considered harmful or an invasion of 	

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<p>privacy if disclosed. It includes, but is not limited to: the student's name, address, telephone listing, electronic mail address, photograph, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (i.e., full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent educational agency or institution attended. It also includes the name, address, and telephone number of the student's parent(s). Directory information does not include a student's social security number or a student's identification number ("ID") if the ID may be used to access education records without use of one or more factors that authenticate the student's identity such as a personal identification number, password, or other factor known or possessed only by the authorized user. It also does not include personally identifiable data that references religion, race, color, social position, or nationality.</p> <p>3. District Data that communicates the condition of the District and its strategic plan.</p>	
<p><u>Justification:</u></p> <ol style="list-style-type: none"> 1. My interpretation of this policy regarding "information about the district" is justified by the National School Public Relations Association four step public relations planning process: <ol style="list-style-type: none"> a. Research – up front analysis of where the district stands in regard to all public it wishes to reach. b. Action Plan – developing public relation goals, objectives, and strategies that go hand-in-hand with the district's overall mission and goals. c. Communicate/Implement – carrying out the tactics necessary to meet the objectives and goals. d. Evaluate - looking back at actions taken to determine their effectiveness and what changes are needed in the future. 2. My interpretation of this policy regarding parental access to student data is justified on the legal definitions of "private educational records" and "directory information". State and federal law provides that all data collected, created, received, or maintained by a school district are public unless classified as not public or private or confidential. State law classifies all data on individuals maintained by a school district which relates to a student as "private" educational data (Source: Eden Prairie Schools Policy 515). The legal standards regarding parental access to private student data (per EL 2.2.2) are defined by: <ol style="list-style-type: none"> a. Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and Minn. Rules Parts 1205.0100-1205.2000 b. Family Educational Rights and Privacy Act (FERPA) and its regulations in 34 CFR Part 99. c. Individuals with Disabilities Act (IDEA) 	

<p>The District provides opportunities for parents to access timely and adequate educational data regarding their child by:</p> <ol style="list-style-type: none"> 1. Providing access to directory information and private student records via a password protected Internet portal. 2. Distribution of individual student results from mandated testing as required by the State of Minnesota. 3. Providing the means and opportunities to exchange information and recommendations via formal and informal communication channels and scheduled events. 4. Annual notification of their rights to view, correct and limit access to their child's directory information, and file a complaint in regards to the District's handling of private and directory student records. <p>"Directory information" means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed.</p>	
<p><u>Measurement Plan:</u></p> <p>Our current compliance monitoring plan for the flow of information about the district and individual students includes:</p> <ol style="list-style-type: none"> 1. The collection of quantitative data measuring parental access to private educational data: <ol style="list-style-type: none"> a. Parent requests for access to the parent portal b. Parent portal usage c. Formal opportunities for parents to speak with teachers regarding their child's educational progress 2. Compliance with legal requirements regarding the timeliness of private educational data dissemination to parents. 3. Compliance to notification requirements regarding parental rights to review student educational records and restrict the release of directory information. 4. Any instance of noncompliance with #2 and #3 above will be noted in the annual monitoring report. 5. There is an active multi-modal communications plan to generally inform parents about the District. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. Strategies utilized in 2016-17 2017-18 to provide access and support through technology to help engage parents in their child's education: <ol style="list-style-type: none"> a. Parent Learning Sessions regarding parenting in a digital world b. Extended Parent Help Desk Hours During High Volume of Support Times c. 3,137 3,170 active parents currently enrolled in Password Self-Service as of September 2017 2018 d. Parent Tech Help at Open Houses, Parent Night, and Kindercamp through Community Education at all Elementaries (2, 2-day sessions) 	

- e. High School, CMS, and Oak Point (servicing all Elementaries) advertised hours for technical support for student login information, parent portal login information, lunch pin numbers, signing iLearn agreements, support for devices that went home for the summer, and device pick up: 7:30-3:30 at the Technology Support desk at each site beginning ~~June 1st~~ **June 8th** until the first day of school.
- f. Help desk offered parent drop in options at the District Technology office 7:30-3:30 for technical support for student login information, parent portal login information, lunch pin numbers, signing iLearn agreements
- g. ~~Technology department teamed with the Food Service department to assist parents in using a new, updated Food Service system including assistance on filling out online benefits applications and entering automated lunch payment options~~

2. Metrics that have been collected:

a. Parent Portal Accounts

- i. 2013 - 10,346
- ii. 2014 - 13,395
- iii. 2015 - 15,302
- iv. 2016 - 10,461
- v. 2017 - 10,702
- vi. 2018 - 10,595**

3. Parent portal logins

- a. From August 1st to September 15th 2012-13 – 8084
- b. From August 1st to September 18th 2013-14 – 43,338
- c. From August 1st to September 8th 2014-15 – 28,836 (Reduction, but Apple IDs and Lunch Pins and Student Passwords did not change this August)
- d. Parents: From August 1st to September 14, 2016 - 21,218
Students: From August 1st to September 14, 2016 - 41,612
- e. Parents: From August 1st to September 6, 2017 - 23,620
Students: From August 1st to September 6, 2017 - 31,187

f. Parents: From August 1st to September 6, 2018 - 24,415

Students: From August 1st to September 6, 2018 - 25,307

4. Kindergarten parents received information on signing iLearn agreements and creating Apple IDs at Open Houses, Kindercamp, and Kindergarten Information Nights.
5. Students new to the district were targeted K-12 and information was distributed to them during Open Houses, Orientations, and the first day school in classrooms.
6. The Technology Help Desk tracks parents without email addresses on file and mails their credentials to them via US Postal Service.
7. ~~2,004~~ 1,607 individual parents were helped live on the phone from August 1, ~~2016~~ 2017 to July 31, ~~2017~~ 2018.

Additional Call Statistics:

Period Start	Period End	Calls Offered	Calls Handled	Answer %	Comments
7/1/17	9/1/17	469	437	93.2%	53 of unavailable were outside of hours
7/31/17	9/1/17	409	379	92.7%	60 of unavailable were outside of hours
8/1/16	7/31/17	2004	1801	89.9%	247 of unavailable were outside of hours

Period Start	Period End	Calls Offered	Calls Handled	Answer %	Comments
7/1/18	9/1/18	479	424	92.4%	52 of unavailable were outside of hours
7/31/18	9/1/18	427	375	91.8%	52 of unavailable were outside of hours
8/1/17	7/31/18	1607	1438	91.1%	167 of unavailable were outside of hours

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8. From ~~7/1/2016–9/1/2017~~ **9/1/2017-9/6/2018** over ~~124~~ **85** voicemails were returned answering parent/student calls that were left while the help desk was closed.
9. Approximately ~~715~~ **602** parents used the email Parent Helpline from July, ~~2016~~ **2017** to September, ~~2017~~ **2018**. Parents were contacted by phone or email.
10. Walk up help desk services were provided for families at Oak Point, CMS, and the HS during targeted services and extended school year hours from June to August ~~2017~~ **2018**.
11. The District met legal requirements regarding the timeliness of private educational data dissemination to parents. The information is included in each site's student handbook. Parents are asked to review the contents of the handbook and acknowledge their understanding at the beginning of each school year, or upon entrance to the District.
12. The District met notification requirements regarding parental rights to review student educational records and restrict the release of directory information. The information is included in each site's student handbook. Parents are asked to review the contents of the handbook and acknowledge their understanding at the beginning of each school year, or upon entrance to the District.
13. The following are a list of current strategies the district uses to communicate with parents. These, and other strategies, will be organized into a comprehensive strategic communication plan that will drive the district's overall communication effort.
 - a. Parent Post, electronic newsletter, is sent to all parents on ~~an every other week schedule~~ **demand (Tuesday - Thursday)**
 - b. Connecting Points, printed newsletter, is sent to all households four times each year
 - c. Information is shared with the media on the regular basis so it can be used as possible content in the newspaper or other media form; the district sends it Media Tips email to a list of media contacts every Wednesday
 - d. The Blackboard Connect system is used on a regular basis to share **urgent/emergency** information with parents; principals also use the system ~~extensively~~ to connect with parents
 - e. **All schools utilize Constant Contact to send mobile friendly e-newsletters and announcements to parents.**
 - f. The district website is regularly populated with information for parents including access to the Parent Portal, which includes information specific to students

<ul style="list-style-type: none"> g. The district undertakes periodic community engagement efforts to solicit input from parents and community members; recent efforts included equity world cafe, school tour design, designing pathways, referendum presentations, and strategic planning. and i-Learn@EP h. The district launched a Parent Ambassador program to help spread the great news about Eden Prairie Schools. i. The district regularly conducts comprehensive surveys to solicit information from parents and community members j. The district has started Facebook, Twitter, YouTube-sites to communicate with parents and community members who are already engaged on those platforms. k. Schools have also started school Twitter accounts to engage with staff, parents and community members. l. The district has developed a mobile app with important information like grades, lunch balances, calendar, news and more, so information is more accessible and easier to navigate. m. The district facilitated 30 input sessions for parents, staff, students, community members, including Somali and Latino community members under the Designing Pathways phase 2 facilities process. n. The district pushes important updates through school newsletters when appropriate. o. The district regularly produces videos to help parents and community members see the classroom experience in action. p. A district brochure and individual school brochures provide incoming parents an overview of the Eden Prairie Schools experience. q. Families with incoming kindergarteners are provided with the following communications that provide an overview of the Eden Prairie Schools experience: large poster mailer, four kindergarten event opportunities throughout the year, branded kindergarten packet, follow up postcards and phone calls, kindergarten video, a confirmation email, and school event invitations from their future principal. r. All schools offer a parent-focused tour experience of their schools to any incoming family. 	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	

<p>2.3.2 Furthermore, the Superintendent shall not: Allow an environment where concerns or inquiries directed to the Superintendent are not acknowledged and subsequently handled by the district in a timely, respectful manner.</p>	
<p><u>Operational Interpretation:</u> I interpret this policy to mean that the district must create a relationship with parents within which their issues are attended to appropriately. Most parent issues are resolved by providing further information or clarity related to their child's situation. Those on the front line of parental engagement (teachers, coaches, etc.) are encouraged to respond to parents as soon as possible, but preferably no more than two work- days later.</p> <p><u>Operational Definitions</u> "Complaints" are written report claiming a violation of a district policy "Concerns" are an emotion that results from lack of information or clarity of communication. "Inquiries" are an act of asking a question to resolve a personal concern. "Timely manner" is the act of responding in an appropriate and judicious manner. "Respectful" is a polite, professional, personal interaction.</p>	
<p><u>Justification:</u> In the normal course of business, the District will receive numerous contacts from parents regarding the district in general and their child in particular. There is a District-wide expectation that inquiries and concerns are best resolved through use of the "chain of command".</p> <p>The chain of command concept relies on the belief that those closest to the inquiry or concern are best equipped to respond to it. If not receiving satisfaction, the parent has the right to contact the supervisor of the employee with whom there is a dispute...and so on until reaching the Superintendent. Attempts to bypass the "chain of command" often results in dysfunction within the organization and are discouraged.</p> <p>Occasionally, parent inquires may take the form of complaints. The school district takes seriously all concerns or complaints by parents. If a specific complaint procedure is provided within any other district policy, the specific procedure shall be followed in reference to such a complaint.</p>	

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While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate.

Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent or designee shall determine the nature and scope of the investigation and designate the person responsible for the investigation or follow up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.

The appropriate administrator shall respond to the complaining party concerning the outcome of the investigation or follow-up, including any appropriate action or corrective measure that was taken. The superintendent or designee shall be consulted in advance of any written response when appropriate.

This policy also requires that all parent concerns be handled respectfully. I interpret this to mean polite, professional and personal interactions as defined in Executive Limitations Policy 2.3 as a “respectful partnership”.

The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) or other law. (Source: MSBA Model Policy 103)

POLICIES MANDATED BY LAW THAT CONTAIN REPORTING PROCEDURES

The School Board has adopted the following district policies that are mandated by law. Each of the district policies listed below contain a complaint or grievance procedure with prescribed district action. Copies of district policies are available on the district website or may be requested from the Superintendent’s Office.

1. Policy 406 Public and Private Personnel Data
2. Policy 514 Bullying Prohibition
3. Policy 521 Student Disability Nondiscrimination
4. Policy 522 Student Sex Nondiscrimination
5. Policy 526 Hazing Prohibition
6. Policy 528 Student Parental, Family, and Marital Status Non Discrimination (including Title IX grievance procedure)

<p>Eden Prairie Administrators are mandated to follow the Minnesota Code of Ethics for School Administrators (Minn. Rules Part 3512.5200) with the following pertinent standards:</p> <ol style="list-style-type: none"> 1. Fulfills professional responsibilities with honesty and integrity 2. Supports the principle of due process and protects the civil and human rights of all individuals. 3. Implements the school board's policies. <p>Minnesota Rule 214.10, Subd, 1, 2, & 3 governs complaints and subsequent investigation of failure to follow the Administrator's Code of Ethics.</p>	
<p><u>Measurement Plan:</u> Our current compliance measurement plan is as follows:</p> <ol style="list-style-type: none"> 1. Track parent inquiries that are directed to and acknowledged by the Superintendent's Office. 2. Track parent inquiries or concerns that rise to the level of District Office involvement after the chain of command has been followed. 3. Track District level ongoing or unresolved parent concerns/ inquiries and those that result in an appeal to an outside governmental agency. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. There were 23 42 parent inquiries that were directed to and acknowledged by the Superintendent's Office. 2. Four (4) Five (5) parent inquiries rose to the level of the District office involvement after following the chain of command. 3. There are two (2) zero (0) unresolved or ongoing parent concerns or inquiries at the District and/or appeal level. 	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	

2.3.3 Furthermore, the Superintendent shall not: Set school policies or make major decisions without appropriate input and representation from district parents.

Operational Interpretation:

I interpret “set school policies” to mean those management-level policies that encompass a broad variety of issues ranging from internal district operations to student conduct to investments and use of school district facilities and equipment. In most Districts, policies are operational interpretations of state or federal rule, best practice, or local determinations and the Eden Prairie district is no exception to this practice in terms of management-level policies. With this broad scope of policies in mind, I believe it is reasonable to seek the input and representation of parents in the following, specific areas of management-level policies not mandated by state or federal law:

1. Students (Policy Series 500)
2. Educational Program (Policy Series 600)
3. Non-Instructional Operations and Business Services (Policy Series 700)
4. School District-Community Relations (Policy Series 900)

I interpret “major decisions” as those district decisions, whether policy-related or not, that are likely to incite a strong response in the community or within individual schools. Such decision areas might include: changes to building configuration, attendance boundary changes, changes to the educational program, etc. However, I am mindful that my authority to make major decisions is governed by certain Executive Limitations Policies:

- 2.7.10. *Substantially change the principal educational purpose of a school by closing or repurposing it, or by consolidating or combining it with another school without board approval*
- 2.7.12 *Eliminate any non-state-required programs that would adversely affect our reputation and/or diminish the value of our broad-based educational opportunities without board approval.*

I interpret ‘appropriate input and representation’ to mean that if parental involvement is required, my administrative team will assess the circumstances of the situation and involve parents as we believe the situation merits. The following is a rough “sliding scale” of parental involvement we are likely to employ:

1. Engage our PTO membership in a discussion about the issue.
2. Post information about the issue on the website and ask for email input.
3. Schedule parent/public input sessions about the specific topic.
4. Orchestrate a formal survey of parents.

<p><u>Justification:</u></p> <p>My interpretation of “school policies” is justified by our shared understanding of the difference between levels of organizational policies as was clarified by Policy Governance. We share an understanding that I am responsible for creating a framework of policies that manage the inner workings of the organization and that those policies must conform to the framework of board-level governing policies as well as state and federal statutes and laws.</p> <p>My interpretation of “major decisions” is justified as it represents that narrow area between decisions that require board involvement (e.g. 2.7.10) and those management-level decisions that are routine in nature but still benefit from parental involvement.</p> <p>My interpretation of “appropriate input and representation” is justified based on a combination of the Superintendent's extensive experience in successfully involving parents in the input process and K-12 educational practices firmly grounded in research.</p>	
<p><u>Measurement Plan:</u></p> <p>Our current compliance measurement plan is to track topics that fit in this “parental involvement” category and that may require policy changes or additions during each monitoring period. Monitoring data will include a list of these areas, a description of the type of engagement implemented, and a notation if we receive significant response after the decision was made public and/or implemented.</p>	
<p><u>Evidence:</u></p> <p>Parent involvement:</p> <ol style="list-style-type: none"> 1. Parents were involved in the Strategic Plan process—specifically as members of the Core Planning. Feedback from parents was positive. 2. District Administration meets with the PTO presidents several times each year. 3. The Superintendent and cabinet members attend selective PTO parent meetings every year. 4. Volunteering: Community Education operates a district wide volunteer program at the district is currently running a “formal” volunteer program at all pre-k, elementary and middle school buildings. Oak Point Elementary School, Prairie View Elementary, Central Middle School, Eagle Heights Spanish Immersion, Cedar Ridge Elementary, Eden Lake, Forest Hills, Lower Campus, the Education Center and in EPIC summer camps. This program recruits, trains, and places volunteers in academic support type of positions identified by the school and or program. Traditional 	

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<p>volunteer opportunities - programs outside of this program still continued across the District, but data was is not collected.</p> <p>5. The “formal” program will expand to other sites in the future. The following people applied and were placed in volunteer roles after completing an interview, background check, training and orientation. Community Education collected the following data on the volunteer program for the 17-18 school year:</p> <ul style="list-style-type: none"> • Total Hours Served = 10,118 17,269 • Total Volunteers (classroom) = 94 260 • Total Volunteers (special events) = 78 9 • Total volunteers (summer) = 68 52 (includes EPIC, Early Childhood, KinderCamp) • Oak Point Elementary = 43 159 volunteers • Prairie View Elementary (began Jan. 2017) = 8 56 volunteers • Central Middle School (began Feb. 2017) = 1 9 volunteers • Eagle Heights Spanish Immersion (began March 2017) = 2 9 volunteers • Cedar Ridge Elementary (began April 2017) = 1 12 volunteers • Lower Campus / Little Eagles Preschool = 18 120 volunteers • Education Center / Early Childhood Family Education = 26 60 volunteers • EPIC Summer Camps = 60 52 volunteers <p>6. Administration has engaged parents in the Designing Pathways process through both in person and online opportunities for conversation and input. The process began in January 2016. The district conducted another comprehensive survey with parents about the Designing Pathways process in May 2018.</p>	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>Board member’s summarizing comments:</p>	

Eden Prairie School District 272 Superintendent Monitoring Report		
Policy Name: EL 2.6 Financial Management and Operations	Monitoring Timeframe: July 1, 2017-June 30, 2018 July 2016 to June 2017	Policy Monitoring Column FOR BOARD USE ONLY Compliance rating: <ul style="list-style-type: none"> • OI is/is not reasonable • Data does/does not provide adequate evidence of compliance <i>Include specific evidence for rating conclusion and recommendations.</i>
Policy Quadrant: Executive Limitations	Date of School Board Monitoring: September 24, 2018 September 25, 2017	
		Board member name:
<u>Global Constraint:</u> The Superintendent shall not cause or allow the development of financial jeopardy. The Superintendent shall also not allow a material deviation of actual expenditures from the current budget without Board approval.		(enter rating and reasoning when appropriate)
<u>Operational Interpretation:</u> 1. I interpret this to mean that the budget approved by the Board reflects the priorities established in the Ends policies and the Strategic Plan. Managing the district finances within the budget is adequate and reflects reasonable alignment with the Ends Policies and Strategic Plan. Adhering to the limitations set forth in this policy reflects the avoidance of financial jeopardy. 2. I further interpret “material deviation of actual expenditures from the current budget” to mean that the expenditures incurred will be in support of the Board’s Ends Policies and the District Strategic Plan. 3. I interpret compliance with the overall policy to mean that all six (6) policy provisions are in compliance.		
<u>Justification:</u> 1. School districts are required to comply with MN Statute 123B.83 -Expenditure Limitations, which requires that a district must limit its expenditures so that the calculated net unreserved general fund balance or operating debt as of June 30 does not constitute Statutory Operating Debt (SOD). A school district is in SOD when it reports a year-end negative Net Unreserved General Fund Balance (NUGFB) which exceeds 2.5 percent of its unreserved/undesignated operating expenditures. (Source: MDE)		

<p>2. The School Finance Award is given annually by the Minnesota Department of Education (MDE) Division of School Finance to recognize schools for meeting statutory deadlines for submission of audited financial data, as well as select policy, fiscal and financial reporting criteria.</p>	
<p><u>Measurement Plan:</u> Compliance with all provisions of the policy.</p>	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. For Fiscal Year (FY) 2016-17 2015-16, the district did not have a negative Net Unreserved General Fund Balance. At the conclusion of the Fiscal Year (FY) 2017-18 2016-17 audit field work, preliminary figures indicate that the district will have a positive fund balance in excess of the board minimum of 8 percent. 2. For Fiscal Year (FY) 2016-17 2015-16 the district received the School Finance Award. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.1 Furthermore, the Superintendent shall not: Allow payroll or debts to be settled in an untimely manner.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall not permit debts to be settled in an untimely manner.</p>	
<p><u>Justification:</u> The payment of school district debts in a timely manner is a key component of effective and efficient fiscal management. Late payments may realize significant additional costs to school districts (late fees and penalties) and, therefore, implementing and maintaining strict debt processing procedure and timelines is critical.</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. The Annual Audit Report, which outlines legal compliance issues including untimely payments, are furnished to the Board annually 2. An annual internal review ensures that the number of days from each invoice date to its paid date does not exceed thirty-five (35) days per M.S. 471.425. 	

<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. There were no legal compliance audit findings for FY 2015-16 relating to untimely payments. There were two disbursements identified by the independent audit firm for FY 2016-17 that were not paid within the required timeframe. This was an oversight by school district personnel and departments were reminded of the importance of this requirement. 2. The annual internal review of invoice payments shows a continued need for training and accountability for school district sites and departments. revealed no exceptions for Fiscal Year (FY) 2016-17. Furthermore, there were no delinquency reports or late payment charges from vendors during the fiscal year. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.2 Furthermore, the Superintendent shall not: Allow payments or other government-ordered payments or filings to be overdue or inaccurately filed.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall ensure tax payments and other government-ordered payments or filings be completed accurately and in a timely manner.</p>	
<p><u>Justification:</u> The accurate and timely processing of tax and other government payments and filings is critical to preserve the fiscal integrity of the school district. Failure to do could result in loss of funding, fiscal penalties, and consume significant employee time and resources.</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. The Annual Audit Report, which outlines legal compliance issues including tax payments or government ordered filings, are furnished to the Board annually 2. An annual internal review of Sales & Use and Payroll related taxes and filings ensures that all are filed and paid when due. 	

<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. No exceptions reported in the Fiscal Year (FY) 2015-16 audit report. During the Fiscal Year (FY) 2016-17 audit report, the independent audit firm identified one vendor where the district did not obtain the required documentation of either a Contractor Withholding Affidavit or Commissioner of Revenue Form IC134 as required by state statutes prior to making final payment. The district has since updated its procedures to ensure compliance. 2. The annual internal review of sales & use and payroll related taxes and filings revealed no exceptions for Fiscal Year (FY) 2016-2017 2017-2018. Furthermore, there were neither reports of delinquency nor late payment charges incurred during the fiscal year. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.3 Furthermore, the Superintendent shall not: Use contingency funds greater than \$100,000 without informing the Board.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall not expend contingency funds greater than \$100,000 without informing the Board.</p>	
<p><u>Justification:</u> The rationale for this provision is self-evident.</p>	
<p><u>Measurement Plan:</u> Any single use of contingency funds which exceed \$100,000 will be reported to the school board.</p>	
<p><u>Evidence:</u></p> <p>No single use of contingency funds in any account exceeded \$100,000.</p> <ol style="list-style-type: none"> 1. The general fund contingency for FY 2016-17 2017-18 was \$100,000, of which \$77,049 \$54,362 was spent on 8 7 individual expenditures. 2. The capital fund contingency for FY 2016-17 2017-18 was \$47,021 \$100,000, of which all \$47,021 \$30,790 was spent on 3 individual expenditures. 3. The staffing contingency for FY 2016-17 2017-18 was \$250,000, of which no funds were needed to address class size or staffing issues. 	

<u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation	
2.6.4 Furthermore, the Superintendent shall not: Acquire, encumber, or dispose of real property without Board approval.	
<u>Operational Interpretation:</u> 1. I interpret this to mean the Superintendent shall not purchase, agree to purchase, or sell any real property belonging to Eden Prairie Schools without board approval. a. "Real Property" is defined as "A building or structure shall include the building or structure itself, together with all improvements or fixtures annexed to the building or structure, which are integrated with and of permanent benefit to the building or structure, regardless of the present use of the building, and which cannot be removed without substantial damage to itself or to the building or structure." (MN Statute 272.03.b.)	
<u>Justification:</u> The school board is the governing body of the school district. As such, the school board has the responsibility for the care, management, and control over public schools in the school district. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.	
<u>Measurement Plan:</u> This policy shall be measured by the avoidance of the limitations set forth in this policy.	
<u>Evidence:</u> No real property was purchased or sold by the district in FY 2016-17 2017-18 .	
<u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation	

<p>2.6.5 Furthermore, the Superintendent shall not: Lease real property or remodel leased real property without School Board approval.</p>	
<p><u>Operational Interpretation:</u></p> <ol style="list-style-type: none"> 1. I interpret this to mean the Superintendent shall not lease or remodel real property without board approval. <ol style="list-style-type: none"> a. Districts may levy for leased facilities when the leased facility would be economically advantageous. The facilities must be used for instructional purposes. The district may also lease space for purposes other than instruction, including but not limited to office or storage space (Minn. Stat. § 126C.40). b. Remodel is often broadly used to describe any kind of significant physical change to the character or use of a space. The district may also lease space for purposes other than instruction, such as office or storage space. c. “Real Property” is defined as “A building or structure shall include the building or structure itself, together with all improvements or fixtures annexed to the building or structure, which are integrated with and of permanent benefit to the building or structure, regardless of the present use of the building, and which cannot be removed without substantial damage to itself or to the building or structure.” (MN Statute 272.03.b.) 	
<p><u>Justification:</u></p> <p>The school board is the governing body of the school district. As such, the school board has the responsibility for the care, management, and control over public schools in the school district. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.</p>	
<p><u>Measurement Plan:</u></p> <p>This policy shall be measured by the avoidance of the limitations set forth in this policy.</p>	
<p><u>Evidence:</u></p> <p>No new leases were entered into during FY 2016-17 2017-18. The district has existing leases including but not limited to:</p> <ol style="list-style-type: none"> 1. City of Eden Prairie located at the City Center houses the TASSEL program and Community Education. 2. Wells Fargo Brokerage Services for three artificial turf fields (Final year). 3. T-Mobile Central LLC for cell phone towers. 4. City of Eden Prairie located at the Community Center for the Ice Arena and Swimming Pools. 5. Mariucci Arena for graduation. 	

Statement of Compliance: Report is Reasonable and Evidence supports the Operational Interpretation	
2.6.6 Furthermore, the Superintendent shall not: Allow receivables to remain unpursued after a reasonable grace period.	
Operational Interpretation: I interpret this to mean the superintendent shall ensure district receivables are pursued in an effective and efficient manner.	
Justification: The collection of receivables is an important component of a healthy financial system in any school district. Timely attention to outstanding receivables improves the likelihood of successfully collecting the receivables, positively influences cash-flow, and ensures budgeted revenues are met (or exceeded).	
Measurement Plan: Receivables which remain unpaid after 18 months are to be written off or pursued by a collection agency. However, receivables older than 18 months may remain on the ledger for an additional 12 months if the District and auditors deem them potentially collectable.	
Evidence: 1. Receivables are reviewed monthly for collection. 2. As of June 30, 2017 June 30, 2018 , there are no receivables on the ledger aged over 18 months.	
Statement of Compliance: Report is Reasonable and Evidence supports the Operational Interpretation	
2.6.7 Furthermore, the Superintendent shall not: Allow fee-based relationships in excess of \$100,000 annually to continue beyond 3 years without a formal review that includes an analysis of contract fees and performance.	
Operational Interpretation: 1. I interpret this to mean that the Superintendent shall monitor fee-based relationships to the extent to which the District expends amounts in excess of \$100,000 per year during any three-year period.	

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<p>2. Furthermore, if fee-based relationship monitoring indicates that the annual expenditure or sharing of dividends exceeded \$100,000 per year for three consecutive years, the Superintendent will initiate a formal review of the business relationship to include the analysis of contract fees and overall financial performance.</p>	
<p><u>Justification:</u> The \$100,000 threshold was established as it mirrors Minnesota Statute 471.345 Uniform Municipal Contracting Law.</p>	
<p><u>Measurement Plan:</u> Fee based relationships which meet or exceed these thresholds are identified annually and evaluated at least every 3 years using industry best practices.</p>	
<p><u>Evidence:</u> While all vendors are held to and meet high standards, the following fee based relationships have been identified as subject to administrative review:</p> <ol style="list-style-type: none"> 1. Insurance Consultants 2. OPEB Trustee 3. Banking 4. Architect <p>None of the fee-based agreements currently in place with the identified vendors exceeded \$100,000 threshold during the evaluation period.</p>	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>Board member's summarizing comments:</p>	

**Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2017 – June 30, 2018**

Policy Type: Board-Management Delegation
Policy Title: 3.0 Single Point of Connection

The School Board's sole official connection to the district, its achievement, and its conduct will be through the Superintendent. Therefore, the School Board does not direct or evaluate any other district employees.

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
3.0 Single Point of Connection	Sept 24, 2018	Yes			

Adopted: 10/23/12
Revised: 04/28/15

**Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2017 – June 30, 2018**

Policy Type: Board-Management Delegation
Policy Title: 3.1 Unity of Control

The School Board will direct the Superintendent only through official School Board action. Accordingly:

- 3.1.1 The School Board will make decisions by formal recorded vote in order to avoid any uncertainty about whether direction has been given.
- 3.1.2 The Superintendent is not obligated to follow the directions or instructions of individual School Board members, officers or committees unless the School Board has specifically delegated such exercise of authority.
- 3.1.3 Should the Superintendent determine that an information request received from an individual School Board Member, officer or committee requires a material amount of staff time or is unreasonable, the superintendent may refuse such requests and ask that the individual School Board Member, officer or committee refer such requests to the full School Board for authorization.

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
3.1 Unity of Control	Sept 24, 2018	Yes			
3.1.1	Sept 24, 2018	Yes			
3.1.2	Sept 24, 2018	Yes			
3.1.3	Sept 24, 2018	Yes			

Adopted: 10/23/12
Revised: 04/28/15

**Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2017 – June 30, 2018**

Policy Type: Board-Management Delegation
Policy Title: 3.2 Delegation to the Superintendent

The School Board will instruct the Superintendent through written policies that prescribe the district ends to be achieved and describe district situations and actions to be avoided, allowing the Superintendent to use any reasonable interpretation of these policies. Accordingly:

- 3.2.1 The School Board will develop Ends policies instructing the Superintendent to achieve the defined results for students.
- 3.2.2 The School Board will develop Executive Limitations policies that limit the latitude the Superintendent may exercise in choosing district means.
- 3.2.3 Once the School Board has accepted the Superintendent's *reasonable interpretation* of any School Board policy the Superintendent is authorized to establish all further district policies, make all decisions, take all actions, establish all practices, and pursue all activities in order to accomplish the School Board's Ends Policies. Therefore such decisions of the Superintendent shall have full force and authority as if decided by the School Board.
- 3.2.4 The School Board may change its Ends and Executive Limitations policies, thereby shifting the boundary between School Board and Superintendent domains. By doing so, the School Board changes the latitude of choice given to the Superintendent.

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
3.2 Delegation to the Superintendent	Sept 24, 2018	Yes			
3.2.1	Sept 24, 2018	Yes			
3.2.2	Sept 24, 2018	Yes			
3.2.3	Sept 24, 2018	Yes			
3.2.4	Sept 24, 2018	Yes			

Adopted: 10/23/12
Revised: 04/28/15

**Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2017 – June 30, 2018**

Policy Type:	Board-Management Delegation
Policy Title:	3.3 Superintendent Accountability and Performance

The School Board will view the Superintendent performance as identical to district performance on the School Board's Ends and Executive Limitations policies.

- 3.3.1 The Superintendent's performance will be evaluated through systematic and rigorous monitoring of the School Board's Ends and Executive Limitations policies. The performance standard for Ends policies shall be whether the Superintendent has achieved expected progress toward achieving the Ends. The performance standard for Executive Limitations policies shall be whether the Superintendent has complied with the Executive Limitations.
- 3.3.2 In every case, the School Board will determine the reasonableness of the Superintendent's interpretation. The School Board is the final arbiter of reasonableness but will always judge with a "reasonable person" test rather than with interpretations favored by School Board members or by the School Board as a whole.
- 3.3.3 In every case, the School Board will determine whether the data demonstrates expected progress towards the School Board's Ends policies or compliance with the School Board's Executive Limitations policies.
- 3.3.4 The School Board will acquire monitoring information by one or more of three methods:
 - (a) by *internal report*, in which the Superintendent discloses interpretations and compliance information to the School Board;
 - (b) by *external report*, in which an external, disinterested third party selected by the School Board assesses compliance with School Board policies; or
 - (c) by *direct Board inspection*, in which a designated member or members of the School Board assess compliance with the appropriate policy criteria.
- 3.3.5 All Ends and Executive Limitations policies will be monitored at a frequency and by a method chosen by the School Board. The School Board can monitor any policy at any time by any method but will ordinarily depend on a routine schedule.

Adopted: 10/23/12
Revised: 11/13/12; 01/08/13; 04/28/15

POLICY		METHOD	FREQUENCY	MONTH
Ends				
1.0	Eden Prairie public schools exist so that each student obtains an education that prepares them for their next stage of life in a manner that justifies the resources expended.	Internal	Annually	
1.1	Each student graduates and is academically prepared to progress to multiple opportunities after high school.	Internal	Annually	
1.2	Each student has the 21 st century skills needed to succeed in the global economy.	Internal	Annually	
1.3	Each student has the knowledge that citizens and residents of the United States need to contribute positively to society	Internal	Annually	
Executive Limitations				
2.0	Global Executive Constraint	Internal	Annually	
2.1	Emergency Superintendent Succession	Internal	Annually	
2.2	Treatment of Students	Internal	Annually	
2.3	Treatment of Parents	Internal	Annually	
2.4	Treatment of Staff	Internal	Annually	
2.5	Financial Planning and Budgeting	Internal	Annually	
2.6	Financial Management and Operations	Internal	Annually	
2.7	Asset Protection	Internal	Annually	
2.8	Compensation and Benefits	Internal	Annually	
2.9	Communication and Support to the School Board	Internal	Semiannually	

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
3.3 Superintendent Accountability and Performance	Sept 24, 2018	Yes			
3.3.1	Sept 24, 2018	Yes			
3.3.2	Sept 24, 2018	Yes			
3.3.3	Sept 24, 2018	Yes			
3.3.4	Sept 24, 2018	Yes			
3.3.5	Sept 24, 2018	Yes			

Adopted: 10/23/12
Revised: 11/13/12; 01/08/13; 04/28/15

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: July 1, 2017 – June 30, 2018

Policy Type: Governance Process
Policy Title: 4.4 Officer Roles

Officers of the School Board are empowered with specific responsibilities delegated to them by the School Board or by state statute. Officers are elected following nominations during the first meeting in January. The following outlines their responsibilities.

4.4.1 The Chair is empowered by the School Board to assure the integrity of the School Board's governing process as well as the adherence to rules legitimately imposed on it from outside the district. The Chair resides over each meeting and is expected to:

4.4.1.1 Conduct a meeting that follows the governance protocol, processes and procedures agreed upon by the School Board.

4.4.1.2 Maintain a School Board meeting atmosphere that is respectful, engaging and productive.

4.4.1.3 Assure all required School Board actions brought forward, including Superintendent consent agenda items, are handled expeditiously.

Additional responsibilities include, but may not be limited to:

4.4.1.4 Developing meeting agendas in concert with the Vice Chair and Superintendent that are consistent with the School Board's annual work plan and School Board-approved agenda procedures.

4.4.1.5 Responding on behalf of the School Board to all external email communications from owners.

4.4.1.6 Representing the School Board to external organizations as required.

4.4.1.7 Representing the School Board's stated position on topics in newspaper, media and other email communications when requested.

4.4.1.8 Delegating authority if necessary, but maintaining accountability for its use.

4.4.1.9 Appointing School Board members to School Board committees, requested Admin committees, and external organization positions requiring School Board involvement.

Adopted: 10/23/12

Revised: 11/26/13; 03/25/14; 04/08/14; 03/24/15

- 4.4.2 The Vice-Chair will serve in the absence of the Chair, assist the Chair as requested in the execution of Chair responsibilities, co-develop meeting agendas consistent with the School Board's Annual Work Plan with the Chair and Superintendent, and act as the School Board parliamentarian.
- 4.4.3 The Treasurer reviews School Board expenses on a monthly basis and reports School Board expenses vs. the budget set in Governance Process policy 4.9 at mid-year and year-end. In addition, the Treasurer reviews the Superintendent's expenses at mid-year and year-end and conducts and reports on the Superintendent contract review annually.
- 4.4.4 The Clerk approves the final draft of School Board meeting minutes prior to School Board approval. The Clerk will read all formal resolutions to be voted on by the School Board. The Clerk will also assure the School Board's policies are accurately recorded, maintained and posted.

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.4 Officer Roles	Sept 24, 2018	Yes			
4.4.1	Sept 24, 2018	Yes			
4.4.1.1	Sept 24, 2018	Yes			
4.4.1.2	Sept 24, 2018	Yes			
4.4.1.3	Sept 24, 2018	Yes			
4.4.1.4	Sept 24, 2018	Yes			
4.4.1.5	Sept 24, 2018	Yes			
4.4.1.6	Sept 24, 2018	Yes			
4.4.1.7	Sept 24, 2018	Yes			
4.4.1.8	Sept 24, 2018	Yes			
4.4.1.9	Sept 24, 2018	Yes			
4.4.2	Sept 24, 2018	Yes			
4.4.3	Sept 24, 2018	Yes			
4.4.4	Sept 24, 2018	Yes			

Adopted: 10/23/12
Revised: 11/26/13; 03/25/14; 04/08/14; 03/24/15

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: July 1, 2017 – June 30, 2018

Policy Type: Governance Process
Policy Title: 4.5 Board Members' Code of Conduct

The School Board commits itself and its members to ethical, businesslike, and lawful conduct, including proper use of authority and appropriate decorum when acting as School Board members.

4.5.1 Members will demonstrate loyalty to the owners, not conflicted by loyalties to staff, other organizations, or any personal interests as consumers.

4.5.2 Members will avoid conflict of interest with respect to their fiduciary responsibility.

4.5.2.1 There will be no self-dealing or business by a member with the district. Members will annually disclose their involvements with other organizations or with vendors and any associations that might be reasonably seen as representing a conflict of interest.

4.5.2.2 When the School Board is to decide on an issue about which a member has an unavoidable conflict of interest, that member will absent herself or himself without comment not only from the vote but also from the deliberation.

4.5.2.3 School Board members will not use their School Board position to obtain employment in the district for themselves, family members, or close associates. A School Board member who applies for employment will first resign from the School Board.

4.5.3 School Board members will not attempt to exercise individual authority over the school district or attempt to cause division between School Board members or the School Board and members of the district.

4.5.3.1 Members' interaction with the Superintendent or with staff will recognize the lack of authority vested in individuals except when explicitly authorized by the School Board.

4.5.3.2 Members' interactions with the public, the press, or other entities will recognize the same limitation and the inability of any School Board member to speak for the School Board except to repeat explicitly stated School Board decisions.

Adopted: 10/23/12

Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15

4.5.4 Members will respect the confidentiality appropriate to issues of a sensitive nature.

4.5.5 Members will be properly prepared for School Board deliberation.

4.5.6 Members will support the legitimacy and authority of the final determination of the School Board on any matter, irrespective of the member's personal position on the issue.

4.5.7 For an effective School Board, School Board Members will attend a series of training courses that familiarize them with the operation of School Boards within the State of Minnesota as well as the Eden Prairie School District. School Board Member training will consist of the following:

4.5.7.1 Introduction to Policy Governance –School Board members will take this course as soon as possible upon election to the School Board and no later than six months from taking office. Course content to be determined by the Board Development Committee.

The following training sessions are conducted by the Minnesota School Boards Association (MSBA):

4.5.7.2 Phase I Orientation (New Board Members) - School Board members will take this course as soon as possible upon election to the School Board and no later than six months from taking office.

4.5.7.3 Phase II Orientation (New School Board Members) - School Board members will take this course as soon as possible upon election to the School Board and no later than six months from taking office.

4.5.7.4 Phase III Orientation (Building a High Performance School Board) – School Board members will take this course (or an alternate course of similar training as approved by the School Board Chair) within the first two years of taking office.

4.5.7.5 Phase IV Orientation (Community Engagement) – School Board members will take this course (or an alternate course of similar training as approved by the School Board Chair) within the first two years of taking office.

4.5.7.6 Officer Training – any School Board member elected to be an officer will attend this course within six months of election.

4.5.7.7 Annual Leadership Conference – each School Board member will attend this conference no less than once every three years.

A School Board Training Attendance Report will be maintained for compliance purposes.

Adopted: 10/23/12

Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.5 School Board Members' Code of Conduct	Sept 24, 2018	Yes			
4.5.1	Sept 24, 2018	Yes			
4.5.2	Sept 24, 2018	Yes			
4.5.2.1	Sept 24, 2018	Yes			
4.5.2.2	Sept 24, 2018	Yes			
4.5.2.3	Sept 24, 2018	Yes			
4.5.3	Sept 24, 2018	Yes			
4.5.3.1	Sept 24, 2018	Yes			
4.5.3.2	Sept 24, 2018	Yes			
4.5.4	Sept 24, 2018	Yes			
4.5.5	Sept 24, 2018	Yes			
4.5.6	Sept 24, 2018	Yes			
4.5.7	Sept 24, 2018	No	Updated Training Schedule attached		
4.5.7.1	Sept 24, 2018	Yes			
4.5.7.2	Sept 24, 2018	Yes			
4.5.7.3	Sept 24, 2018	Yes			
4.5.7.4	Sept 24, 2018	No	Director Seidel out of compliance – not attending MSBA Phase III		
4.5.7.5	Sept 24, 2018	Yes			
4.5.7.6	Sept 24, 2018	Yes			
4.5.7.7	Sept 24, 2018	No	Director Seidel out of compliance – not attending MSBA Annual Leadership Conference		

Adopted: 10/23/12
Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15

MSBA

School Board Training Record

	Name	Training	Date Attended	Location
1	Dave Espe	Phase I Orientation	12/07/11	St. Peter
		Phase II Orientation	01/11/12	Minneapolis
		2012 Annual Leadership Conference	1/12/12 & 1/13/12	Minneapolis
		2012 Recognition Luncheon	01/12/12	Minneapolis
		2013 Annual Leadership Conference	1/17/13 & 1/18/13	Minneapolis
		Phase III Orientation	04/25/13	
		2014 Annual Leadership Conference	01/16/14	Minneapolis
		2014 Officers' Workshop	02/13/14	Brooklyn Park
		2015 Annual Leadership Conference	01/15/15	Minneapolis
		2015 Advocacy Meeting	07/17/15	
		2016 Annual Leadership Conference	01/14/16	Minneapolis
		Phase IV Alternative approved by Chair	2016	
		Beyond Diversity	05/11/16 & 05/12/16	Golden Valley
		2017 Annual Leadership Conference	01/12/17	
		2018 Annual Leadership Conference	01/11/18	
2	Elaine Larabee	Phase I Orientation	12/13/14	St. Cloud
		Phase II Orientation	01/15/14	Minneapolis
		2014 Annual Leadership Conference	01/16/14	Minneapolis
		2014 Officers' Workshop	02/13/14	Brooklyn Park
		2014 Summer Seminar	08/04/14	
		Policy Governance Training w/S. Sjogren	03/28/14	Minneapolis
		Phase III Orientation	04/11/15	Brooklyn Park
		2015 Annual Leadership Conference	01/15/15	Minneapolis
		Phase IV Alternative approved by Chair	2016	
		2015 Advocacy Meeting	09/17/15	
		Beyond Diversity	05/11/16 & 05/12/16	Golden Valley
		2017 Leadership Conference	01/12/17	
		2018 Annual Leadership Conference	01/11/18	
		Officer's Workshop	02/27/18	
		Phase IV Orientation	09/15/18	Maple Grove
3	Greg Lehman	Effective Board Governance Seminar w/ S. Sjogren	01/11/16	Minneapolis
		Phase I Orientation	01/13/16	Minneapolis
		Phase II Orientation	01/13/16	Minneapolis
		2016 Annual Leadership Conference	01/14/16	Minneapolis
		Phase III Orientation	04/02/16	St. Cloud
		Phase IV Orientation	04/21/16	St. Cloud
		2016 Advocacy Regional Meeting	09/14/16	
		2017 Annual Leadership Conference	01/12/17	
4	Holly Link	Phase I Orientation	12/07/13	St. Cloud
		Phase II Orientation	12/07/13	St. Cloud
		2014 Early Bird "Achieving High Student Performance"	01/15/14	Minneapolis
		LCEB 2014: A Board Everyone Trusts	01/16/14	
		2014 Annual Leadership Conference	01/16/14	Minneapolis
		Policy Governance Training w/S. Sjogren	03/28/14	Minneapolis
		Phase IV Orientation	5/2/2014, 4/20/18	St. Peter
		2015 Annual Leadership Conference	01/15/15	Minneapolis
		Phase III Orientation	04/22/15	St. Cloud
		2015 Advocacy Meeting	07/17/15	
		2016 Annual Leadership Conference	01/14/16	Minneapolis
		2016 Officers' Workshop	02/11/16	Maple Grove
		2017 Annual Leadership Conference	01/12/17	
		2018 Annual Leadership Conference	01/11/18	
		Phase IV Orientation	04/20/18	

MSBA

School Board Training Record

	Name	Training	Date Attended	Location
5	Adam Seidel	Effective Board Governance Seminar w/ S. Sjogren	01/11/16	Minneapolis
		Phase I Orientation	01/13/16	Minneapolis
		Phase II Orientation	01/13/16	Minneapolis
		Phase III Orientation	Not Completed	
		Phase IV Orientation	10/13/17	
		Officer's Workshop	02/13/18	
		Annual Leadership Conference	Not Completed	
6	Terri Swartout	Introduction to Policy Governance Seminar (by Stacy Sjogren)	4/13/2018	
		Phase I Orientation	1/10/2018	
		Phase II Orientation	1/10/2018	
		2018 Annual Leadership Conference	01/11/18	
		Phase III Orientation	To be completed	
		Phase IV Orientation	4/20/2018	
7	Lauren Crandall	Introduction to Policy Governance Seminar (by Stacy Sjogren)	4/13/2018	
		Phase I Orientation	8/7/2018	
		Phase II Orientation	8/7/2018	
		Phase III Orientation	4/19/2018	
		Phase IV Orientation	4/20/2018	
	Josh Swanson	Introduction to Policy Governance Seminar (by Stacy Sjogren)	4/13/2018	
		Phase I Orientation (and as a Mentor)	1/10/18, 8/7/2018	
		Phase II Orientation (and as a Mentor)	1/10/18, 8/7/2018	
		2018 Annual Leadership Conference	01/11/18	
		Officer's Workshop	02/13/18	
		Phase III Orientation	4/19/2018	
		Phase IV Orientation	4/20/2018, 9/15/18	
	Brenda Haynes	2017 MSBA Officers Training (Board Clerk)	02/15/17	Maple Grove
		Introduction to Policy Governance Seminar (by Stacy Sjogren)	4/13/2018	
		2018 Officers Workshop Training (Board Clerk)	2/27/2018	

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: July 1, 2017 – June 30, 2018

Policy Type:	Governance Process
Policy Title:	4.6 Process for Addressing School Board Member Violations

The School Board and each of its members are committed to faithful compliance with the provisions of the School Board's policies.

The School Board recognizes that alleged willful and or continuing policy violations must be addressed. Each member is responsible for promptly initiating the process outlined below.

- 4.6.1 Discuss directly with the School Board member whom you feel violated School Board policy.
- 4.6.2 If agreement or understanding is reached; consider the issue resolved.
- 4.6.3 If resolution is not reached bring to the attention of the Chair (or Vice-Chair if the Chair is the offending member.)
- 4.6.4 If resolution isn't achieved via the Chair/Vice-Chair, bring to the School Board for review of possible violation and for the School Board to take appropriate action by a concurrent vote of at least 4 members which may include any of the following options:
 - 4.6.4.1 School Board vote to determine if policy violation occurred.
 - 4.6.4.2 If School Board agrees violation occurred, School Board votes on what action to take regarding the violation: public statement, removal from School Board leadership positions or removal from the School Board.

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.6 Process for Addressing School Board Member Violations	Sept 24, 2018	Yes			
4.6.1	Sept 24, 2018	Yes			
4.6.2	Sept 24, 2018	Yes			
4.6.3	Sept 24, 2018	Yes			
4.6.4	Sept 24, 2018	Yes			
4.6.4.1	Sept 24, 2018	Yes			

Adopted: 10/23/12
Revised: 03/24/15

GP 4.6

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.6.4.2	Sept 24, 2018	Yes			

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: July 1, 2017 – June 30, 2018

Policy Type: Governance Process
Policy Title: 4.7 School Board Committee Principles

School Board committees, when used, will be assigned so as to reinforce the wholeness of the School Board's job and so as never to interfere with delegation from School Board to Superintendent. Accordingly:

- 4.7.1 School Board committees are to help the School Board do its job. Committees act according to their charter as laid out in Policy GP 4.8 and/or by School Board direction. In keeping with the School Board's broader focus, School Board committees will not advise staff or have direct dealings with staff operations.
- 4.7.2 School Board committees may not speak or act for the School Board except when formally given such authority for specific and time-limited purposes. Expectations and authority will be carefully stated in order not to conflict with authority delegated to the Superintendent.
- 4.7.3 School Board committees cannot exercise authority over staff. Because the Superintendent works for the full School Board, he or she will not be required to obtain the approval of a School Board committee before an executive action.
- 4.7.4 This policy applies to any group that is formed by School Board action, whether or not it is called a committee and regardless of whether the group includes School Board members. It does not apply to committees formed under the authority of the Superintendent.

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.7 Board Committee Principles	Sept 24, 2018	Yes			
4.7.1	Sept 24, 2018	Yes			
4.7.2	Sept 24, 2018	Yes			
4.7.3	Sept 24, 2018	Yes			
4.7.4	Sept 24, 2018	Yes			

Adopted: 10/23/12
Revised: 09/10/13; 03/25/14; 03/24/15

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: July 1, 2017 – June 30, 2018

Policy Type:	Governance Process
Policy Title:	4.8 School Board Committee Structure

A School Board-level committee is created by a majority vote of the School Board to assist in the completion of School Board business. Each committee submits a yearly plan of action to the Board, submits minutes of meetings in a timely manner, and reports progress during Board business meetings (Approved language at the 3/26/18 Mtg.). The only School Board committees are those that are set forth in this policy.

4.8.1 Community Linkage Committee:

This committee will facilitate multiple methods of School Board communication with owners that provide input and inform the School Board of ownership values as they relate to School Board policies, as well as provide valuable information to owners.

4.8.2 Policy Committee:

This committee will meet at the request of the School Board to create and recommend new School Board policies and/or School Board policy revisions for School Board consideration. The Policy Committee may bring forward additional recommendations on reordering or re-wording related policies to ensure consistency. In addition, this committee will maintain the necessary processes and procedures for the School Board's review of the Ends and Executive Limitation policies.

4.8.3 Board Development Committee:

This committee will ensure ongoing School Board development and oversee self-monitoring of the School Board's performance related to Governance Process and Board-Management Delegation policies.

4.8.4 Negotiations Committee:

This committee will observe the collective bargaining of union contracts of the district. The School Board will determine annually which group contract negotiations they will observe. When convened, the committee, which shall consist of three School Board members appointed by the Chair, will have at least one School Board member in attendance for each negotiating session.

Adopted: 10/23/12

Revised: 03/26/13; 06/11/13; 10/22/13; 04/22/14; 03/24/15; 04/25/16; 03/26/18

GP 4.8

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.8 Board Committee Structure	Sept 24, 2018	Yes			
4.8.1 Community Linkage Committee	Sept 24, 2018	Yes			
4.8.2 Policy Committee	Sept 24, 2018	Yes			
4.8.3 Board Development Committee	Sept 24, 2018	Yes			
4.8.4 Negotiations Committee	Sept 24, 2018	Yes			

Adopted: 10/23/12

Revised: 03/26/13; 06/11/13; 10/22/13; 04/22/14; 03/24/15; 04/25/16; 03/26/18

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: July 1, 2017 – June 30, 2018

Policy Type:	Governance Process
Policy Title:	4.10 Operation of the School Board Governing Rules

The purpose of this policy is to provide governing rules for the conduct of meetings of the School Board. An orderly School Board meeting allows School Board members to participate in discussion and decision of school district issues. Rules of order allow School Board members the opportunity to review school-related topics, discuss school business items, and bring matters to conclusion in a timely and consistent manner.

4.10.1 The Rules of Order for School Board meetings shall be as follows:

- 4.10.1.1 Minnesota Statutes where specified;
- 4.10.1.2 Specific rules of order as provided by the approved policies under Policy Governance consistent with Minnesota Statutes; and
- 4.10.1.3 Robert's Rules of Order (latest edition for small boards) where not inconsistent with 1 and 2 above.

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.10 Operation of the School Board Governing Rules	Sept 24, 2018	Yes			
4.10.1	Sept 24, 2018	Yes			
4.10.1.1	Sept 24, 2018	Yes			
4.10.1.2	Sept 24, 2018	Yes			
4.10.1.3	Sept 24, 2018	Yes			

Adopted: 10/22/13
Revised:

Eden Prairie School Board
2017-2017 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS
EVENTS/ACTIVITIES
July – December 2017

Name of Event	Purpose of Event/Activity	Attendees	Cost/Ea.	Should Board Continue to Cover Cost?	
				Yes	No
Agenda Setting Meeting	July	Chair & Vice Chair			
School Board Meeting (Brief)	Monday, July 24, 2017	ASC/EDC			
School Board Candidate Information Session	Monday, July 24, 2017	ASC/EDC			
MSBA 2017 Summer Conference	Board Education, development Sunday thru Wednesday, August 6-9	John Kohner attended Monday: Leading Above the Line/Insights into the 2017 Legislative Session	\$280.00	X	
WMEP - Future-Forward Leadership Redesign Institute:	Board Education Future-Forward Leadership Redesign Institute: What does it take to equip diverse scholars for an ever-changing global economy?	John Kohner attended (no cost)			
Agenda Setting Meeting	August	Chair & Vice Chair			
School Board Workshop	Monday, August 28, 2017	ASC/EDC			
School Board Meeting	Monday, August 28, 2017	ASC/EDC			
Annual District Kick Off	Tuesday, August 28, 2017				
Agenda Setting Meeting	September	Chair & Vice Chair			
Prairie Colors Marching Band Festival	Community Linkage Thirteen bands from Minnesota, Wisconsin and South Dakota will compete for championship trophies and caption awards in three classes. Under the direction of Scott Palmer, Mike Whipkey and Dr. Elizabeth Jackson, the Eagle Marching Band will perform its 2017 field show, Hook, as the last band of the festival.	Tickets only available at the gate			X
Eden Prairie Community Foundation Fundraiser	Fundraiser	Unknown as Rane had tickets			X
School Board Business Meeting/Workshop		ASC/EDC			
Agenda Setting Meeting	September	Chair & Vice Chair			

Eden Prairie School Board
2017-2017 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS
EVENTS/ACTIVITIES
July – December 2017

FEPS 5k for EP Schools	Fundraiser	Registration through FEPS Early Bird Registration	\$30.00/ea.		X
School Board Meeting	Monday, September 25, 2017	ASC/EDC			
FEPS Fundraising Event: 2 nd Beyond the Diploma Alumni Speaker Series Fundraiser	Fundraiser	Attending: Elaine, John, Greg	\$25.00/ea.		X
Agenda Setting Meeting	November	Chair & Vice Chair			
AMSD recognizing Representative Jenifer Loon with a "Friend of Public Education Award"	Advocacy, Community Linkage Being recognized (for her work to secure the 2% per year formula increase this past year)	Attending: Elaine			
School Board Workshop	Monday, October 9, 2017	ASC/EDC			
EP Chamber Annual GALA Event (Celebrating the Chamber's 20 th GALA)	Fundraiser, Community Linkage with business and community members of Eden Prairie	Attending: Elaine, Holly, Adam	\$95.00/ea.		X
MSBA Phase IV – 2017 Representing Your Community Through Policy and Engagement	Board Education, Development This workshop focuses on in-depth decisions and examples of a board member's role as a policymaker and interactive small-group sessions that walk through an actual community engagement activity. Also, this workshop will have a segment on dealing with the media and public forums.	Attending: Adam	\$185.00/ea.	X	
Agenda Setting Meeting	Tuesday, October 17, 2017	Chair & Vice Chair			
Minnesota Vikings Luncheon (Hosted by EP Chamber)	Community Linkage	Attending: Rane	\$25.00/ea.		X
School Board Meeting	Monday, October 23, 2017	ASC/EDC			
EP Chamber Hosting: Eden Prairie High School Career Expo 2017:	Community Linkage EPHS and the EP Chamber invite community professionals from all industries to share their career and insights with up to 3,000 local students.	Attending: Elaine, Holly, John, Adam			
Eden Lake Elementary School Visit by School Board –	Community Linkage Unity Day – All-School Assembly (Visit classrooms, talk with students, attend All-School Assembly in the gym)	Attending: Elaine, Dave, Holly and Rane			

Eden Prairie School Board
2017-2017 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS
EVENTS/ACTIVITIES

July – December 2017

Cedar Ridge Elementary School Visit by School Board	Community Linkage Wednesday, November 1, 2017	Attending: Elaine (tentative) Dave, Holly, John, Ranee and Adam			
Agenda Setting Meeting	November	Chair & Vice Chair			
National Merit Breakfast	Community Linkage Eden Prairie Schools will honor 20 National Merit Semifinalists and 13 National Merit Commended students and commemorate 13 National Advanced Placement Scholars, two State Advanced Placement Scholars, one National Hispanic Recognition Scholar and influential educators	Attending: Elaine, Dave, John, Holly, Ranee and Adam			
School Board Workshop	Monday, November 13, 2017	ASC/EDC			
Agenda Setting Meeting	November	Chair & Vice Chair			
EPHS School Visit by School Board	Community Linkage Wednesday, November 29, 2017	Attending: Elaine, Dave, John, Holly, Greg,			
Agenda Setting Meeting	December	Chair & Vice Chair			
AMSD 2017 Fall Annual Conference—Reimagining Public Education in Minnesota	Board Education, Development, Advocacy, Community Linkage Reimagine Minnesota, where AMSD member superintendents will share a vision for a collective action plan to deliver an equitable and excellent education to ALL students. Over the past year, AMSD superintendents have been engaged in developing a vision for a collection action plan to deliver an equitable and excellent education for ALL students. AMSD superintendents and Consultant Paula Forbes will recap what we heard from the more than 3,000 students, parents, educators and community members who attended the 12 World Cafe' gatherings last spring. A student panel will share their perspective on what is needed to ensure all students receive an excellent education and AMSD	Attending: Elaine, Holly, Greg,	\$50.00/ea.	X	

Eden Prairie School Board
2017-2017 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS
EVENTS/ACTIVITIES

July – December 2017

	superintendents will outline a comprehensive set of strategies to deliver results.				
School Board Meeting	Monday, November 27, 2017	ASC/EDC			
Eden Prairie Chamber Annual Meeting & Athena Awards Luncheon	Community Linkage The ATHENA Award is presented to a woman or man who is recognized for professional excellence, community service and actively assisting women in their attainment of professional excellence and leadership skills. The ATHENA Award highlights what recipients have accomplished in addition to paving a path for future successes.	Attending: Elaine, Dave, Holly, Adam	\$30.00/ea.	X	
TIES 2017 Education Technology Conference -Preconference Workshops (Saturday & Sunday) and Two-Day Conference (Monday & Tuesday)	N/A – TIES dissolving TIES 2017 workshops and seminars shed new light on innovation classroom technologies.	Hyatt Regency Minneapolis, MN	No attendees		
Fall Celebration – Pep Fest: Recognition of Athletics & Academic Accomplishments	Community Linkage Students involved in fall activities will be recognized and celebrated during the Eden Prairie High School Activities Celebration on Friday Dec. 8 from 8:55 a.m. to 10 a.m. in the Eden Prairie High School Main Gym (17185 Valley View Rd).	Attending: Holly	No cost		
School Board Meeting	Monday, December 11, 2017	ASC/EDC			
Eden Prairie Schools – Winter Break					

Eden Prairie School Board
2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS
EVENTS/ACTIVITIES
January-June 2018

Name of Event	Purpose of Event/Activity	Attendees	Cost/Each	Should SB Continue to Cover Cost?	
				Yes	No
Agenda Setting Meeting (Organizational Meeting & Workshop)		Chair & Vice Chair			
School Board Annual Organizational Meeting and School Board Workshop		Monday, January 8, 2018			
MSBA Phase I Workshop:	Board Education, Development <i>Learning to Lead – School Board Basics</i> This workshop covers the role of the school board, the superintendent, the leadership team relationship, and common scenarios facing new board members.	Attending: Terri	\$105.00/ea.	X	
MSBA Phase II Workshop:	Board Education, Development <i>The Leadership Foundations – School Finances and Management</i> This workshop covers core topics such as the budget, school finance, local levies, policies, significant laws affecting school boards, and personnel issues	Attending: Terri	\$185.00/ea.	X	
2018 MSBA Leadership Conference	Board Education, Development, Advocacy, Community Linkage <i>“Student Achievement: Passion, Perseverance and Possibility”</i> This is a two-day conference and there is no registration fee for MSBA members. MSBA provides this free conference every January as part of members’ annual dues. The conference features nationally recognized speakers, workshops on a variety of topics, a Show and Tell event and a trade show.	Attending: Terri, Holly	No Cost Event	N/A	N/A
Agenda Setting Meeting		Chair & Vice Chair			
CMS School Visit by School Board	Community Linkage	Attending: Elaine, Dave, Holly, Adam, Terri			
Eden Prairie Chamber Hosting: 2018 State of the City Luncheon	Board Education, Community Linkage Hear updates from the City, Schools and Chamber – all in one place. The event will begin with The Chamber	Attending: Elaine, Dave, Holly, Greg, Adam, Terri	\$30.00/ea.	X	

Eden Prairie School Board
2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

EVENTS/ACTIVITIES

January-June 2018

	President Pat Mulqueeny updating the group on the business community as most important issues moving forward in 2018. Eden Prairie Schools Superintendent Josh Swanson will also speak to current happenings within the school district. Finally, Rick Getschow (City Manager) will take the center spot to discuss progress made in the past year as well as updates and progress of currently undertaken or future developments.				
School Board Meeting					
Preschool/Lower Campus Visit by School Board - School Visit to be rescheduled	Board Education, Community Linkage	n/a			
AMSD's 2018 Legislative Session Preview	Board Education, Advocacy, Community Linkage The Association of Metropolitan School Districts represents 41 K-12 school districts, six intermediate/cooperative districts and three integration school districts. AMSD member school districts enroll over one-half of the public school students in Minnesota. The mission of AMSD is to advocate for metropolitan school districts and advance legislation that supports student achievement. AMSD stands ready to assist state policymakers by providing current research and data to help them make informed decisions.	Attending: Elaine, Holly, Greg, Adam, Greg, Terri - * No Registration Required			
Agenda Setting Meeting		Chair & Vice Chair			
EHSI Elementary School Visit by School Board		Attending: Elaine, Dave, Holly, Adam,			
EP Chamber – Legislative Breakfast	Board Education, Advocacy, Community Linkage Doug Loon, President of the Minnesota Chamber will be providing updates on the upcoming legislative session, businesses top priorities and issues they hear from businesses throughout Minnesota.	Attending: Elaine, Holly, Adam, Lauren	\$20.00/ea.	X	
Joint Meeting: Eden Prairie School Board & Eden Prairie City Council	Board Education, Advocacy, Community Linkage	Prior to the School Board Workshop	N/A		

Eden Prairie School Board
2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

EVENTS/ACTIVITIES

January-June 2018

School Board Workshop		Monday, February 12, 2018			
MSBA Officers' Workshop:	Board Education, Development Board Chairs/Vice-Chairs, Clerks and Treasurers This workshop is focused on board officers' responsibility and basics/fundamentals of laws affecting school boards. Elected officers, superintendents and staff who support the board are encouraged to attend.	Adam, Elaine	\$185.00/ea.	X	
Agenda Setting Meeting (Business Meeting on 2/26)		Tuesday, February 20, 2018			
EPHS Wind Ensemble Performing		Friday, February 23, 2018			
School Board Meeting		Monday, February 26, 2018			
SB Community Linkage Committee Meeting		Thursday, March 1, 2018			
"State of the Eden Prairie Community Foundation, City & Schools"	Board Education, Community Linkage A new, early-evening format for the annual "State of the Foundation, City & Schools" program - hear what's new at the Foundation, City of Eden Prairie, and Eden Prairie Schools.	Attending: Elaine, Holly, Greg, Terri	No cost event		
EP Chamber – Legislative Breakfast Update	Board Education, Advocacy, Community Linkage Join us as we receive an update on the issues being discussed and the bills in process at the Minnesota State Capitol. Key issues will include tax reform and conformity, transportation, pre-emption and local cities enacting regulations and ordinances on business (Minneapolis workplace mandates and minimum wage), and more. Speakers include Representative Jenifer Loon and Representative Laurie Pryor.	Attending: Elaine, Lauren, Holly, Greg,	\$10.00/ea.	X	
Eden Prairie Community Education Hosts 13th Annual K-8 Science Fair		Event Canceled			
Agenda Setting Meeting		Chair & Vice Chair			
SB Board Development Committee Meeting		Friday, March 9, 2018			

Eden Prairie School Board
2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

EVENTS/ACTIVITIES

January-June 2018

School Board Workshop		Monday, March 12, 2018			
EP Chamber Presenting: "The Future of Work in the 4th Industrial Revolution": Speaker Former Governor Tim Pawlenty	Board Education, Community Linkage Former Governor Tim Pawlenty will speak about preparing Minnesota for the profound changes the next wave of technology will trigger as Artificial Intelligence and other advanced technologies will dramatically increase automation in almost every business sector and profession. He will describe how those changes will increase speed, precision and productivity but also the nature of education, training, and work itself.	Attending: Elaine, Lauren, Holly, Greg, Adam	\$35.00/ea.	X	
Agenda Setting Meeting (Business Meeting on 3/26)		Chair & Vice Chair			
FEPS Legacy Awards Banquet	Community Linkage The Legacy Awards provide an opportunity to honor individuals who have made outstanding contributions to Eden Prairie schools. Congratulations to this year's award recipients and nominees!	Attending: Elaine, Dave, Holly, Greg, Adam, (Lauren – Board Member paid for her own)	\$33.00/ea.	X	
SB Board Development Committee Meeting		Thursday, March 22, 2018			
SB Community Linkage Committee Meeting		Thursday, March 22, 2018			
EPHS Winter Celebration	Community Linkage ALL School Recognition of Athletics & Academic Accomplishments (senior awards, recognize retirees and some performances)	Attending: Elaine, Greg, Terri, Lauren			
School Board Meeting		Monday, March 26, 2018			
Agenda Setting Meeting		Chair & Vice Chair			
School Board Workshop		Monday, April 9, 2018			
Intermediate District 287: "Get on the Bus" Tour	Touring the Ann Bremer Education Center as well two sites additional site	Attending: Greg			

Eden Prairie School Board
2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

EVENTS/ACTIVITIES

January-June 2018

	which they are merging into one program (Last one for the School Year)				
2018 Strategic Core Planning Two-Day Meeting	Board Education, Development (Visioning, Monitoring), Community Linkage	Attending: Dave, Holly, Lauren			
SB Board Community Linkage Committee Meeting		Friday, April 13, 2018			
SB Board Development Committee Meeting		Friday, April 13, 2018			
Introduction to Policy Governance Seminar (New School Board Members)	Board Education, Development	Attending: Terri, Lauren	\$150.00/ea.	X	
MSBA Phase III Workshop:	Board Education, Development <i>Building a High-Performance School Board Team</i> This workshop focuses on methods of decision-making stages of board development, navigating board dynamics, small-group interactions with school board video scenarios, and the MSBA School Board Self-Evaluation	Attending: Lauren Crandall	\$185.00/ea.	X	
MSBA Phase IV Workshop:	Board Education, Development, Community Linkage <i>Representing Your Community Through Policy and Engagement</i> This workshop focuses on in-depth decisions and examples of a board member's role as a policymaker and interactive small-group sessions that walk through an actual community engagement activity. Also, this workshop will have a segment on dealing with the media and public forums.	Attending: - Terri Swartout (St. Peter) - Lauren Crandall (St. Peter) - Holly Link (St. Peter)	\$185.00/ea.	X	
Agenda Setting Meeting		Chair & Vice Chair			
Oak Point Elementary School Visit by School Board	Board Education, Community Linkage	Attending: Elaine, Dave, Lauren			
School Board Meeting		Monday, April 23, 2018			
Hosted by the Noon Rotary: "My Book Day"	Greet and escort the 1 st grade students during the club's 14 th "My Day Celebration". EPHS students and John Jorgensen will entertain the students	Attending: Elaine, Lauren, Dave			

Eden Prairie School Board
2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

EVENTS/ACTIVITIES

January-June 2018

	with music, demonstrations and passing out a hard cover book to each child.				
Forest Hills School Visit by School Board	Board Education, Community Linkage	Attending: Elaine, Dave, Holly, Greg, Terri, Lauren			
SB Board Development Committee Meeting		Friday, April 27, 2018			
SB Community Linkage Committee Meeting		Friday, April 27, 2018			
2018 Annual EP Gives Community Foundation	Fundraiser, Community Linkage Eden Prairie Annual Community Foundation Fundraiser: Helping launch a new program. A special appeal will be held for Onward Eden Prairie, a new program to help local young people who are precariously housed to get them started on the right foot.	Attending: Elaine, Holly, Lauren, Adam	\$100.00/ea.		X
Above & Beyond Banquet - (Sponsored by AM Rotary)	Community Linkage The Above and Beyond Recognition Program honors high school seniors who meet important criteria standards, including: <ul style="list-style-type: none"> • An individual who has faced and overcome significant challenges • An individual who has contributed a high degree of service on behalf of others • An individual who has made important gains in his/her personal or school career • An individual who has gone above and beyond the call of duty 	Attending: Greg, Holly, Lauren, Terri, Elaine, Dave and Adam (Note: Rotarians paid for their own – Elaine, Holly, Adam)	\$25.00/ea.	X	
Agenda Setting Meeting		Chair & Vice Chair			
Preschool/Lower Campus Visit by School Board	Board Education, Community Linkage	Attending: Dave, Elaine, Holly, Lauren, Terri			
46th Athena Awards Luncheon – Minneapolis Athena- Honoring Outstanding Female Athletes	Community Linkage The Mission: To recognize the outstanding senior young female athlete	Attending: Elaine, Greg, Holly,	Costs Paid by EPHS Activities Dept. in the past		

Eden Prairie School Board
2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

EVENTS/ACTIVITIES

January-June 2018

	from each of the Minneapolis city, suburban and private schools and to honor each woman for her achievements in one or several sports.				
EHSI Cinco de Mayo Fundraiser Fiesta	Fundraiser, Community Linkage Cinco is the SEF's annual spring adults-only social event. Parents, teachers, staff and interns spend the evening socializing, celebrating and supporting the SEF International Teaching Intern Program. The evening typically includes live auction, silent auction, great food, entertainment, and games.	Attending: Holly, Terri, Lauren	\$30.00/ea. (EP Staff Cost for 2 attendees) – Terri paid for her ticket		X
School Board Workshop	Board Development	Monday, May 7, 2018			
AM & NOON Rotary: STRIVE Breakfast Celebration	Community Linkage More than 40 Eden Prairie High School student who were part of the Rotary-sponsored STRIVE mentoring program this school year were recognized at a breakfast ceremony today. Students who volunteer to be part of the STRIVE program are mentored one-on-one by members of the A.M. and Noon Rotary clubs in Eden Prairie, as well as a few community members. The mentors try to be a positive influence on the students and get them more focused on academics and their post-high-school plans. Many great speakers appear at the every-other-week STRIVE meetings, including guidance counselors, college officials, and former STRIVE students.	Attending: Elaine, Holly, Dave, Terri and Adam	No charge for event this year		
SB Board Development Committee Meeting		Friday, May 11, 2018			
SB Community Linkage Committee Meeting		Friday, May 11, 2018			
Agenda Setting Meeting		Chair & Vice Chair			
Prairie View Elementary School Visit by School Board	Board Education, Community Linkage	Attending: Elaine, Dave, Lauren,			
EPHS Senior Community Scholarship Program (Academic Awards)	Community Linkage	Attending: Holly, Elaine, Lauren, Tentative-Dave, Greg			

Eden Prairie School Board
2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

EVENTS/ACTIVITIES

January-June 2018

	<i>Celebration of Excellence:</i> Eden Prairie High School's Community Scholarship Program honoring the class of 2018.				
School Board Meeting		Monday, May 21, 2018*			
EP Chamber Legislative Recap Breakfast	Board Education, Advocacy, Community Linkage	Attending: Elaine, Holly, Terri, Greg, Dave and Adam	\$10.00/ea.	X	
CMS STAR Mentor Program	Community Linkage The EPS (Eden Prairie Schools) and STAR (Strengthening Teens at Risk) Mentor Programs will be hosting a shared year end celebration.	Attending: Lauren	No cost event		
SB Board Development Committee Meeting		Friday, May 25, 2018			
SB Community Linkage Committee Meeting		Friday, May 25, 2018			
Agenda Setting Meeting (Workshop on 6/4)		Chair & Vice Chair			
AM Rotary Golden Eagle Awards Breakfast	Community Linkage They honor 20 top athlete-scholars and award a scholarship to one male and one female who will be named the 2018 Golden Eagles. Family members and coaches are also invited.	Attending: Terri, Lauren, Elaine, Holly, Greg, Dave and Adam	Board Members were not charge to attend this event		
EPHS Senior Celebration		Attending: Greg, Lauren, Holly, Terri			
TASSEL Graduation	<i>Teaching All Students Skills for Employment & Life</i> Graduation Ceremony and Reception of the current graduation class.	Attending: Holly, Elaine, Lauren			
School Board Business Meeting		Monday, June 4, 2018*			
Eden Prairie Schools – Last Day		FYI			
SB Community Linkage Committee Meeting					
Eden Prairie High School Graduation	Community Linkage	Attending: All Board Members			
Agenda Setting Meeting		Chair & Vice Chair			
Metro South Adult Basic Education Graduation		FYI – No Attendees			
FEPS – 5K for EP Schools Fundraiser		Event Canceled			
School Board Meeting		Monday, June 18, 2018			

Eden Prairie School Board

2017-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

EVENTS/ACTIVITIES

January-June 2018

SB Community Linkage Committee Meeting		Friday, June 22, 2018			
Invitation to Fly Boldly with Heather Penney – "Wings of the North Air Museum"		FYI – No Attendees			X
FEPS – Pitchin' for a Purpose The event will feature fun, food and beverages for purchase, and a cash raffle!		FYI – No Attendees			X

**Record of Board Policy Monitoring
Ends and Executive Limitations
July 1,2018-June 30,2019**

Monitoring 2017-2018 School Year Data

The purpose of this document is to demonstrate to the owners that the board holds the superintendent accountable to our Ends and ELs.

Policy	Date	Operational Interpretation – Reasonable or not?		Evidence – demonstrates expected progress?		Date to bring back the district’s plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
ENDS							
1.1 Each student graduates and is academically prepared to progress to multiple opportunities after high school	06/18/18 OI	Yes	Yes				
	10/22/18 Evidence						
	06/24/19 OI						
1.1.1. Each student is reading at grade level by the end of third grade	06/18/18 OI	Yes	Yes				
	10/22/18 Evidence						
	06/24/19 OI						
1.1.2 Each student achieves individual growth expectations and proficiency annually in, but not limited to, Language Arts, Math and Science	06/18/18 OI	Yes	Yes				
	10/22/18 Evidence						
	06/24/19 OI						

Policy	Date	Operational Interpretation – Reasonable or not?		Evidence – demonstrates expected progress?		Date to bring back the district’s plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
ENDS							
1.1.3 Each student receives a broad-based education that exceeds the Minnesota State Graduation Requirements	06/18/18 OI	Yes	Yes				
	10/22/18 Evidence						
	06/24/19 OI						
1.2 Each student has demonstrates the 21 st century skills needed to succeed in the global economy	06/18/18 OI	Yes	Yes				
	10/22/18 Evidence						
	06/24/19 OI						
1.3 Each student has demonstrates the knowledge that citizens and residents of the United States need to contribute positively to society	06/18/18 OI	Yes	Yes				
	10/22/18 Evidence						
	06/24/19 OI						

Policy	Date	Operational Interpretation – Reasonable or not?		Evidence – supports Operational Interpretation or not?		Date to re-monitor if either the OI is Not Reasonable or if Evidence doesn’t support OI	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
EXECUTIVE LIMITATIONS							
EL 2.0 Global Executive Constraint	12/10/18						
EL 2.1 Emergency Superintendent Succession	08/27/18	Yes	Yes	Yes	Yes		Yes
EL 2.2 Treatment of Students	08/27/18	Yes	Yes	Yes	Yes, with the exception of EL 2.2.1	Re-monitor EL 2.2.1 Date TBD	
EL 2.3 Treatment of Parents	09/24/18						
EL 2.4 Treatment of Staff	10/22/18						
EL 2.5 Financial Planning and Budgeting	12/10/18						
EL 2.6 Financial Management and Operations	09/24/18						
EL 2.7 Asset Protection	08/27/18	Yes	Yes	Yes	Yes		Yes
EL 2.8 Compensation and Benefits	10/22/18						

Policy	Date	Operational Interpretation – Reasonable or not?		Evidence – supports Operational Interpretation or not?		Date to re-monitor if either the OI is Not Reasonable or if Evidence doesn’t support OI	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
EXECUTIVE LIMITATIONS							
EL 2.9 Communication and Support to the School Board	06/18/18 (Semi-annual)	Yes	Yes	Yes	Yes	Yes	Yes
	11/05/18						
	06/24/19 (Semi-annual)						

**Record of Board Self-Evaluation
Governance Policies
(July 1, 2018 – June 30, 2019)**

Monitoring 2017-2018 School Year Data

**The purpose of this document is to demonstrate to the owners that the Board is accountable to our
Board Management Delegation and Governance Process policies.**

Policy	Date of Self- Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
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BOARD-MANAGEMENT DELEGATION (BMD) POLICIES

3.0 Single Point of Connection	09/24/2018				
3.1 Unity of Control	09/24/2018				
3.1.1	09/24/2018				
3.1.2	09/24/2018				
3.1.3	09/24/2018				
3.2 Delegation to the Superintendent	09/24/2018				
3.2.1	09/24/2018				
3.2.2	09/24/2018				
3.2.3	09/24/2018				
3.2.4	09/24/2018				
3.3 Superintendent Accountability and Performance	09/24/2018				
3.3.1	09/24/2018				
3.3.2	09/24/2018				
3.3.3	09/24/2018				
3.3.4	09/24/2018				
3.3.5	09/24/2018				

**Record of Board Self-Evaluation
Governance Policies
(July 1, 2018 – June 30, 2019)**

Monitoring 2017-2018 School Year Data

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GOVERNANCE PROCESS (GP) POLICIES					
4.0 Global Governance Commitment	12/10/2018				
4.0.1	12/10/2018				
4.0.2	12/10/2018				
4.1 Governing Style	10/22/2018				
4.1.1	10/22/2018				
4.1.2	10/22/2018				
4.1.3	10/22/2018				
4.1.4	10/22/2018				
4.1.5	10/22/2018				
4.1.6	10/22/2018				
4.2 School Board Job Products	10/22/2018				
4.2.1	10/22/2018				
4.2.2	10/22/2018				
4.2.2 - A	10/22/2018				
4.2.2 - B	10/22/2018				
4.2.2 - C	10/22/2018				
4.2.2 - D	10/22/2018				
4.2.3	10/22/2018				

**Record of Board Self-Evaluation
Governance Policies
(July 1, 2018 – June 30, 2019)**

Monitoring 2017-2018 School Year Data

**The purpose of this document is to demonstrate to the owners that the Board is accountable to our
Board Management Delegation and Governance Process policies.**

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.3 Annual Work Plan	10/22/2018				
4.3.1	10/22/2018				
4.3.2	10/22/2018				
4.3.3	10/22/2018				
4.4 Officer Roles	09/24/2018				
4.4.1	09/24/2018				
4.4.1.1	09/24/2018				
4.4.1.2	09/24/2018				
4.4.1.3	09/24/2018				
4.4.1.4	09/24/2018				
4.4.1.5	09/24/2018				
4.4.1.6	09/24/2018				
4.4.1.7	09/24/2018				
4.4.1.8	09/24/2018				
4.4.1.9	09/24/2018				
4.4.2	09/24/2018				
4.4.3	09/24/2018				
4.4.4	09/24/2018				
4.5 School Board Members' Code of Conduct	09/24/2018				

**Record of Board Self-Evaluation
Governance Policies
(July 1, 2018 – June 30, 2019)**

Monitoring 2017-2018 School Year Data

**The purpose of this document is to demonstrate to the owners that the Board is accountable to our
Board Management Delegation and Governance Process policies.**

Policy	Date of Self- Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.5.1	09/24/2018				
4.5.2	09/24/2018				
4.5.2.1	09/24/2018				
4.5.2.2	09/24/2018				
4.5.2.3	09/24/2018				
4.5.3	09/24/2018				
4.5.3.1	09/24/2018				
4.5.3.2	09/24/2018				
4.5.4	09/24/2018				
4.5.5	09/24/2018				
4.5.6	09/24/2018				
4.5.7	09/24/2018				
4.5.7.1	09/24/2018				
4.5.7.2	09/24/2018				
4.5.7.3	09/24/2018				
4.5.7.4	09/24/2018				
4.5.7.5	09/24/2018				
4.5.7.6	09/24/2018				
4.5.7.7	09/24/2018				

**Record of Board Self-Evaluation
Governance Policies
(July 1, 2018 – June 30, 2019)**

Monitoring 2017-2018 School Year Data

**The purpose of this document is to demonstrate to the owners that the Board is accountable to our
Board Management Delegation and Governance Process policies.**

Policy	Date of Self- Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.6 Process for Addressing School Board Member Violations	09/24/2018				
4.6.1	09/24/2018				
4.6.2	09/24/2018				
4.6.3	09/24/2018				
4.6.4	09/24/2018				
4.6.4.1	09/24/2018				
4.6.4.2	09/24/2018				
4.7 School Board Committee Principles	09/24/2018				
4.7.1	09/24/2018				
4.7.2	09/24/2018				
4.7.3	09/24/2018				
4.7.4	09/24/2018				
4.8 School Board Committee Structure	09/24/2018				
4.8.1	09/24/2018				
4.8.2	09/24/2018				
4.8.3	09/24/2018				

**Record of Board Self-Evaluation
Governance Policies
(July 1, 2018 – June 30, 2019)**

Monitoring 2017-2018 School Year Data

**The purpose of this document is to demonstrate to the owners that the Board is accountable to our
Board Management Delegation and Governance Process policies.**

Policy	Date of Self- Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.8.4	09/24/2018				
4.9 Governance Investment	10/22/2018				
4.9.1	10/22/2018				
4.9.1.1	10/22/2018				
4.9.1.2	10/22/2018				
4.9.1.3	10/22/2018				
4.9.2	10/22/2018				
4.9.3	10/22/2018				
4.10 Operation of the School Board Governing Rules	09/24/2018				
4.10.1	09/24/2018				
4.10.1.1	09/24/2018				
4.10.1.2	09/24/2018				
4.10.1.3	09/24/2018				

Monthly Reports – Resolution of Acceptance of Donations

BE IT RESOLVED by the School Board of Independent School District No. 272 that the School Board accepts with appreciation the following contributions and permits their use as designated by the donors:

Prairie View Elementary:

- Donation of \$686.00 – PTO (Rachel Nave) – Funds used to supply *Take Home Folders* for students.

SUPERINTENDENT CONSENT AGENDA

A. Semi-Monthly Reports

HUMAN RESOURCES

1. Human Resources – Principals

a. New Hires

Ellis, Clayton – Associate Principal, Oak Point Elementary, 8 hours/day, 5 days/week, 260 days/year, effective 9/17/2018.

2. Human Resources – Administrative/Supervisory/Technical (AST)

a. Resignation/Retirements

Rosborg, Stephanie – Instructional Excellence Coordinator, Administrative Services Center, effective 9/14/2018.

3. Human Resources – Eden Prairie Supervisors & Specialists (EPSS)

a. New Hires

Stewart, Ryan – Assistant Maintenance Operations Coordinator, Eden Prairie High School, 8 hours/day, 5 days/week, 260 days/year, effective 8/22/2018.

b. Resignation/Retirements

Kammer, Suzan – Docutech Coordinator, Administrative Services Center, effective 8/31/2018.

4. Human Resources - Licensed Staff

a. New Hires

Baus, Kimberly – Grade 1 Teacher, 1.0 FTE, Oak Point Elementary, effective 8/27/2018.

Belich, Linda – Special Education, 1.0 FTE, TASSEL, effective 8/27/2018.

Bruestle, Jordan – Grade 2 Teacher, 1.0 FTE, Cedar Ridge Elementary, effective 8/27/2018.

Butler, Brigid – Instructional Excellence Coach, 1.0 FTE, Forest Hills Elementary, effective 8/27/2018.

Dodd, Sarah – Title 1 Teacher, 1.0 FTE, Oak Point Elementary, effective 8/27/2018.

Grulkowski, Jacquelyn – Little Eagles Preschool Teacher, Education Center, 1.0 FTE, effective 8/27/2018.

Jacobson, Robert – Special Education, 1.0 FTE, TASSEL, effective 8/27/2018.

Jensen, Amanda – Kindergarten Teacher, 1.0 FTE, Cedar Ridge Elementary, effective 9/4/2018.

Peterson, Karin – Science, 0.6 FTE, Central Middle School, effective 9/4/2018 through 10/22/2018.

Rohe, Hannah – Special Education Teacher, 1.0 FTE, Eden Lake Elementary, effective 8/27/2018.

b. Change in Assignment

Judt, Larissa – Little Eagles Preschool Teacher (Age 3), Community Education, 4.25 hrs/day, 3 days/week, 108 days/ year, effective 8/27/2018.

c. Resignation/Retirements

Beuch, Jill – Occupational Therapist, 1.0 FTE, Lower Campus, Prairie View, and Eden Lake Elementary, effective 8/27/2018.

Daugherty, Andrea – Early Childhood Family Education Teacher, 1.0 FTE, Community Education, effective 6/8/2018.

Higgins, Nicole – Special Education, 1.0 FTE, TASSEL, effective 6/8/2018.

Jackson, Alyssa – English, 1.0 FTE, Eden Prairie High School, effective 6/8/2018.

Krummel, Sarah – Preschool Teacher, 0.3 FTE, Lower Campus, effective 8/27/2018.

Palmer, Scott – Music – Band, 1.0 FTE, Eden Prairie High School, effective 6/8/2018.

Sterrenberg, Kelsey – Little Eagles Preschool, 1.0 FTE, Community Education, effective 6/8/2018.

5. Human Resources - Classified Staff

a. New Hires

CLASS

Issa, Yussuf – Somali Cultural Liaison, Community Education, 8 hrs/day, 5 days/week, 203 days/year, effective 8/27/2018.

Goetze, Jenna – Eagle Zone Program Lead, 8 hours/day, 5 days/week, 260 days/year, effective 8/27/2018.

Ralston, Melanie – Eagle Zone Program Lead, 8 hours/day, 5 days/week, 227 days/year, effective 8/21/2018.

FOOD SERVICE

Chandrasekar, Hemalatha – Food Service Assistant I, Central Middle School, 4.5 hours/day, 5 days/week, 177 days/year, effective 9/4/2018.

Dawson, Jessica – Food Service Assistant I, Eden Prairie High School, 4 hours/day, 5 days/week, 177 days/year, effective 9/4/2018.

Hayden, Cynthia – Food Service Assistant I, Eden Prairie High School, 4 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

MacDonald, Carol – Food Service Assistant I, Prairie View Elementary, 4 hours/day, 5 days/week, 177 days/year, effective 9/4/2018.

Robertson, Danielle – Food Service Assistant I, Eden Lake Elementary, 4.5 hours/day, 5 days/week, 177 days/year, effective 9/4/2018.

Wilson, Gabrielle – Food Service Assistant I, Forest Hills Elementary, 4.5 hours/day, 5 days/week, 177 days/year, effective 9/4/2018.

MSEA

Ashour, Fesia – Playground/Lunchroom Paraprofessional, Eden Lake Elementary, 2.75 hours/day, 5 days/week, 178 days/year, effective 9/11/2018.

Barnhart, Katie – Playground Paraprofessional, Prairie View Elementary, 2 hours/day, 5 days/week, 172 days/year, effective 9/4/2018.

Beerling, Kelsey – School Age Care Program Assistant, Community Education, 6.25 hrs/day, 5 days/week, 185 days/year, effective 8/27/2018.

Benik, Abigail – School Age Care Program Assistant, Community Education, 3 hrs/day, 4 days/week, 148 days/year, effective 9/17/2018.

Callahan, Merritt – Special Education Paraprofessional, Central Middle School, 6 hours/day, 5 days/week, 178 days/year, effective 9/17/2018.

Candala, Amirthavalli – Special Education Paraprofessional, Oak Point Elementary, 5 hours/day, 178 days/year, effective 9/4/2018.

Cannady, Marie – Special Education Paraprofessional, TASSEL, 6 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Carter, Tristan – School Age Care Program Assistant, Community Education, 3 hrs/day, 2 days/week, 74 days/year, effective 8/29/2018.

Friedman, Julie – Avid Tutor, Central Middle School, 5.35 hours/day, 2 days/week, 67 days/year, effective 10/2/2018 through 6/6/2019.

Halverson, Molly – School Age Care Program Assistant, Community Education, 5.5 hours/day, 5 days/week, 187 days/year, effective 9/12/2018.

Hans, Grace – School Age Care Program Assistant, Community Education, 3 hrs/day, 5 days/week, 185 days/year, effective 9/10/2018.

Hassan, Hodon – Lunchroom/Playground Paraprofessional, Eden Lake Elementary, 2.5 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Heck, Braden – Special Education Paraprofessional, Oak Point Elementary, 6.17 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Heitkamp, Jodi – Kindergarten/Playground/Educational Paraprofessional, Forest Hills Elementary, 6.75 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Hodorff, Emily – Avid Tutor, Central Middle School, 5.35 hours/day, 2 days/week, 67 days/year, effective 10/2/2018.

Hommerding, Gerilyn – Special Education Paraprofessional, Central Middle School, 6.25 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Jackson, Justice – School Age Care Program Assistant, Community Education, 4.3 hrs/day, 5 days/week, 185 days/year, effective 9/4/2018.

Jozmar-Inoussa, Roselaine – School Age Care Program Assistant, Community Education, 6.5 hrs/day, 5 days/week, 185 days/year, effective 9/4/2018.

Lopez, Sorelis – Kindergarten Paraprofessional, Eagle Heights Spanish Immersion, 4.5 hours/day, 5 days/week, 178 days/year, effective 9/11/2018.

Luke, Godfrey – School Age Care Program Assistant, Community Education, variable schedule, effective 8/27/2018.

Luke, Mark – School Age Care Program Assistant, Community Education, 3 hrs/day, 5 days/week, 185 days/year, effective 8/27/2018.

Mayerle, Melissa – Early Childhood Preschool Paraprofessional, Education Center, 5.5 hours/day, 5 days/week, 185 days/year, effective 09/04/2018.

Meza, Genesis – Special Education Paraprofessional, Eagle Heights Spanish Immersion, 5.5 hours/day, 5 days/week, 178 days/year, effective 9/11/2018.

Monks, Michael – Special Education Paraprofessional, Eden Prairie High School, 6.5 hours/day, 5 days/week, 178 days/year, effective 9/13/2018.

Osman, Nimo – School Age Care Program Assistant, Community Education, 2.5 hrs/day, 5 days/week, 185 days/year, effective 8/27/2018.

Pedersen, Annessa – Special Education Paraprofessional, Forest Hills Elementary, working 6.5 hours/day, 5 days/week, 178 days/year, effective 9/12/2018.

Perez, David – School Age Care Program Assistant, Community Education, 5.5 hrs/day, 5 days/week, 185 days/year, effective 8/27/2018.

Quick, Julie – Special Education Paraprofessional, TASSEL, 6 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Reimringer, Christine – Early Childhood Preschool Paraprofessional, Education Center, 5.25 hours/day, 5 days/week, 185 days/year, effective 09/04/2018.

Richter, Loretta – Playground Paraprofessional, Eagle Heights Spanish Immersion and Oak Point Elementary, 3 hours/day, 5 days/week, 10 days/year effective 9/17/18-9/28/18.

Sanders, Samone – School Age Care Program Assistant, Community Education, 3.5 hrs/day, 3 days/week, 117 days/year, effective 8/29/2018.

Soberanes de Perez, Maria – Special Education Paraprofessional – Bilingual, Eagle Heights Spanish Immersion, 5.5 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Sphatt, Zane – School Age Care Program Assistant, Community Education, 5.5 hrs/day, 5 days/week, 185 days/year, effective 8/27/2018.

Swain, Alissa – Early Childhood Preschool Paraprofessional, Community Education, 6.5 hours/day, 5 days/week, 185 days/year, effective 9/4/2018.

Telkamp, Adam – School Age Care Program Assistant, Community Education, 3 hrs/day, 5 days/week, 185 days/year, effective 9/4/2018.

Thorpe, Kante – Special Education Paraprofessional, Central Middle School, 5.75 hours/day, 5 days/week, 178 days/year, effective 9/10/2018.

Wuollet, Katie – School Age Care Program Assistant, Community Education, 6.25 hours/day, 5 days/week, 220 days/year, effective 8/27/2018.

TRANSPORTATION

Boland, Lisa – Bus Driver, Transportation, 5.1 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

DuToit, Suzanne – Bus Driver, Transportation, 6.36 hours/day, 5 days/week, 178 days/year effective 9/4/2018.

Eley, Stephen – Bus Driver, Transportation, 4.85 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Fagerstrom, Francis – Bus Driver, Transportation, 5.02 hours/day, 5 days/week, 177 days/year, effective 9/11/2018.

Fuxa, Thomas – Bus Driver, Transportation, 4.71 hours/day, 5 days/week, 178 days/year effective 9/4/2018.

Rief, Phillip – Bus Driver, Transportation, 4.71 hours/day, 5 days/week, 178 days/year effective 9/4/2018.

Woodrow, Thomas – Bus Driver, Transportation, 4.9 hours/day, 5 days/week, 178 days/year effective 9/4/2018.

b. Change in Assignment

MSEA

Aden, Zahrah – Lunchroom Paraprofessional, Forest Hills Elementary, 3 hours/day, 5 days/week, 178 days/year effective 9/4/2018.

Dignan, Chad – School Age Care Program

Kasturi, Lalitha – School Age Care Program Assistant, Community Education, variable schedule, effective 9/4/2018.

Khattak, Malalai – ESL Paraprofessional, Oak Point Elementary, 3.5 hours/day, 5 days/week, 178 days/year, effective 9/4/2018.

Plant, Sharon – Early Childhood Preschool Paraprofessional, Community Education, 6.5 hrs/day, 5 days/week, 185 days/year, effective 09/04/2018.

c. Resignations/Retirements

CLASS

Olson, Alexandria – Office Professional – Media, Eagle Heights Spanish Immersion, effective 8/28/2018.

Skoff, Glenda – Office Professional, Community Education, effective 8/31/2018.

FOOD SERVICE

Habeger, Sharon – Food Service Assistant I, Prairie View Elementary, effective 9/21/2018.

Leonard, Carol – Food Service Assistant I, Central Middle School, effective 9/12/2018.

MSEA

Athey, Amy – Kindergarten Paraprofessional, Oak Point Elementary, effective 6/7/2018.

Hernandez, Eunice – Crossing Guard, Eagle Heights Spanish Immersion, effective 8/28/2018.

Ibrahim, Sado – Playground/Lunchroom Paraprofessional, Eden Lake Elementary, effective 6/7/2018.

Thomas, Carol – Special Education Paraprofessional, TASSEL, effective 6/7/2018.

Thompson, Karen – Special Education Paraprofessional, Eden Prairie High School, effective 6/7/2018.

Studwell, Jenny – Special Education Paraprofessional, Eden Lake Elementary, effective 6/7/2018.

Sumrall, Catherine – Lunchroom Paraprofessional, Prairie View Elementary, effective 6/7/2018.

Board Business

General Consent Agenda

Approval of Payments, all funds, August 2018

Check #400223-400459 4000302-4000305	\$3,576,523.31
Electronic Disbursements	\$3,805,302.09
TOTAL	\$7,381,825.40

- Check #'s 4000302-4000305 should have been 400302-400305. There was an error when the checks were created.

Acknowledgment of Electronic Transfers August 2018

INVEST DATE	FROM	TO	INTEREST RATE	MATURITY DATE	PRINCIPAL
02/24/17	PMA Financial	MNTrust	1.027%	08/29/18	\$1,523,255.22
01/29/18	PMA Financial	MNTrust	1.551%	08/29/18	\$249,931.85
01/29/18	PMA Financial	MNTrust	1.550%	08/29/18	\$52,770.85
03/03/17	PMA Financial	MNTrust	1.070%	09/18/18	\$1,028,972.60

EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Jul-18

REVENUES/TRANSFERS IN (BY SOURCE CODE)					
SOURCE	DESCRIPTION	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 315,215	\$ 25,236,066	1.25%	0.95%
021-040	TUITION	-	66,000	0.00%	48.05%
041-089	FEES & ADMISSIONS	292,757	872,000	33.57%	30.23%
090-199	MISC REVENUE	21,035	1,125,500	1.87%	3.75%
200-399	STATE AID	75,697	78,092,426	0.10%	-10.45%
400-499	FEDERAL PROGRAMS	-	2,877,000	0.00%	-12.11%
600-649	SALES	839	56,100	1.50%	23.31%
		\$ 705,542	\$ 108,325,092	0.65%	-7.17%
	CAPITAL OUTLAY	2,832	10,377,963	0.03%	0.09%
	STUDENT ACTIVITIES	135,718	2,000,000	6.79%	5.32%
Revenue Notes:					

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)					
OBJECT	DESCRIPTION	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 988,242	\$ 74,892,537	1.32%	1.18%
200	BENEFITS	334,302	22,521,476	1.48%	3.56%
300	PURCHASED SVCS	275,656	6,895,110	4.00%	1.36%
400	SUPPLIES & EQUIPMENT	94,230	3,399,563	2.77%	9.51%
800	OTHER EXPENSES	47,429	210,193	22.56%	23.99%
900	TRANSFERS & CONTINGENCY	-	250,000	0.00%	0.00%
		\$ 1,739,858	\$ 108,175,629	1.61%	2.07%
	CAPITAL OUTLAY	4,493,232	10,688,775	42.04%	38.14%
	STUDENT ACTIVITIES	31,713	2,000,000	1.59%	1.42%
Expenditure Notes:					

EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Aug-18

REVENUES/TRANSFERS IN (BY SOURCE CODE)					
SOURCE	DESCRIPTION	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 315,215	\$ 25,236,066	1.25%	1.03%
021-040	TUITION	-	66,000	0.00%	60.17%
041-089	FEES & ADMISSIONS	385,228	872,000	44.18%	41.18%
090-199	MISC REVENUE	107,174	1,125,500	9.52%	7.06%
200-399	STATE AID	10,497,864	78,092,426	13.44%	3.27%
400-499	FEDERAL PROGRAMS	-	2,877,000	0.00%	0.00%
600-649	SALES	852	56,100	1.52%	23.31%
		\$ 11,306,332	\$ 108,325,092	10.44%	3.12%
	CAPITAL OUTLAY	12,464	10,377,963	0.12%	0.14%
	STUDENT ACTIVITIES	234,952	2,000,000	11.75%	13.76%
Revenue Notes:					

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)					
OBJECT	DESCRIPTION	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 2,494,957	\$ 74,891,537	3.33%	3.08%
200	BENEFITS	1,223,204	22,522,476	5.43%	5.22%
300	PURCHASED SVCS	720,134	6,895,110	10.44%	9.99%
400	SUPPLIES & EQUIPMENT	271,934	3,399,563	8.00%	21.44%
800	OTHER EXPENSES	88,200	210,193	41.96%	34.39%
900	TRANSFERS & CONTINGENCY	-	250,000	0.00%	0.00%
		\$ 4,798,429	\$ 108,175,629	4.44%	4.61%
	CAPITAL OUTLAY	5,376,676	10,688,775	50.30%	43.94%
	STUDENT ACTIVITIES	123,960	2,000,000	6.20%	7.30%
Expenditure Notes:					

MSEA

Approval of Agreement with MSEA (Minnesota School Employees Association)

Approval of a two-year agreement between Independent School District 272 and MSEA effective July 1, 2018 through June 30, 2020, as attached to and made a part of these official minutes.

The following is a financial synopsis of the agreement:

1. Salary schedule improvement of 1.69% in year 1 and 1.66% in year 2.
2. Single health insurance contributions: \$56 increase in year 1; \$81 increase in year 2. Family health insurance contributions: \$6.70 increase in year 1; \$38 increase in year 2.
3. Longevity improvement of \$0.05 for years 5, 10, and 17 in the second year of the agreement.



**EDEN PRAIRIE
SCHOOLS**

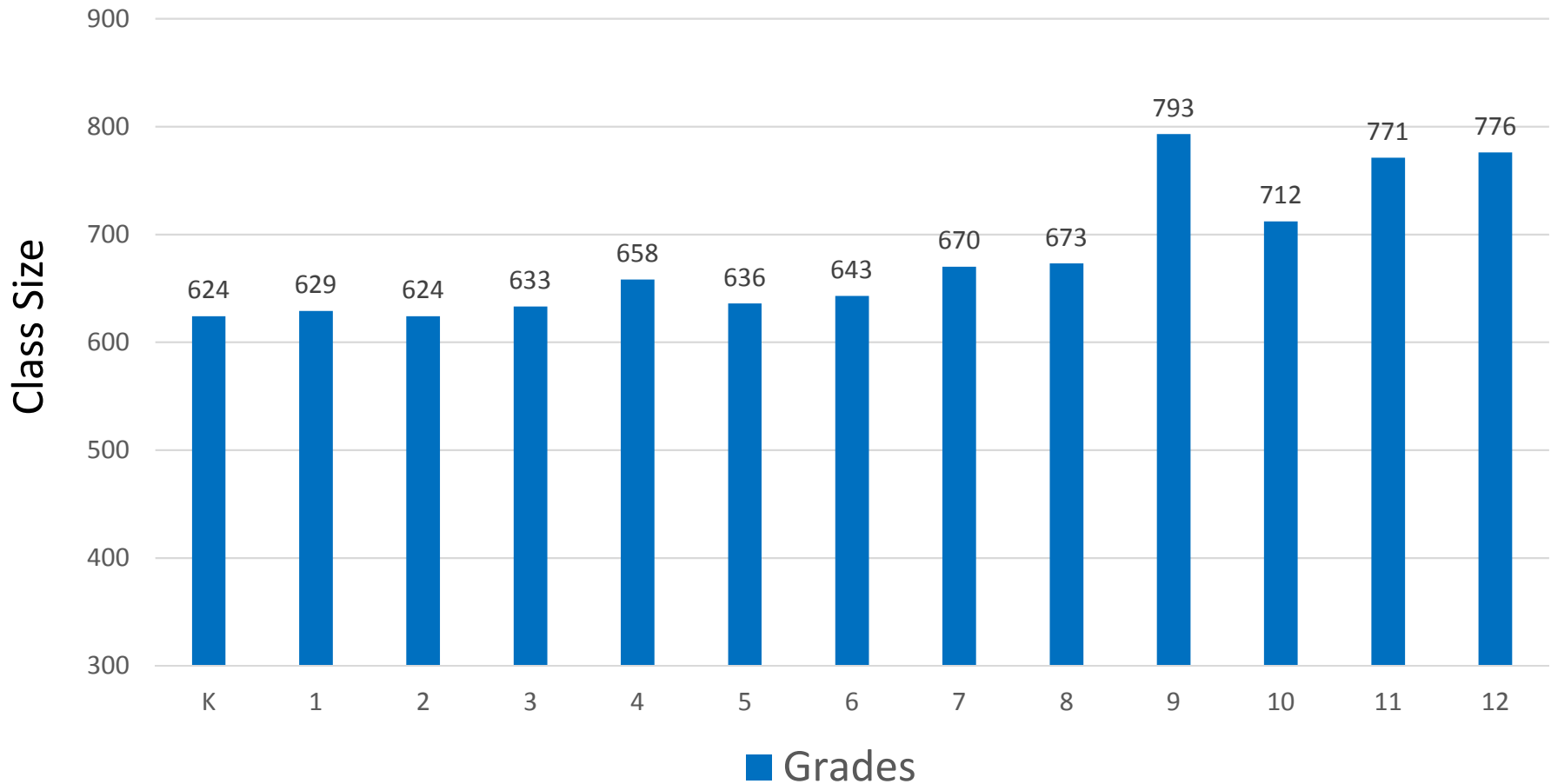
Inspiring Each Student Every Day

Enrollment Report

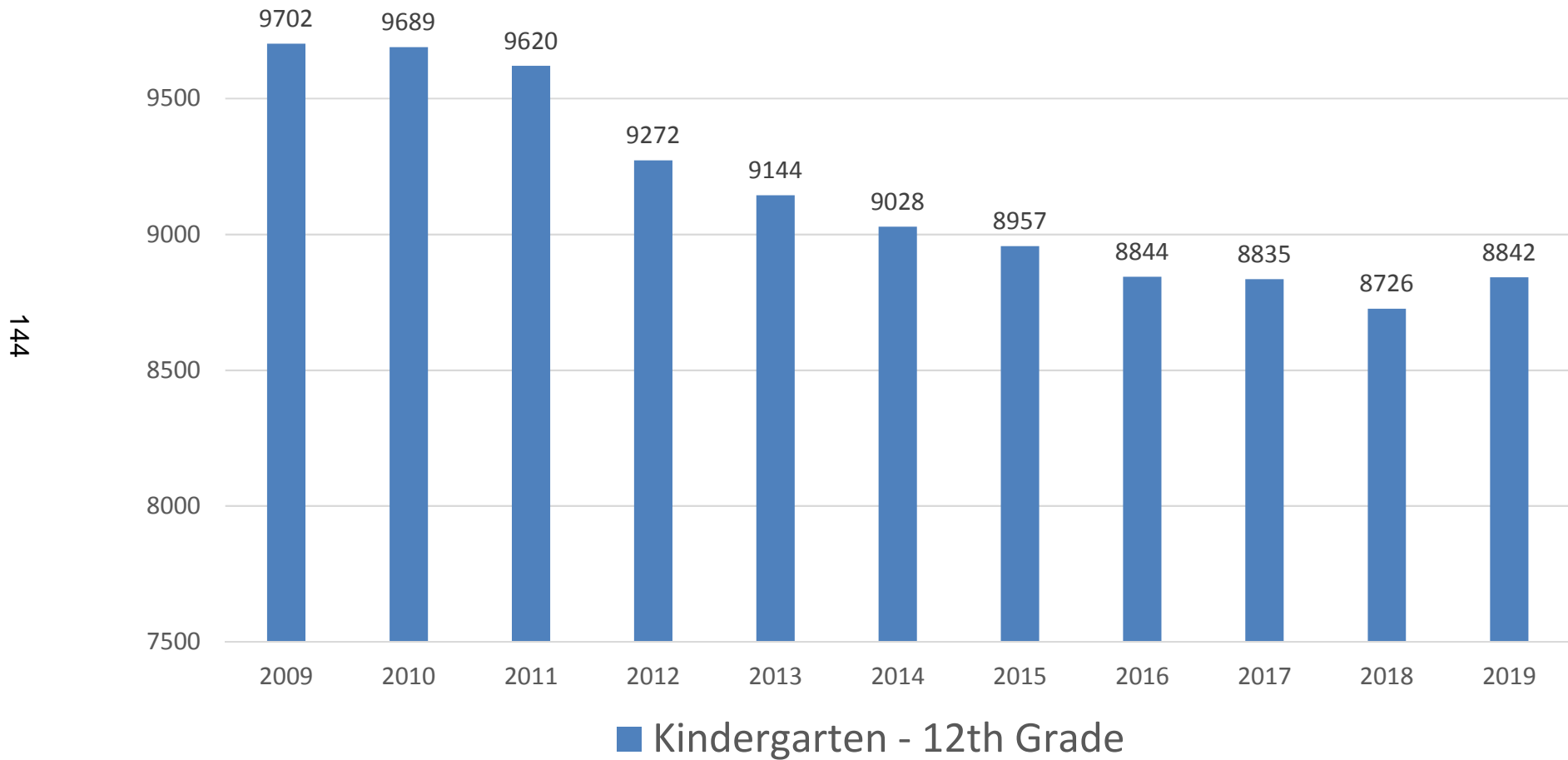
September 2018



Fall 2018 Enrollment



Enrollment Trends by Fiscal Year



Kindergarten Capture Rate



Fiscal Year	EP Resident Enrollment	Estimated Census	Capture Rate
2011-12	633	794	79.7%
2012-13	671	795	84.4%
2013-14	619	753	82.2%
2014-15	642	751	85.5%
2015-16	611	760	80.4%
2016-17	606	773	78.4%
2017-18	611	780	78.4%
2018-19	626	717	87.3%
2019-20	628	794	79.1%
2020-21	588	743	79.1%
2021-22	596	753	79.1%

Fall 2018 Emerging Trends



- Enrollment is much higher than anticipated
 - 223 students, approximately \$2.0 million more revenue
- Growth in 9th grade, up 63 students from projections
- Kindergarten capture rate is significantly higher
 - 87.3% compared with 78.4% two years ago

Next Steps



- 2018-19 Mid-Year Budget Update
 - Analyze revenue impact
 - Re-balance the budget
- 2019-20 Enrollment Projection & Beyond
 - Capture Rate
 - Trends/Cohort Survival Rate
- Long-Range Financial Projection
 - 5-Year Forecast



EDEN PRAIRIE
SCHOOLS

Inspiring Each Student Every Day

2017-18 Preliminary Year-end Review

School Board Meeting
September 24, 2018



2017-18 Financial Audit



- Audit preliminary fieldwork completed in June
- Audit main fieldwork completed early-September
- Preliminary results presented to School Board-September 24th
- Recap final results with Board Leadership in November
- Final audit report presented to School Board-November 19th

2017-18 Audit Findings



- General Fund - Legal Compliance
 - 2 out of 40 disbursements tested not paid within 35 days
- Student Activities
 - Internal controls at district sites, sites operate on a cash basis and there is no way to ensure all cash collected is recorded
 - 2 out of 25 receipts did not have a student signature on the receipt form
- Federal Grants
 - Food Service – Internal control as 2 free/reduced applications tested were calculated incorrectly
 - Special Education – Internal control for time and effort, as 6 of 20 were submitted/approved late, 8 of 20 were not submitted at all, 1 of 20 was missing information
 - Title I – Internal control finding for time and effort, as 1 of 5 forms were not submitted.

General Fund Overview



GENERAL FUND - Unassigned	Budget	Actual	Variance	%
Revenue	\$106,721,953	\$106,952,675	\$ 230,722	0.22%
Expenditures	\$105,609,050	\$105,653,265	(\$ 44,215)	(0.04%)
Total Change	\$1,112,903	\$1,299,410	\$ 186,507	0.18%

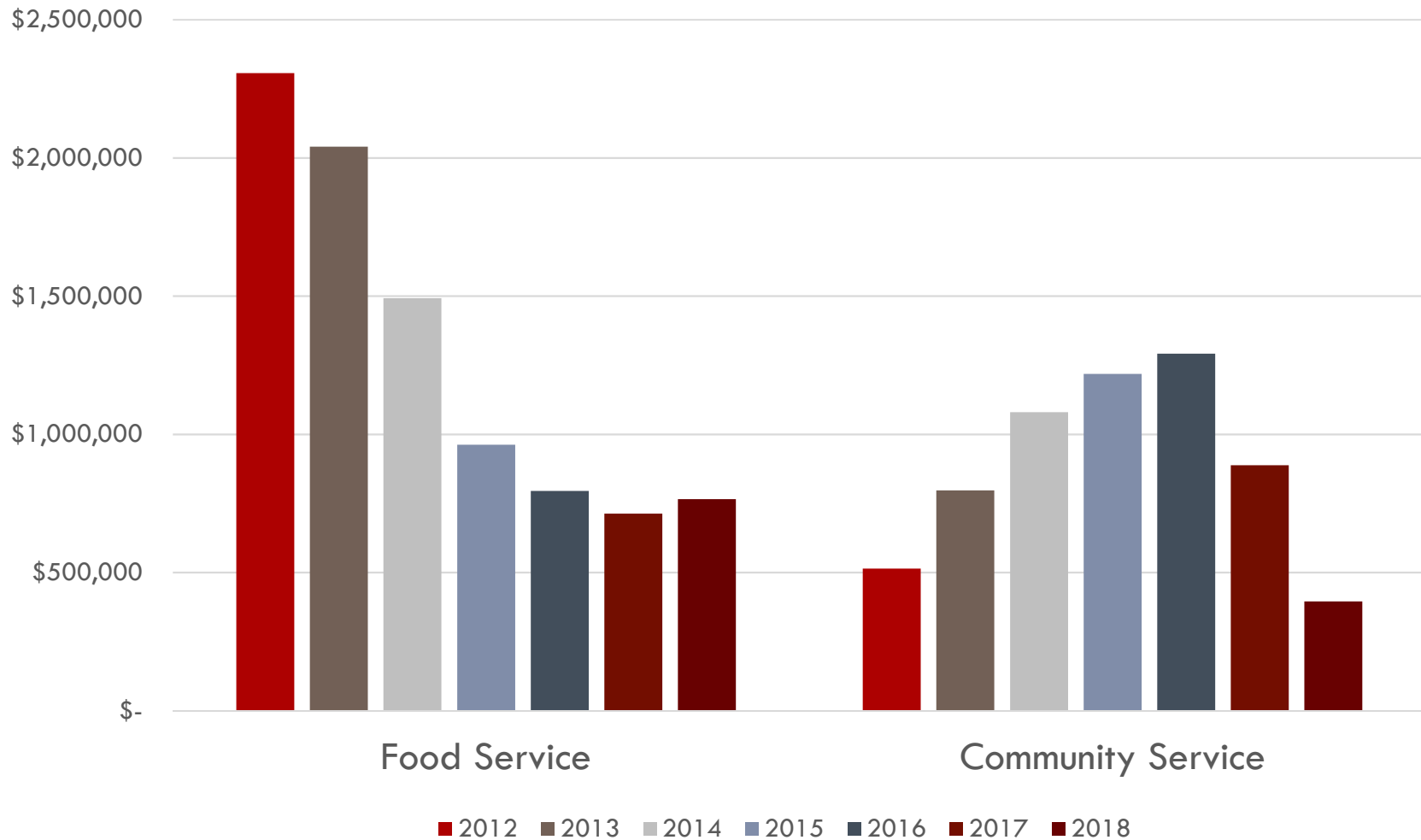
REVENUE:

Nothing major to note at this time

EXPENDITURES:

Nothing major to note at this time

Other Funds



Next Steps



- Wrap-up Financial Audit
 - Present November 19, 2018
- Mid-Year FY 18-19 Budget Update
 - Present January 2019
- Long-Range Financial Projection
 - 5-Year Forecast
 - January 2019



Eden Prairie School Board
Board Development Committee Meeting Minutes
September 21, 2018 | Attending: Holly Link, Lauren Crandall | Absent: Greg Lehman

A School Board-level committee is created by a majority vote of the School Board to assist in the completion of School Board business. Charter per Board Policy GP 4.8: This committee will ensure ongoing Board development and oversee self-monitoring of the Board's performance related to Governance Process and Board Management Delegation policies.

1. 7:30 AM Approved meeting agenda
2. 7:30-8:30 Board assigned committee work: *Specific tasks assigned by the Board, and actions by the committee to complete those tasks*
 - a. Reviewed and Edited "[Amend/Add an Agenda Item](#)"
 - b. Sent document to Executive Assistant
3. 8:30 AM Adjourned; Next scheduled BDC meeting on 10/12/18 @ 7:30 AM, South Huddle Room, ASC.

Annual Board Development Plan 2017-2018, tentative 2018-2019

Quarter 1, 2018 Jan-Mar Onboard new members
Quarter 2, 2018 Apr-June Develop Longitudinal Board Socialization (LBS) Plan
Quarter 3, July-Sept July: School board candidate information session July and Aug: Refine draft LBS Plan, update Processes and Procedures Sept: GP and BMD Monitoring
Quarter 4, Oct-Dec Oct: Board effectiveness survey (Completed by each member regarding whole Board and self) Oct: Review process of Superintendent Goal Review in prep for Nov 19th Business Meeting Nov: Review board effectiveness survey results; board goal setting for 2018-2019, assignments to appropriate committees Nov 5: First reading of draft Board Member Handbook
Quarter 1, 2019 Jan-Mar Jan: Consultant: Advanced Policy Governance workshop Mar: National School Board Association National Convention in PA 3/31-4/1, participants TBD
Quarter 2, 2019 Apr-June Apr: Review NSBA national convention proceedings, takeaways May: Review progress on 2018-2019 Board goals as approved in December 2018



Eden Prairie School Board Community Linkage Committee Meeting - Update September 12, 2018

Charter per Board Policy GP 4.8: This committee will facilitate multiple methods of School Board communication with owners that provide input and inform the School Board of ownership values as they relate to School Board policies, as well as provide valuable information to owners.

Attendees: Terri, Holly, Dave

Absent: None

1. Approved meeting agenda
2. Community meeting for Oct. 2, 2018 has been cancelled.
3. Primary function of meeting is to review our role and function and also to discuss how we can better work with the entire board to get our work completed.
4. Role and function – discussed several areas that we should work on:
 1. School visits (not necessarily a community event, but one that has history in this committee)
 2. Outward written communication with the community (Connecting Points, website)
 3. Meet and Greet with community members – at large, focus groups, etc.
 4. Open Forum with Community Members – at large, targeted issues, open, etc.
 5. PTO Board meetings – attend, speak, Q&A
 1. We are not all in agreement with this as we've had PTO relationships as a board in the past. Need input from entire board on how/if our committee or the board at large wants to participate in these sessions.
5. After discussing these items, the committee voted and selected which of these items, and how, we want to approach.
 1. School visits – Terri is working with Josh to schedule meetings with all schools during the 18-19 year.
 2. Write an article for each Connecting Points issue, and post on our website.
 1. Article on how decisions are made with the School Board, focus on Designing Pathways
 2. Article on Ends – starting with “Reading at 3rd Grade”
 3. Meet and Greet with Community
 1. Need board input on when and where
 2. Planning only one for now, but envision as a series of meetings (multiple per year)
6. The committee understands that we will need to go through a series of meetings at board meetings and workshops as we take the entire board through the work plan. It is envisioned that it may take months to move from concept to implementation. If the board wants us to move faster, it will require more meetings or a grant of authority to the committee (currently, we have the responsibility but very limited authority – true for all committees).
7. We plan to discuss this with the board at our next board meeting, Sept. 24, 2018.
8. Our next committee meeting is Wednesday, Sept. 26 at 9:00am.
9. Meeting adjourned.

Eden Prairie School Board
2018-2019 WORK PLAN CHANGES
WORK PLAN CHANGES - September 24, 2018

Date of Meeting/Workshop	Changes Requested
<i>Monday, September 24, 2018</i>	
<i>Tuesday, October 2, 2018</i>	
<i>Monday, October 8, 2018 – Workshop</i>	
<i>Monday, October 22, 2018</i>	
<i>Monday, November 5, 2018 – Workshop</i>	
<i>Monday, November 14, 2018</i>	
<i>Monday, November 19, 2018</i>	
<i>Monday, December 10, 2018</i>	

Placeholder – General Board Work

- Workshop Regarding: Post-Secondary Options
- Administration to bring back Policy EL 2.2.1 with updated information requested by the Board

Placeholder – Policy Review

**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
*****2018***** Board Meeting Mon, July 23, 2018 8:00 AM			<ul style="list-style-type: none"> Resolution: "Call the General Election" Schedule Candidate Information Sessions 		<ul style="list-style-type: none"> Monthly Reports Student Handbooks: <ul style="list-style-type: none"> - High School - Middle School - Elementary Schools (Summary Detail Included) 		
School Board Candidate Information Session Thurs, Aug 9, 2018 6:30 p.m.							
Board Meeting Mon, Aug 27, 2018 6:00 PM	<ul style="list-style-type: none"> EL 2.1 Emergency Supt. Succession EL 2.2 Treatment of Students EL 2.7 Asset Protection 	<ul style="list-style-type: none"> <i>Designing Pathways Information</i> 	<ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Monthly Reports 		
Post Meeting Board Workshop Mon, Aug 27, 2018							<ul style="list-style-type: none"> School Board Mtg. Self-Assessment
Board Workshop Mon, Sept 10, 2018 6:00 PM							<ul style="list-style-type: none"> Admin Proposals for FY 2018-19 Workshops Discussion: School Board Attendance at Community Events NEW Policy Development Discussion (Ends & EL Policies) Policy Monitoring: All BMD Policies

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**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
							<ul style="list-style-type: none"> •Policy Monitoring: GP's: 4.4, 4.5, 4.6, 4.7, 4.8, & 4.10 •Designing Pathway Discussion •Confirm agenda for next Board Workshop
Board Meeting Mon, Sept 24, 2018 6:00 PM	<ul style="list-style-type: none"> •EL 2.3 Treatment of Parents •EL 2.6 Financial Management & Operations <hr/> <ul style="list-style-type: none"> •All BMD Policies •BMD 3.0 Single Point of Connection •BMD 3.1 Unity of Control •BMD 3.2 Delegation to the Superintendent •BMD 3.3 Superintendent Accountability & Performance <hr/> <ul style="list-style-type: none"> •GP 4.4 Officer Roles •GP 4.5 School Board Members Code of Conduct •GP 4.6 Process for Addressing School Board Member Violations •GP 4.7 School Board Committee Principles •GP 4.8 School Board Committee Structure 	Designing Pathway	<ul style="list-style-type: none"> •Approval of Preliminary FY 2019-20 Levy -Tax Levy Comparison - Tax Levy Presentation Pay 19 • Resolution Authorizing the Sale of Refunding Bonds •Resolution: Appointment of Election Judges <hr/> <ul style="list-style-type: none"> •Record of Board Self-Evaluation 		<ul style="list-style-type: none"> •Monthly Reports 	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> • FY 2017-18 Year-end Preliminary Financial Report •FY 2018-19 Preliminary Enrollment Report 	

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**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
	<ul style="list-style-type: none"> GP 4.10 Operation of the School Board Governing Rules 						
Post Meeting Board Workshop Mon, Sept 24, 2018							<ul style="list-style-type: none"> School Board Mtg. Self-Assessment
Board Workshop Mon, Oct 8, 2018 6:00 PM							<ul style="list-style-type: none"> Board Development: Board Governance Processes Discussion Administration: Setting Stage for FY 2019-20 Budget Guidelines Policy Monitoring: GP 4.1, 4.2, 4.3, 4.9 Confirm agenda for next Board Workshop
Board Meeting Mon, Oct 22, 2018 6:00 PM	<ul style="list-style-type: none"> Ends 1.1, 1.2, 1.3 Evidence (FY 2017-18) EL 2.4 Treatment of Staff EL 2.8 Compensation and Benefits <hr/> <ul style="list-style-type: none"> GP 4.1 Governing Style GP 4.2 School Board Job Products GP 4.3 Annual Work Plan GP 4.9 Governance Investment 	Designing Pathway	<ul style="list-style-type: none"> Record of Board Self-Evaluation Resolution Awarding the Sale of Refunding Bonds 		<ul style="list-style-type: none"> Monthly Reports 	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> Enrollment Report as of Oct. 1, 2018 -Exec. Summary -Capture Rate -History & Projection Totals -Official October 1 Enrollment Count 	

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**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
						<ul style="list-style-type: none"> •World's Best Workforce Report •FY 2017-2018 Achievement Integration Progress Report 	
Post Meeting Board Workshop Mon, Oct 22, 2018							•School Board Mtg. Self-Assessment
Board Workshop Mon, Nov 5, 2018 6:00 PM*							<ul style="list-style-type: none"> •FY 2018-2019 Superintendent Goal Setting Discussion •GP 4.0 Global Governance Commitment •"New Policy Introductions" •First Reading of Board Development's Handbook •Confirm agenda for next Board Workshop
Special Business Meeting Wed, Nov 14, 2018 7:30 AM			•Resolution Approving Canvassing of Elections				
Board Meeting Mon, Nov 19 2018 6:00 PM*	•EL 2.9 Communication and Support to the School Board (Semi-annual)	• <u>Closed Session:</u> Review of FY 2017-18 Superintendent Goals	•FY 2018-19 Superintendent Goal Setting	•Treasurer's Report	•Monthly Reports	•FY 2017-18 Audited Financial Presentation	

**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
		-Minn. Stat. 13D.05, Subd. 3	•Record of Board Self-Evaluation				
Post Meeting Board Workshop Mon, Nov 19, 2018							•School Board Mtg. Self-Assessment
Board Meeting Mon, Dec 10, 2018 6:00 PM	<ul style="list-style-type: none"> •EL 2.5 Financial Planning and Budgeting •EL 2.0 Global Executive Constraint <hr/> <ul style="list-style-type: none"> •GP 4.0 Global Governance Commitment 		<ul style="list-style-type: none"> •Approval of Final FY 2019-20 Levy <hr/> <ul style="list-style-type: none"> •Record of Board Self-Evaluation 		•Monthly Reports	<ul style="list-style-type: none"> •Truth in Taxation Hearing <hr/> <ul style="list-style-type: none"> • Resident Engagement Events 	
Post Meeting Board Workshop Mon, Dec 10, 2018							• School Board Mtg. Self-Assessment

*November Meeting dates changed due to Veteran's Day observed on Monday, November 12, 2018

<p>*****2019*****</p> <p>Annual Organizational Meeting Mon, Jan 7, 2019 6:00 PM</p>			<ul style="list-style-type: none"> • 2018 Annual Organizational Mtg. <ul style="list-style-type: none"> - Election of Officers - School Board Compensation - School Board Calendar • Approval of School Board Meeting Calendar: Jul 1, 2019 through 		<ul style="list-style-type: none"> •2018 Annual School District Organizational Items: <ul style="list-style-type: none"> - School District Newspaper - School District Depository/Financial Institutions - Money Wire Transfers - Early Claims Payment 		
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**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
			Jun 30, 2020 •Resolution for Combined Polling Places for the General Elections •Appointment of Intermediate District 287 Representative		- School District Legal Counsel - School District Responsible Authority - Deputy Clerk & Deputy Treasurer - Facsimile Signature Authorization - Authorization for Superintendent to Sign Contracts - Local Education Agency (LEA) Representative - MDE Designation of Identified Official with Authority (IOWA)		
Board Workshop Mon, Jan 7, 2019 6:15 PM Convene following the Annual Organizational Meeting							• 2019 Committees & Outside Organization Discussion • 5-Year Financial Forecast • Confirm agenda for next Board Workshop
Board Meeting Mon, Jan 28, 2019 6:00 PM		•FY 2019-20 School Calendar (DRAFT) •FY 2020-21 School Calendar-Preliminary)	•FY 2018-19 Mid-Year Budget Approval •Resolution Authorizing the Sale of Facility Maintenance Bonds	• 2019 School Board Committee & Outside Organization Assignments	• Monthly Reports • FY 2019-20 Bus Purchase		

**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
		<ul style="list-style-type: none"> FY 2019-20 Budget Timelines – <i>First Reading</i> FY 2019-20 Budget Assumptions – <i>First Reading</i> 	<ul style="list-style-type: none"> Record of Board Self-Evaluation 				
Post Meeting Board Workshop Mon, Jan 28, 2019							<ul style="list-style-type: none"> School Board Meeting Self-Assessment
Joint Meeting: Eden Prairie School Board & Eden Prairie City Council TBD							
Board Workshop Mon, Feb 11, 2019 6:00 PM							<ul style="list-style-type: none"> Confirm agenda for next Board Workshop
Board Meeting Mon, Feb 25, 2019 6:00 PM			<ul style="list-style-type: none"> Resolution Awarding the Sale of Facility Maintenance Bonds Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Monthly Reports Approval of FY 2019-20 School Calendar-DRAFT Approval of FY 2020-21 School Calendar – Preliminary American Indian Education Resolution 		
Post Meeting Board Workshop Mon, Feb 25, 2019							<ul style="list-style-type: none"> School Board Meeting Self-Assessment

**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
Board Workshop Mon, Mar 11, 2019 6:00 PM							•Confirm agenda for next Board Workshop
Board Meeting Mon, Mar 25, 2019 6:00 PM		<ul style="list-style-type: none"> • FY 2019-20 Capital Budget – <i>First Reading</i> • Final FY 2019-20 Budget Assumptions 	<ul style="list-style-type: none"> •Resolution to Release Probationary Teachers •Record of Board Self-Evaluation 		•Monthly Reports		
Post Meeting Board Workshop Mon, Mar 25, 2019							•School Board Meeting Self-Assessment
Board Workshop Mon, Apr 8, 2019 6:00 PM							•Confirm agenda for next Board Workshop
Board Meeting Mon, Apr 22, 2019 6:00 PM		<ul style="list-style-type: none"> • FY 2019-20 School Board Work Plan – <i>First Reading</i> • FY 2019-20 School Board Budget – <i>First Reading</i> 	<ul style="list-style-type: none"> •Approval of FY 2019-20 Capital Budget •Approval of FY 2019-20 School Board Meeting Calendar •Record of Board Self-Evaluation 		•Monthly Reports		
Post Meeting Board Workshop Mon, Apr 22, 2019							•School Board Meeting Self-Assessment
Board Workshop Mon, May 6, 2019 6:00 PM*							• Confirm agenda for next Board Workshop

**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
Board Meeting <u>Mon, May 20, 2019</u> 6:00 PM*		<ul style="list-style-type: none"> FY 2019-20 Budget – <i>First Reading</i> 	<ul style="list-style-type: none"> Approval of FY 2019-20 School Board Work Plan Approval of FY 2019-20 School Board Budget <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Monthly Reports MSHSL Resolution for Membership Approval of FY 2019-20 School Meal Prices 		
Post Meeting Board Workshop <u>Mon, May 20, 2019*</u>							<ul style="list-style-type: none"> School Board Meeting Self-Assessment
Board Workshop <u>Mon, June 10, 2019</u> 6:00 PM							<ul style="list-style-type: none"> Confirm agenda for next Board Workshop
Board Meeting <u>Mon, June 24, 2019</u> 6:00 PM	<ul style="list-style-type: none"> EL 2.9 Communication and Support to the School Board (Semi-annual) Ends 1.1, 1.2, 1.3 OI (FY 2019-20) 		<ul style="list-style-type: none"> Approval of FY 2019-20 Budget ISD 287 10-Year Facilities Maintenance Resolution <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Monthly Reports EPS 10-Year Facilities Maintenance Plan Q-Comp Annual Report Annual Review of District Mandated Policies Approval of Updated District Policies 	<ul style="list-style-type: none"> FY 2018-19 Annual Overnight /Extended Trip Report 	
Post Meeting Board Workshop <u>Mon, Jun 24, 2019</u>							<ul style="list-style-type: none"> School Board Meeting Self-Assessment

*May Meeting dates changed due to Memorial Day

**EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

AUGUST 27, 2018

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			

2018-2019 School Board Meeting Calendar

Date	Time	Meeting Type	Location
July 2018			
Monday, July 23, 2018	8:00AM	Brief Business Meeting	Administrative Services Center
August 2018			
Thursday, August 9, 2018	6:30PM	Candidate Information Session	Administrative Services Center
Monday, August 27, 2018	6:00 PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Service Center
September 2018			
Monday, Sept 10, 2018	6:00PM	Board Workshop	Administrative Services Center
Monday, Sept 24, 2018	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
October 2018			
Monday, Oct 08, 2018	6:00PM	Board Workshop	Administrative Services Center
Monday, Oct 22, 2018	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
November 2018			
Monday, Nov 5, 2018	6:00PM	Board Workshop	Administrative Services Center
Wednesday, Nov 14, 2018	7:30 AM	Brief Business Meeting	Administrative Services Center
Monday, Nov 19, 2018	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
December 2018			
Monday, Dec 10, 2018	6:00PM	Truth in Taxation Hearing Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
January 2019			
Monday, Jan 7, 2019	6:00PM 6:30PM	Annual Organizational Meeting Board Workshop	Administrative Services Center
Monday, Jan 28, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
February 2019			
Monday, Feb 11, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, Feb 25, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
March 2019			
Monday, Mar 11, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, Mar 25, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
April 2019			
Monday, Apr 08, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, Apr 22, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
May 2019			
Monday, May 06, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, May 20, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center
June 2019			
Monday, Jun 10, 2019	6:00PM	Board Workshop	Administrative Services Center
Monday, Jun 24, 2019	6:00PM	Regular Business Meeting Post Board Meeting Workshop	Administrative Services Center

Eden Prairie School Board
2018-2019 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

COMMITTEE MEETINGS

EVENTS

COMMUNITY EVENTS

September 24, 2018
(July thru December 2018)

Name of Event	Date	Place	Time	Notes
Agenda Setting Meeting	Tuesday, July 17, 2018	ASC	10:00 a.m.	Chair & Vice Chair
SB Board Development Committee Meeting	Friday, August 20, 2018	ASC/South Huddle Room	7:30 a.m.	Committee Members
School Board Meeting (Brief)	Monday, July 23, 2018	ASC/EDC	8:00 a.m.	
SB Community Linkage Committee Meeting	Friday, July 27, 2018	ASC/Jaclyn's Office	10:30 a.m.	Committee Members
EPIC Visit/Tour	Wednesday, August 1, 2018	Oak Point/EHSI Office	8:30-10:30 a.m.	Attending: Elaine, Terri, Lauren, Holly
MSBA Summer Seminar "A High-Performance Mindset"	August 6-8, 2018 Monday thru Wednesday	Minneapolis Marriott NW Brooklyn Park, MN		No Attendees
MSBA Phase I & II Combo	Tuesday, August 7, 2018	Minneapolis Marriott NW Brooklyn Park, MN	8:30 – 3:30 p.m.	Lauren (Josh)
School Board Candidate Information Session	Thursday, August 9, 2018	ASC/EDC	6:30 p.m.	Holly, Lauren
SB Community Linkage Committee Meeting	Friday, August 17, 2018	ASC/South Huddle Room	7:15 a.m.	Committee Members
Agenda Setting Meeting	Wednesday, August 22, 2018	ASC	2:30 p.m.	Chair & Vice Chair
Invitation: IDS 287 – Ribbon Cutting Ceremony of the "Ann Bremer Education Center"	Thursday, August 23, 2018	6601 Xylon Avenue Brooklyn Park, MN	4:00 p.m.	No Attendees
School Board Meeting	Monday, August 27, 2018	ASC/EDC	6:00 p.m.	
Annual District Kick Off	Tuesday, August 28, 2018	EPHS Activities Center	7:30 a.m.	Attendees: Lauren, Holly, Dave, Elaine
Invitation to Visit School Sites with Superintendent on the "First Day of School"	Tuesday, September 4, 2018	Meeting at CMS	7:30 a.m.	Attending: Lauren, Holly, Elaine, Terri, Dave
Agenda Setting Meeting	Tuesday, September 4, 2018	ASC	10:30 a.m.	Chair & Vice Chair
EPHS Eagles Marching Band competes at the "Prairie Colors Marching Band Festival"	Saturday, September 8, 2018	Aerie Stadium	Noon – 4:00 p.m. Gates open at 11 a.m.	Attending: Lauren
School Board Business Workshop	Monday, September 10, 2018	ASC	6:00 p.m.	Board Workshop
Eden Prairie School Board Candidate Form (Hosted by the League of Women Voters)	Wednesday, September 12, 2018	Eden Prairie Council Chambers, 8080 Mitchell Road, EP	7:00 – 8:30 p.m.	FYI – no charge

Eden Prairie School Board
2018-2019 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

COMMITTEE MEETINGS

EVENTS

COMMUNITY EVENTS

September 24, 2018
(July thru December 2018)

MSBA Phase IV Workshop: <i>Representing Your Community Through Policy & Engagement</i> This workshop focuses on in-depth decisions and examples of a board member's role as a policymaker and interactive small-group sessions that walk through an actual community engagement activity. Also, this workshop will have a segment on dealing with the media and public forums	Saturday, September 15, 2018	Maple Grove Holiday Inn & Suites 11801 Fountains Way N. Maple Grove, MN	8:30 a.m.–4 p.m.	Attending: Elaine, Dave- Tentative
Agenda Setting Meeting	Wednesday, September 19, 2018	ASC	1:00 p.m.	Chair & Vice Chair
EP Chamber of Commerce Event: <i>"Rock the Barn" Fundraiser</i> Eden Prairie knows that building strong ties between the business community, city, and school district makes for a thriving community. Join us for a night of fun, making new connections, and celebrating our successes. (This event replaces the EP Annual GALA Event)	Thursday, September 20, 2018	Green Acres Event Center Eden Prairie	5:00 – 9:00 p.m.	Attendees: Holly, Lauren
SB Community Linkage Committee Meeting	Friday, September 21, 2018	ASC/South Huddle Room	7:30 a.m.	Committee Members
School Board Meeting	Monday, September 24, 2018	ASC/EDC	6:00 p.m.	
<div> <div>*****EPHS – Homecoming Week*****</div> <div>Week of September 24, 2018</div> </div>				
Eden Prairie Mayoral Forum : Candidates and members of the Eden Prairie City Council, Brad Aho and Ron Case, will discuss environmental sustainability and economic development. Come and learn the candidates' viewpoints on local issues and have your questions answered. Tom Horner will moderate.	Monday, October 1, 2018	Eden Prairie City Hall, 8080 Mitchell Road Heritage Room	7:00 – 8:0 p.m.	FYI
Agenda Setting Meeting	Tuesday, October 2, 2018	ASC	4:00 p.m.	Chair & Vice Chair
SB Community Linkage Committee Meeting	Friday, October 5, 2018	ASC/South Huddle Room	7:30 a.m.	Committee Members
School Board Workshop	Monday, October 8, 2018	ASC/EDC	6:00 p.m.	
FEPS Fall 2018 "Beyond the Diploma" Alumni Speaker Series: Solome Tibebe (2008 Graduate of EPHS) – Founders of Anxiety in Teens	Monday, October 8, 2018	EPHS Auditorium	7:00 p.m.	N/A

Eden Prairie School Board
2018-2019 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

COMMITTEE MEETINGS

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September 24, 2018
(July thru December 2018)

EP Chamber - Economic Outlook Join the Chamber and our businesses as we hear from the Federal Reserve on the state of the economy. Get to hear first-hand how the Minnesota economy is doing and what the Federal Reserve expects in the year ahead from First Vice President Ron Feldman.	Tuesday, October 9, 2018	TBD	11:30 – 1:00 p.m.	Attendees: Holly, Elaine, Lauren (tentative)
Agenda Setting Meeting	Tuesday, October 16, 2018	ASC	9:30 a.m.	Chair & Vice Chair
School Board Meeting	Monday, October 22, 2018	ASC/EDC	6:00 p.m.	
EP Chamber Career Expo The Eden Prairie Chamber started the Career Expo to help our local businesses connect with students. The purpose was to educate students on different career paths for after graduation – including a 4 year degrees, 2 year degrees or certification programs. Last year over 50 businesses registered and nearly 800 students attended the Career Expo.	Tuesday, October 23, 2018	Information coming soon	7:30 – 11:00 a.m.	Attending: Holly, Lauren, Elaine and Terri (tentative)
Eden Lake Elementary School Visit by School Board		Eden Lake Elementary		Attending:
Cedar Ridge Elementary School Visit by School Board		Cedar Ridge Elementary		Attending:
Agenda Setting Meeting	Tuesday, October 30, 2018	ASC	9:30 a.m.	Chair & Vice Chair
SB Community Linkage Committee Meeting	Friday, November 2, 2018	ASC/South Huddle Room	7:30 a.m.	Committee Members
School Board Workshop	Monday, November 5, 2018	ASC/EDC	6:00 p.m.	
*****ELECTION DAY*****	Tuesday, November 6, 2018			
EPHS: National Merit Breakfast	Friday, November 9, 2018	EPHS – East Commons	8:00- 9:30 a.m.	Attending: Lauren, Holly, Elaine, Adam, Terri (tentative)
EPHS Fall Musial	From; Friday, November 9, 2018 thru Saturday, November 17, 2018	PAC	7:30 p.m. evenings and 11/17, 1:00 p.m.	FYI
Agenda Setting Meeting	Tuesday, November 13, 2018	ASC	9:30 a.m.	Chair & Vice Chair
SB Community Linkage Committee Meeting	Friday, November 16, 2018	ASC/South Huddle Room	7:30 a.m.	Committee Members

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Eden Prairie School Board
2018-2019 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

COMMITTEE MEETINGS

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COMMUNITY EVENTS

September 24, 2018

(July thru December 2018)

"Special" School Board Meeting (Brief)	Wednesday, November 14, 2018	ASC/EDC	7:30 a.m.	
School Board Meeting	Monday, November 19, 2018	ASC/EDC	6:00 p.m.	
EPHS School Visit by School Board		EPHS		Attending:
School Board Meeting	Monday, November 19, 2018	ASC/EDC	6:00 p.m.	
AMSD Annual Policy Conference – This year's there is: <i>Pursuing a Funding System that Ensures Equity, Access and Opportunity for All Students</i>	Wednesday, November 28, 2018	Further details coming soon		Attending: Holly, Elaine, Lauren and Terri (tentative)
SB Community Linkage Committee Meeting	Friday, November 30, 2018	ASC/South Huddle Room	7:30 a.m.	Committee Members
Agenda Setting Meeting	Tuesday, December 4, 2018	ASC	9:30 a.m.	Chair & Vice Chair
Eden Prairie Chamber Annual Meeting & Athena Awards Luncheon				Attending:
EPHS: Fall Celebration	Friday, December 7, 2018	EPHS – Main Gym	8:55 – 10:00 a.m.	Attending: Lauren, Elaine, Terri, Holly (Tentative)
School Board Meeting	Monday, December 10, 2018	ASC/EDC	6:00 p.m.	
SB Community Linkage Committee Meeting	Friday, December 14, 2018	ASC/South Huddle Room	7:30 a.m.	Committee Members

*****Winter Break – No School*****

Monday, December 24, 2018 thru Wednesday, January 2, 2018

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