EDEN PRAIRIE SCHOOLS
EPS
Inspiring Each Student Every Day

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.*

   School Board Roll Call:
   Lauren Crandall, Dave Espe, Elaine Larabee, Greg Lehman, Holly Link, Adam Seidel, Terri Swartout

2. **School Board Attendance at Community Events**

3. **NEW Policy Development: Ends & Executive Limitations (EL's) Policies**

4. **Policy Monitoring: All Board Management Delegation (BMD) Policies**

   A. BMD 3.0 - 3.3 Policies

5. **Policy Monitoring: Governance Process (GP) Policies**

   A. GP 4.4, 4.5, 4.6, 4.7, 4.8, 4.10 Policies

6. **Designing Pathway Discussion**

9. **Confirm Agenda for next School Board Workshop**

10. **Adjournment**

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

COMMITTEE MEETINGS
EVENTS

July – December 2017

Name of Event	Purpose of Event/Activity	Attendees	Cost/Each	Total Cost	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 attending Monday, 8/7: Leading Above the Line/Insights into the 2017 Legislative Session	$280.00	$280.00		
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 attending (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.	Unknown as tickets were only available at the gate				
Eden Prairie Community Foundation Fundraiser	**Fundraiser**	Unknown as Ranee had tickets				
School Board Business Meeting/Workshop		**ASC/EDC**				
EPHS – Homecoming Week						

2

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

| COMMITTEE MEETINGS |
| EVENTS |

July – December 2017

Name of Event	Purpose of Event/Activity	Attendees	Cost/Each	Total Cost	Should Board Continue to Cover Cost?	
					Yes	**No**
Agenda Setting Meeting	September	Chair & Vice Chair				
FEPS 5k for EP Schools	Fundraiser	Registration is through FEPS Early Bird Registration (not sure who attended)	$30.00/each			
School Board Meeting	Monday, September 25, 2017	ASC/EDC				
FEPS Fundraising Event: 2nd Beyond the Diploma Alumni Speaker Series Fundraiser	Fundraiser	Attending: Elaine, John, Greg	$25.00/each	$75.00		
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 20th GALA)	Fundraiser, Community Linkage with business and community members of Eden Prairie	Attending: Elaine(Covered by ADMIN), Holly, Adam	$95.00	$190.00		
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	$185.00		
Agenda Setting Meeting	Tuesday, October 17, 2017	Chair & Vice Chair				
Minnesota Vikings Luncheon (Hosted by EP Chamber)	Community Linkage	Attending: Ranee				
School Board Meeting	Monday, October 23, 2017	ASC/EDC				

	COMMITTEE MEETINGS
	EVENTS

July – December 2017

Name of Event	Purpose of Event/Activity	Attendees	Cost/Each	Total Cost	Should Board Continue to Cover Cost?	
					Yes	**No**
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	No Cost			
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 Ranee				
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	Cost in the past has be covered by the Activities Department			
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	Attending: Elaine, Holly, Greg,	$50.00	$150.00		

4

2017-2017 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

COMMITTEE MEETINGS
EVENTS

July – December 2017

Name of Event	Purpose of Event/Activity	Attendees	Cost/Each	Total Cost	Should Board Continue to Cover Cost?	
					Yes	**No**
	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 superintendents will outline a comprehensive set of strategies to deliver results.					
School Board Meeting	Monday, November 27, 2017	ASC/EDC				
TIES 2017 Education Technology Conference -Preconference Workshops (Saturday & Sunday) and Two-Day Conference (Monday & Tuesday)	NA, TIES is dissolving TIES 2017 workshops and seminars shed new light on innovative classroom technologies.	Hyatt Regency Minneapolis, MN	No attendees			
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	Attending: Elaine, Dave, Holly, Adam	$30.00	$120.00		

5

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

COMMITTEE MEETINGS
EVENTS

July – December 2017

Name of Event	Purpose of Event/Activity	Attendees	Cost/Each	Total Cost	Should Board Continue to Cover Cost?	
					Yes	No
	recipients have accomplished in addition to paving a path for future successes.					
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				
Winter Break – No School	December 22, 2017 thru January 2, 2017					

6

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

COMMITTEE MEETINGS
EVENTS
SCHOOL BOARD COMMUNITY CONNECTION

January-June 2018

Even	Purpose	Attendees	Cost/Each	Total Costs	Should SB Continue to Cover Cost?	
					Yes	**No**
Agenda Setting Meeting (Organizational Meeting & Workshop)		Chair & Vice Chair				
School Board Annual Organizational Meeting School Board Workshop		**Monday, January 8, 2018**				
MSBA Phase I Workshop: *Learning to Lead – School Board Basics* This workshop covers the role of the school board, the superintendent, the leadership team relationship, and common scenarios facing new board members.	**Board education, Development**	**Attending:** Terri	$105.00	$105.00		
MSBA Phase II Workshop: *The Leadership Foundations – School Finances and Management* This workshop covers core topics such as the budget, school finance, local levies, policies, significant laws affecting school boards, and personnel issues.	**Board education, Development**	**Attending:** Terri	$185.00	$185.00		
2018 MSBA Leadership Conference *"Student Achievement: Passion, Perseverance and Possibility"* 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.	**Board education, Development, Advocacy, Community Linkage**	Terri, Holly	No Cost Event			
Agenda Setting Meeting (Business Meeting)		Chair & Vice Chair				
CMS School Visit by School Board	**Community Linkage**	**Attending:** Elaine, Dave, Holly, Adam, Terri				
Eden Prairie Chamber 2018 State of the City Luncheon	**Board Education, Community Linkage**	**Attending:** Elaine, Dave, Holly, Greg, Adam, Terri	$30.00	$180.00		
School Board Meeting						

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

COMMITTEE MEETINGS
EVENTS
SCHOOL BOARD COMMUNITY CONNECTION
January-June 2018

Even	Purpose	Attendees	Cost/Each	Total Costs	Should SB Continue to Cover Cost?	
					Yes	**No**
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**	**Attending:** Elaine, Holly, Greg, Adam, Greg, Terri - * No Registration Required				
Agenda Setting Meeting (Workshop on 2/12)		Chair & Vice Chair				
EHSI Elementary School Visit by School Board		**Attending:** Elaine, Dave, Holly, Adam,				
EP Chamber – Legislative Breakfast 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.	**Board Education, Advocacy, Community Linkage**	**Attending:** Elaine, Holly, Adam, Lauren	$20.00/each	$80.00		
Joint Meeting: Eden Prairie School Board & Eden Prairie City Council	**Board Education, Advocacy, Community Linkage**	**Prior to the School Board Workshop**	n/a			
School Board Workshop		**Monday, February 12, 2018**				
MSBA Officers' Workshop: *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.	Board Education, Development	Adam, Elaine	$185.00	$370.00		
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,	**Board Education, Community Linkage**	**Attending:** Elaine, Holly, Greg, Terri (confirmed 4 attendees)	No cost event			

∞

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

COMMITTEE MEETINGS
EVENTS
SCHOOL BOARD COMMUNITY CONNECTION
January-June 2018

Even	Purpose	Attendees	Cost/Each	Total Costs	Should SB Continue to Cover Cost?	
					Yes	**No**
City & Schools 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.						
EP Chamber – Legislative Breakfast Update Hear from our state elected officials on the status of bills, issues important to business and how the Minnesota Legislature is progressing on our priorities.	**Board Education, Advocacy, Community Linkage**	Attending: Elaine, Lauren, Holly, Greg,	$10.00	$40.00		
~~Eden Prairie Community Education Hosts – 13th Annual K-8 Science Fair~~		~~Event Canceled~~				
Agenda Setting Meeting (Workshop on 3/12)		Chair & Vice Chair				
SB Board Development Committee Meeting		**Friday, March 9, 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**	Attending: Elaine, Lauren, Holly, Greg, Adam (Registered 5)	$35.00	$175.00		
Agenda Setting Meeting (Business Meeting on 3/26)		Chair & Vice Chair				
FEPS Legacy Awards Banquet	**Community Linkage**	Attending: Elaine, Dave, Holly, Greg, Adam, (Lauren – Board Member paid for her own)	$33.00	$165.00		
SB Board Development Committee Meeting		**Thursday, March 22, 2018**				
SB Community Linkage Committee Meeting		**Thursday, March 22, 2018**				
Winter Celebration – ALL School Recognition of Athletics & Academic Accomplishments (senior awards,	**Community Linkage**	Attending: Elaine, Greg, Terri, Lauren				

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

COMMITTEE MEETINGS
EVENTS
SCHOOL BOARD COMMUNITY CONNECTION

January-June 2018

Even	Purpose	Attendees	Cost/Each	Total Costs	Should SB Continue to Cover Cost?	
					Yes	No
recognize retirees and some performances)						
School Board Meeting		Monday, March 26, 2018				
Agenda Setting Meeting (Workshop on 4/9)		Chair & Vice Chair				
School Board Workshop		Monday, April 9, 2018				
Intermediate District 287 - "Get on the Bus" Tour (Last one for the School Year)		Attending: Greg				
2018 Strategic Core Planning 2-Day Meeting	Board Education, Development (Visioning, Monitoring), Community Linkage	Attending: Dave, Holly, Lauren				
SB Board Development Committee Meeting		Friday, April 13, 2018				
SB Community Linkage Committee Meeting		Friday, April 13, 2018				
Introduction to Policy Governance Seminar (New School Board Members)	Board education, Development	Attending: Terri, Lauren	$150.00	$300.00		
MSBA Phase III Workshop: *Building a High-Performance School Board Team* 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	Board education, Development	Attending: Lauren Crandall	$185.00	$185.00		
MSBA Phase IV Workshop: *Representing Your Community Through Policy and Engagement* 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	Board education, Development, Community Linkage	Attending: - Terri Swartout (St. Peter) - Lauren Crandall (St. Peter) - Holly Link (St. Peter)	$185.00	$555.55		

COMMITTEE MEETINGS
EVENTS
SCHOOL BOARD COMMUNITY CONNECTION

January-June 2018

Even	Purpose	Attendees	Cost/Each	Total Costs	Should SB Continue to Cover Cost?	
					Yes	**No**
through an actual community engagement activity. Also, this workshop will have a segment on dealing with the media and public forums.						
Agenda Setting Meeting (Business Meeting 4/23)		Chair & Vice Chair				
Oak Point Elementary School Visit by School Board	**Board Education, Community Linkage**	**Attending:** Elaine, Dave, Lauren, Holly (Tentative)				
School Board Meeting		**Monday, April 23, 2018**				
Hosted by the Noon Rotary: "My Book Day"		**Attending:** Elaine, Lauren, Dave (tentative)				
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 Community Foundation EP Gives - Fundraiser	**Fundraiser, Community Linkage**	**Attending:** Elaine, Holly, Lauren, Adam	$100.00	$400.00		
Above & Beyond Banquet (Sponsored by AM Rotary)	**Community Linkage**	**Attending:** Greg, Holly, Lauren, Terri, Elaine, Dave and Adam (**Note:** Rotarians paid for their own – Elaine, Holly, Adam)	$25.00	$100.00		
Agenda Setting Meeting (For Workshop May 7)		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**	**Attending:** Elaine, Greg, Holly,	Costs Paid by EPHS Activities Dept.			

11

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

COMMITTEE MEETINGS
EVENTS
SCHOOL BOARD COMMUNITY CONNECTION
January-June 2018

Even	Purpose	Attendees	Cost/Each	Total Costs	Should SB Continue to Cover Cost?	
					Yes	**No**
EHSI Cinco de Mayo Fundraiser Fiesta	Fundraiser, Community Linkage	Attending: Holly, Terri, Lauren	$30.00 (EP Staff Cost/2) Terri paid for her ticket	$60.00		
School Board Workshop	Board Development	Monday, May 7, 2018*				
AM & NOON Rotary: STRIVE Breakfast Celebration	Community Linkage	Attending: Elaine, Holly, Dave, Terri and Adam	I did not see a charge for this event (Rotarians would have paid separate)			
SB Board Development Committee Meeting		Friday, May 11, 2018				
SB Community Linkage Committee Meeting		Friday, May 11, 2018				
Agenda Setting Meeting (Business Meeting on 5/21)		Chair & Vice Chair				
Prairie View Elementary School Visit by School Board	Board Education, Community Linkage	Attending: Elaine, Dave, Lauren, ~~Holly (Tentative)~~				
EPHS Senior Community Scholarship Program (Academic Awards)munity S	Community Linkage	Attending: Holly, Elaine, Lauren, Tentative-Dave, Greg				
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/each (Greg canceled)	$60.00		
CMS STAR Mentor Program Combined EPS (Eden Prairie Schools) & STAR (Strengthening Teens at Risk)	Community Linkage	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				

12

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

COMMITTEE MEETINGS
EVENTS
SCHOOL BOARD COMMUNITY CONNECTION
January-June 2018

Even	Purpose	Attendees	Cost/Each	Total Costs	Should SB Continue to Cover Cost?	
					Yes	**No**
AM Rotary Golden Eagle Awards Breakfast	**Community Linkage**	**Attending:** Terri, Lauren, Elaine, Holly, Greg, Dave and Adam	Board Members were not charge to attend this event (to my knowledge)			
EPHS Senior Celebration		**Attending:** Greg, Lauren, Holly, Terri				
TASSEL Graduation		**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 (Business Meeting on 6/18)		Chair & Vice Chair				
Metro South Adult Basic Education Graduation		**FYI – No Attendees**				
~~Foundation for Eden Prairie Schools – 5K for EP Schools~~		**Event Canceled**				
School Board Meeting		**Monday, June 18, 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**				
FEPS – Pitchin' for a Purpose The event will feature fun, food and beverages for purchase, and a cash raffle!		**FYI – No Attendees**				
MSBA Phase I & II Workshop (Combo): Learning to Lead – School Board Basics This workshop covers the role of the school board, the superintendent, the	**Board Education, Development**	**Attending:** Lauren	$260.00 (paid for, but attended in Aug 2018)			

13

| COMMITTEE MEETINGS |
| EVENTS |
| SCHOOL BOARD COMMUNITY CONNECTION |

January-June 2018

Even	Purpose	Attendees	Cost/Each	Total Costs	Should SB Continue to Cover Cost?	
					Yes	**No**
leadership team relationship, and common scenarios facing new board members.						
MSBA Phase II: The Leadership Foundations – School Finances and Management This workshop covers core topics such as the budget, school finance, local levies, policies, significant laws affecting school boards, and personnel issues.	Board Education, Development	Attending: Lauren				

14

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Board Management Delegation Policies w/Grid Sheet for 3.0
September 25, 2017
BMD 3.0

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

| 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	09/25/2017	Yes			Yes

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Board Management Delegation Policies w/Grid Sheet for 3.1
September 25, 2017
BMD 3.1

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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	09/25/2017	Yes			Yes
3.1.1	09/25/2017	Yes			Yes
3.1.2	09/25/2017	Yes			Yes
3.1.3	09/25/2017	Yes			Yes

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

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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	09/25/2017	Yes			Yes
3.2.1	09/25/2017	Yes			Yes
3.2.2	09/25/2017	Yes			Yes
3.2.3	09/25/2017	Yes			Yes
3.2.4	09/25/2017	Yes			Yes

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Board Management Delegation Policies w/Grid Sheet for 3.3
September 25, 2017
BMD 3.3

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Board Management Delegation Policies w/Grid Sheet for 3.3
September 25, 2017
BMD 3.3

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 21st 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	Biannually	
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	09/25/2017	Yes			Yes
3.3.1	09/25/2017	Yes			Yes
3.3.2	09/25/2017	Yes			Yes
3.3.3	09/25/2017	Yes			Yes
3.3.4	09/25/2017	Yes			Yes
3.3.5	09/25/2017	Yes			Yes

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

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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
BOARD MANAGEMENT DELEGATION (BMD) POLICIES					
3.0 Single Point of Connection	09/25/2017	Yes			Yes
3.1 Unity of Control	09/25/2017	Yes			Yes
3.1.1	09/25/2017	Yes			Yes
3.1.2	09/25/2017	Yes			Yes
3.1.3	09/25/2017	Yes			Yes
3.2 Delegation to the Superintendent	09/25/2017	Yes			Yes
3.2.1	09/25/2017	Yes			Yes
3.2.2	09/25/2017	Yes			Yes
3.2.3	09/25/2017	Yes			Yes
3.2.4	09/25/2017	Yes			Yes
3.3 Superintendent Accountability and Performance	09/25/2017	Yes			Yes
3.3.1	09/25/2017	Yes			Yes
3.3.2	09/25/2017	Yes			Yes
3.3.3	09/25/2017	Yes			Yes
3.3.4	09/25/2017	Yes			Yes
3.3.5	09/25/2017	Yes			Yes

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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
GOVERENCE PROCESS (GP) POLICIES					
4.0 Global Governance Commitment	12/11/2017	Yes			Yes
4.0.1	12/11/2017	Yes			Yes
4.0.2	12/11/2017	Yes			Yes
4.1 Governing Style	10/23/2017	Yes			Yes
4.1.1	10/23/2017	Yes			Yes
4.1.2	10/23/2017	Yes			Yes
4.1.3	10/23/2017	Yes			Yes
4.1.4	10/23/2017	Yes			Yes
4.1.5	10/23/2017	Yes			Yes
4.1.6	10/23/2017	Yes			Yes
4.2 School Board Job Products	10/23/2017	Yes			Yes
4.2.1	10/23/2017	Yes	To conduct a more robust Community Linkage		Yes
4.2.2	10/23/2017	Yes			Yes
4.2.2 - A	10/23/2017	Yes			Yes
4.2.2 - B	10/23/2017	Yes			Yes
4.2.2 - C	10/23/2017	Yes			Yes
4.2.2 - D	10/23/2017	Yes			Yes
4.2.3	10/23/2017	Yes			Yes

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Meeting
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
March 26, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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	10/23/2017	Yes	To conduct a more robust Community Linkage		Yes
4.3.1	10/23/2017	Yes			Yes
4.3.2	10/23/2017	Yes			Yes
4.3.3	10/23/2017	Yes			Yes
4.4 Officer Roles	09/25/2017	Yes			Yes
4.4.1	09/25/2017	Yes			Yes
4.4.1.1	09/25/2017	Yes			Yes
4.4.1.2	09/25/2017	Yes			Yes
4.4.1.3	09/25/2017	Yes			Yes
4.4.1.4	09/25/2017	Yes			Yes
4.4.1.5	09/25/2017	Yes			Yes
4.4.1.6	09/25/2017	Yes			Yes
4.4.1.7	09/25/2017	Yes			Yes
4.4.1.8	09/25/2017	Yes			Yes
4.4.1.9	09/25/2017	Yes			Yes
4.4.2	09/25/2017	Yes			Yes
4.4.3	09/25/2017	Yes			Yes
4.4.4	09/25/2017	Yes			Yes
4.5 School Board Members' Code of Conduct	09/25/2017	Yes			Yes

22

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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	09/25/2017	Yes			Yes
4.5.2	09/25/2017	Yes			Yes
4.5.2.1	09/25/2017	Yes			Yes
4.5.2.2	09/25/2017	Yes			Yes
4.5.2.3	09/25/2017	Yes			Yes
4.5.3	09/25/2017	Yes			Yes
4.5.3.1	09/25/2017	Yes			Yes
4.5.3.2	09/25/2017	Yes			Yes
4.5.4	09/25/2017	Yes			Yes
4.5.5	09/25/2017	Yes			Yes
4.5.6	09/25/2017	Yes			Yes
4.5.7	09/25/2017	Yes			Yes
4.5.7.1	09/25/2017	Yes			Yes
4.5.7.2	09/25/2017	Yes			Yes
4.5.7.3	09/25/2017	Yes			Yes
4.5.7.4	09/25/2017	Yes			Yes
4.5.7.5	09/25/2017	Yes			Yes
4.5.7.6	09/25/2017	Yes			Yes
4.5.7.7	09/25/2017	Yes			Yes
4.6 Process for Addressing School					

23

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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
Board Member Violations	09/25/2017	Yes			Yes
4.6.1	09/25/2017	Yes			Yes
4.6.2	09/25/2017	Yes			Yes
4.6.3	09/25/2017	Yes			Yes
4.6.4	09/25/2017	Yes			Yes
4.6.4.1	09/25/2017	Yes			Yes
4.6.4.2	09/25/2017	Yes			Yes
4.7 School Board Committee Principles	09/25/2017	Yes			Yes
4.7.1	09/25/2017	Yes			Yes
4.7.2	09/25/2017	Yes			Yes
4.7.3	09/25/2017	Yes			Yes
4.7.4	09/25/2017	Yes			Yes
4.8 School Board Committee Structure	09/25/2017	Yes			Yes
4.8.1	09/25/2017	Yes			Yes
4.8.2	09/25/2017	Yes			Yes
4.8.3	09/25/2017	Yes			Yes
4.8.4	09/25/2017	Yes			Yes

24

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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
4.9 Governance Investment	10/23/2017	Yes			Yes
4.9.1	10/23/2017	Yes			Yes
4.9.1.1	10/23/2017	Yes			Yes
4.9.1.2	10/23/2017	Yes			Yes
4.9.1.3	10/23/2017	Yes			Yes
4.9.2	10/23/2017	Yes			Yes
4.9.3	10/23/2017	Yes			Yes
4.10 Operation of the School Board Governing Rules	09/25/2017	Yes			Yes
4.10.1	09/25/2017	Yes			Yes
4.10.1.1	09/25/2017	Yes			Yes
4.10.1.2	09/25/2017	Yes			Yes
4.10.1.3	09/25/2017	Yes			Yes

25

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board-Management Delegation Policies w/Grid Sheet – 3.0
September 10, 2018
BMD 3.0

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
September 2017 – September 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				

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

Eden Prairie School Board

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board-Management Delegation Policies w/Grid Sheet – 3.1
September 10, 2018
BMD 3.1

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
September 2017 – September 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				
3.1.1	Sept 24, 2018				
3.1.2	Sept 24, 2018				
3.1.3	Sept 24, 2018				

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

Eden Prairie School Board

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board-Management Delegation Policies w/Grid Sheet – 3.2
September 10, 2018
BMD 3.2

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
September 2017 – September 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				
3.2.1	Sept 24, 2018				
3.2.2	Sept 24, 2018				
3.2.3	Sept 24, 2018				
3.2.4	Sept 24, 2018				

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

Eden Prairie School Board

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board-Management Delegation Policies w/Grid Sheet – 3.3
September 10, 2018
BMD 3.3

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
September 2017 – September 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

Eden Prairie School Board

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board-Management Delegation Policies w/Grid Sheet – 3.3
September 10, 2018
BMD 3.3

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 21st 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				
3.3.1	Sept 24, 2018				
3.3.2	Sept 24, 2018				
3.3.3	Sept 24, 2018				
3.3.4	Sept 24, 2018				
3.3.5	Sept 24, 2018				

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

Eden Prairie School Board

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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
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				

31

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

**Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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
GOVERENCE 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 2018 – June 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				

33

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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				
4.6 Process for Addressing School	09/24/2018				

34

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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
Board Member Violations					
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				
4.8.4	09/24/2018				

35

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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
4.9 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				

36

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.4
September 25, 2017
GP 4.4

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.4
September 25, 2017
GP 4.4

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 25, 2017	Yes			Yes
4.4.1	Sept 25, 2017	Yes			Yes
4.4.1.1	Sept 25, 2017	Yes			Yes
4.4.1.2	Sept 25, 2017	Yes			Yes
4.4.1.3	Sept 25, 2017	Yes			Yes
4.4.1.4	Sept 25, 2017	Yes			Yes
4.4.1.5	Sept 25, 2017	Yes			Yes
4.4.1.6	Sept 25, 2017	Yes			Yes
4.4.1.7	Sept 25, 2017	Yes			Yes
4.4.1.8	Sept 25, 2017	Yes			Yes
4.4.1.9	Sept 25, 2017	Yes			Yes
4.4.2	Sept 25, 2017	Yes			Yes
4.4.3	Sept 25, 2017	Yes			Yes

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

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.4
September 25, 2017
GP 4.4

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.4.4	Sept 25, 2017	Yes			Yes

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.5
September 25, 2017

GP 4.5

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.5
September 25, 2017
GP 4.5

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.

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.5
September 25, 2017
GP 4.5

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

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 25, 2017	Yes			Yes
4.5.1	Sept 25, 2017	Yes			Yes
4.5.2	Sept 25, 2017	Yes			Yes
4.5.2.1	Sept 25, 2017	Yes			Yes
4.5.2.2	Sept 25, 2017	Yes			Yes
4.5.2.3	Sept 25, 2017	Yes			Yes
4.5.3	Sept 25, 2017	Yes			Yes
4.5.3.1	Sept 25, 2017	Yes			Yes
4.5.3.2	Sept 25, 2017	Yes			Yes
4.5.4	Sept 25, 2017	Yes			Yes
4.5.5	Sept 25, 2017	Yes			Yes
4.5.6	Sept 25, 2017	Yes			Yes
4.5.7	Sept 25, 2017	Yes	See attached updated Training schedule		Yes
4.5.7.1	Sept 25, 2017	Yes			Yes
4.5.7.2	Sept 25, 2017	Yes			Yes
4.5.7.3	Sept 25, 2017	Yes			Yes
4.5.7.4	Sept 25, 2017	Yes			Yes
4.5.7.5	Sept 25, 2017	Yes			Yes
4.5.7.6	Sept 25, 2017	Yes			Yes
4.5.7.7	Sept 25, 2017	Yes			Yes

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
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		
	Beyond Diversity	05/11/16 & 05/12/16	Golden Valley
	2017 Annual Leadership Conference	01/12/17	
Ranee Jacobus	Phase I Orientation	12/03/09	Plymouth
	Phase II Orientation	01/13/10	Minneapolis
	2011 Annual Leadership Conference	1/13/11 & 1/14/11	
	Superintendent Search	08/16/11	
	2012 Early Bird Session "Win over your Constituents"	01/11/12	Minneapolis
	2012 Annual Leadership Conference	1/12/12 & 1/13/12	Minneapolis
	2012 Recognition Luncheon	01/12/12	Minneapolis
	Phase III Orientation	04/27/12	St. Louis Park
	2013 Annual Leadership Conference	1/17/13 & 1/18/13	Minneapolis
	2014 Preconference Workshop "World's Best Workforce"	01/15/14	Minneapolis
	2014 Annual Leadership Conference	01/16/14	Minneapolis
	2014 Officers' Workshop	02/13/14	Brooklyn Park
	Policy Governance Conference (Phase IV Orientation credit)	06/01/14	
	2015 Annual Leadership Conference	01/15/15	Minneapolis
	2015 Advocacy Meeting	09/17/15	
	2016 Annual Leadership Conference	01/14/16	Minneapolis
John Kohner	Effective Board Governance Seminar w/ S. Sjogren	01/11/16	Minneapolis
	Phase I Orientation	01/12/16	Minneapolis
	Phase II Orientation	01/13/16	Minneapolis
	2016 Annual Leadership Conference	01/14/16	Minneapolis
	Phase III Orientation	04/14/16	Maple Grove
	Phase IV Orientation	04/15/16	Maple Grove
	LCEB: Bargaining Basics	01/12/17	
	2017 Leadership Conference	01/12.17	
	2017 MSBA Officers Workshop Training (Board Clerk)	02/15/17	Maple Grove
Elaine Larabee	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 I Orientation	12/12/14	St. Cloud
	2015 Annual Leadership Conference	01/15/15	Minneapolis
	Phase III Orientation	04/11/15	Brooklyn Park
	Phase IV Alternative approved by Chair		
	2015 Advocacy Meeting	09/17/15	
	2017 Leadership Conference	01/12/17	

MSBA School Board Training Record

Name	Training	Date Attended	Location
Greg Lehman	Effective Board Governance Seminar w/ S. Sjogren	01/11/16	Minneapolis
	Phase I Orientation	01/12/16	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 Leadership Conference	01/12/17	
Holly Link	Phase I Orientation	12/06/13	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	05/02/14	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 Leadership Conference	01/12/17	
Adam Seidel	Effective Board Governance Seminar w/ S. Sjogren	01/11/16	Minneapolis
	Phase I Orientation	01/12/16	Minneapolis
	Phase II Orientation	01/13/16	Minneapolis
	Phase III Orientation		
	Phase IV Orientation		
Brenda Haynes	2017 MSBA Officers Training (Board Clerk)	02/15/17	Maple Grove (w/J. Kohner)

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.6
September 25, 2017

GP 4.6

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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 25, 2017	Yes			Yes
4.6.1	Sept 25, 2017	Yes			Yes
4.6.2	Sept 25, 2017	Yes			Yes
4.6.3	Sept 25, 2017	Yes			Yes
4.6.4	Sept 25, 2017	Yes			Yes

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.6
September 25, 2017

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
4.6.4.1	Sept 25, 2017	Yes			Yes
4.6.4.2	Sept 25, 2017	Yes			Yes

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.7
September 25, 2017
GP 4.7

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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 25, 2017	Yes	The board discussed the desire of the Committees to be more active in supporting the work of the Board.		Yes
4.7.1	Sept 25, 2017	Yes			Yes
4.7.2	Sept 25, 2017	Yes			Yes
4.7.3	Sept 25, 2017	Yes			Yes
4.7.4	Sept 25, 2017	Yes			Yes

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.8
September 25, 2017

GP 4.8

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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. 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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.8
September 25, 2017

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 25, 2017	Yes			Yes
4.8.1 Community Linkage Committee	Sept 25, 2017	Yes			Yes
4.8.2 Policy Committee	Sept 25, 2017	Yes			Yes
4.8.3 Board Development Committee	Sept 25, 2017	Yes			Yes
4.8.4 Negotiations Committee	Sept 25, 2017	Yes			Yes

Adopted: 10/23/12
Revised: 03/26/13; 06/11/13; 10/22/13; 04/22/14; 03/24/15; 04/25/16

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Meeting
Board Work-Governance Process Policies w/Grid Sheet for 4.10
September 25, 2017

GP 4.10

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2016 – June 30, 2017

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 25, 2017	Yes			Yes
4.10.1	Sept 25, 2017	Yes			Yes
4.10.1.1	Sept 25, 2017	Yes			Yes
4.10.1.2	Sept 25, 2017	Yes			Yes
4.10.1.3	Sept 25, 2017	Yes			Yes

Adopted: 10/22/13
Revised:

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Meeting
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
March 26, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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
BOARD MANAGEMENT DELEGATION (BMD) POLICIES					
3.0 Single Point of Connection	09/25/2017	Yes			Yes
3.1 Unity of Control	09/25/2017	Yes			Yes
3.1.1	09/25/2017	Yes			Yes
3.1.2	09/25/2017	Yes			Yes
3.1.3	09/25/2017	Yes			Yes
3.2 Delegation to the Superintendent	09/25/2017	Yes			Yes
3.2.1	09/25/2017	Yes			Yes
3.2.2	09/25/2017	Yes			Yes
3.2.3	09/25/2017	Yes			Yes
3.2.4	09/25/2017	Yes			Yes
3.3 Superintendent Accountability and Performance	09/25/2017	Yes			Yes
3.3.1	09/25/2017	Yes			Yes
3.3.2	09/25/2017	Yes			Yes
3.3.3	09/25/2017	Yes			Yes
3.3.4	09/25/2017	Yes			Yes
3.3.5	09/25/2017	Yes			Yes

51

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Meeting
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
March 26, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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
GOVERENCE PROCESS (GP) POLICIES					
4.0 Global Governance Commitment	12/11/2017	Yes			Yes
4.0.1	12/11/2017	Yes			Yes
4.0.2	12/11/2017	Yes			Yes
4.1 Governing Style	10/23/2017	Yes			Yes
4.1.1	10/23/2017	Yes			Yes
4.1.2	10/23/2017	Yes			Yes
4.1.3	10/23/2017	Yes			Yes
4.1.4	10/23/2017	Yes			Yes
4.1.5	10/23/2017	Yes			Yes
4.1.6	10/23/2017	Yes			Yes
4.2 School Board Job Products	10/23/2017	Yes			Yes
4.2.1	10/23/2017	Yes	To conduct a more robust Community Linkage		Yes
4.2.2	10/23/2017	Yes			Yes
4.2.2 - A	10/23/2017	Yes			Yes
4.2.2 - B	10/23/2017	Yes			Yes
4.2.2 - C	10/23/2017	Yes			Yes
4.2.2 - D	10/23/2017	Yes			Yes
4.2.3	10/23/2017	Yes			Yes

52

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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	10/23/2017	Yes	To conduct a more robust Community Linkage		Yes
4.3.1	10/23/2017	Yes			Yes
4.3.2	10/23/2017	Yes			Yes
4.3.3	10/23/2017	Yes			Yes
4.4 Officer Roles	09/25/2017	Yes			Yes
4.4.1	09/25/2017	Yes			Yes
4.4.1.1	09/25/2017	Yes			Yes
4.4.1.2	09/25/2017	Yes			Yes
4.4.1.3	09/25/2017	Yes			Yes
4.4.1.4	09/25/2017	Yes			Yes
4.4.1.5	09/25/2017	Yes			Yes
4.4.1.6	09/25/2017	Yes			Yes
4.4.1.7	09/25/2017	Yes			Yes
4.4.1.8	09/25/2017	Yes			Yes
4.4.1.9	09/25/2017	Yes			Yes
4.4.2	09/25/2017	Yes			Yes
4.4.3	09/25/2017	Yes			Yes
4.4.4	09/25/2017	Yes			Yes
4.5 School Board Members' Code of Conduct	09/25/2017	Yes			Yes

53

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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	09/25/2017	Yes			Yes
4.5.2	09/25/2017	Yes			Yes
4.5.2.1	09/25/2017	Yes			Yes
4.5.2.2	09/25/2017	Yes			Yes
4.5.2.3	09/25/2017	Yes			Yes
4.5.3	09/25/2017	Yes			Yes
4.5.3.1	09/25/2017	Yes			Yes
4.5.3.2	09/25/2017	Yes			Yes
4.5.4	09/25/2017	Yes			Yes
4.5.5	09/25/2017	Yes			Yes
4.5.6	09/25/2017	Yes			Yes
4.5.7	09/25/2017	Yes			Yes
4.5.7.1	09/25/2017	Yes			Yes
4.5.7.2	09/25/2017	Yes			Yes
4.5.7.3	09/25/2017	Yes			Yes
4.5.7.4	09/25/2017	Yes			Yes
4.5.7.5	09/25/2017	Yes			Yes
4.5.7.6	09/25/2017	Yes			Yes
4.5.7.7	09/25/2017	Yes			Yes
4.6 Process for Addressing School					

54

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Meeting
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
March 26, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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
Board Member Violations	09/25/2017	Yes			Yes
4.6.1	09/25/2017	Yes			Yes
4.6.2	09/25/2017	Yes			Yes
4.6.3	09/25/2017	Yes			Yes
4.6.4	09/25/2017	Yes			Yes
4.6.4.1	09/25/2017	Yes			Yes
4.6.4.2	09/25/2017	Yes			Yes
4.7 School Board Committee Principles	09/25/2017	Yes			Yes
4.7.1	09/25/2017	Yes			Yes
4.7.2	09/25/2017	Yes			Yes
4.7.3	09/25/2017	Yes			Yes
4.7.4	09/25/2017	Yes			Yes
4.8 School Board Committee Structure	09/25/2017	Yes			Yes
4.8.1	09/25/2017	Yes			Yes
4.8.2	09/25/2017	Yes			Yes
4.8.3	09/25/2017	Yes			Yes
4.8.4	09/25/2017	Yes			Yes

Record of Board Self-Evaluation
Governance Policies
(July 2017 – June 2018)

Monitoring 2016-2017 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
4.9 Governance Investment	10/23/2017	Yes			Yes
4.9.1	10/23/2017	Yes			Yes
4.9.1.1	10/23/2017	Yes			Yes
4.9.1.2	10/23/2017	Yes			Yes
4.9.1.3	10/23/2017	Yes			Yes
4.9.2	10/23/2017	Yes			Yes
4.9.3	10/23/2017	Yes			Yes
4.10 Operation of the School Board Governing Rules	09/25/2017	Yes			Yes
4.10.1	09/25/2017	Yes			Yes
4.10.1.1	09/25/2017	Yes			Yes
4.10.1.2	09/25/2017	Yes			Yes
4.10.1.3	09/25/2017	Yes			Yes

56

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.4
September 10, 2018
GP 4.4

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: September 1, 2017 – September 1, 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

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.4
September 10, 2018
GP 4.4

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				
4.4.1	Sept 24, 2018				
4.4.1.1	Sept 24, 2018				
4.4.1.2	Sept 24, 2018				
4.4.1.3	Sept 24, 2018				
4.4.1.4	Sept 24, 2018				
4.4.1.5	Sept 24, 2018				
4.4.1.6	Sept 24, 2018				
4.4.1.7	Sept 24, 2018				
4.4.1.8	Sept 24, 2018				
4.4.1.9	Sept 24, 2018				
4.4.2	Sept 24, 2018				
4.4.3	Sept 24, 2018				
4.4.4	Sept 24, 2018				

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.5
September 10, 2018
GP 4.5

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: September 1, 2017 – September 1, 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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.5
September 10, 2018
GP 4.5

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.5
September 10, 2018
GP 4.5

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				
4.5.1	Sept 24, 2018				
4.5.2	Sept 24, 2018				
4.5.2.1	Sept 24, 2018				
4.5.2.2	Sept 24, 2018				
4.5.2.3	Sept 24, 2018				
4.5.3	Sept 24, 2018				
4.5.3.1	Sept 24, 2018				
4.5.3.2	Sept 24, 2018				
4.5.4	Sept 24, 2018				
4.5.5	Sept 24, 2018				
4.5.6	Sept 24, 2018				
4.5.7	Sept 24, 2018		See attached updated Training Schedule		
4.5.7.1	Sept 24, 2018				
4.5.7.2	Sept 24, 2018				
4.5.7.3	Sept 24, 2018				
4.5.7.4	Sept 24, 2018				
4.5.7.5	Sept 24, 2018				
4.5.7.6	Sept 24, 2018				
4.5.7.7	Sept 24, 2018				

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		
		Beyond Diversity	05/11/16 & 05/12/16	Golden Valley
		2017 Annual Leadership Conference	01/12/17	
		2018 Annual Leadership Conference	01/11/18	
		Phase IV Orientation	09/15/18	Maple Grove (Dave not confirmed)
2	Elaine Larabee	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 I Orientation	12/12/14	St. Cloud
		2015 Annual Leadership Conference	01/15/15	Minneapolis
		Phase III Orientation	04/11/15	Brooklyn Park
		Phase IV Alternative approved by Chair		
		2015 Advocacy Meeting	09/17/15	
		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	01/12/16	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	12/06/13	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	

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	01/12/16	Minneapolis
		Phase II Orientation	01/13/16	Minneapolis
		Phase III Orientation	To be completed	
		Phase IV Orientation	10/13/17	
		Officer's Workshop	02/13/18	
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	
		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	4/20/2019	
	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	
		Phase III Orientation	4/19/2018	
		Phase IV Orientation	4/20/2019, 9/1 5/18	
		Officer's Workshop	02/13/18	
		Phase IV Orientation	09/15/18	
	Brenda Haynes	2017 MSBA Officers Training (Board Clerk)	02/15/17	Maple Grove
		Introduction to Policy Governance Seminar (by Stacy Sjogren)	4/13/2018	

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.6
September 10, 2018
GP 4.6

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: September 1, 2017 – September 1, 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				
4.6.1	Sept 24, 2018				
4.6.2	Sept 24, 2018				
4.6.3	Sept 24, 2018				
4.6.4	Sept 24, 2018				
4.6.4.1	Sept 24, 2018				

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.6
September 10, 2018

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				

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.7
September 10, 2018

GP 4.7

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: September 1, 2017 – September 1, 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				
4.7.1	Sept 24, 2018				
4.7.2	Sept 24, 2018				
4.7.3	Sept 24, 2018				
4.7.4	Sept 24, 2018				

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.8
September 10, 2018
GP 4.8

**Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: September 1, 2017 – September 1, 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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.8
September 10, 2018

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				
4.8.1 Community Linkage Committee	Sept 24, 2018				
4.8.2 Policy Committee	Sept 24, 2018				
4.8.3 Board Development Committee	Sept 24, 2018				
4.8.4 Negotiations Committee	Sept 24, 2018				

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

EDEN PRAIRIE SCHOOLS
Independent School District
Eden Prairie, Minnesota

School Board Workshop
Board Work-Governance Process Policies w/Grid Sheet for 4.10
September 10, 2018
GP 4.10

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
Monitoring: September 1, 2017 – September 1, 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				
4.10.1	Sept 24, 2018				
4.10.1.1	Sept 24, 2018				
4.10.1.2	Sept 24, 2018				
4.10.1.3	Sept 24, 2018				

Adopted: 10/22/13
Revised:

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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
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				

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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
GOVERENCE 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				

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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				

72

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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				
4.6 Process for Addressing School	09/24/2018				

73

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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
Board Member Violations					
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				
4.8.4	09/24/2018				

74

EDEN PRAIRIE SCHOOLS
Independent School District 272
Eden Prairie, Minnesota

School Board Workshop
Board Work-Record of Self Evaluation-Policy Monitoring of BMD's & GP's
September 10, 2018

Record of Board Self-Evaluation
Governance Policies
(July 2018 – June 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
4.9 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				

75

Superintendent's Recommendation

In June of 2017 the superintendent made a recommendation to serve our birth to 3 year-old programs at the lower campus, move our 4 year-old preschool programming to our 5 elementary sites and move 6th grade to the middle school. You will find the specific changes that were included in the recommendation for each level on the following slides. This is to ensure clarity of the recommendation for the workshop discussion.

PHASE 2 FOCUS
GRADE CONFIGURATION

Birth to 3-year-olds
Lower Campus, Administrative Center

4-year-old preschool - 5th grade
Elementary School Buildings

6th - 8th grade
Central Middle School

EPHS

9th - 12th grade

BIRTH TO 3-YEAR-OLDS

Birth to 3-year-olds
Lower Campus, Administrative Center

LOWER CAMPUS LOCATION

- Vacate pre-k Education Center (leased) spaces and move programming to lower campus at the administrative center
- Birth to 3-year-old Early Childhood Family Education (ECFE) Birth to 3-year-old Early Childhood Special Education (ECSE)
- Community Education offices

PreK-5th Grade

4 Year Old Preschool at Each Elementary Site

- The five elementary sites would each host 4 year preschool.

- Limited necessary changes would be made to bathrooms, playgrounds, lunchrooms.

- Separate transportation would be provided to qualifying families (no change in practice).

- Current EHSI families could opt for the Oakpoint location to provide continuity of pickup or dropoff.

- The start times would be staggered from elementary start times as necessary to accommodate transportation.

4-year-old preschool - 5th grade

Elementary School Buildings

6-8th Grade at CMS

6th Grade Added to CMS

Approximately 24 classrooms added

Additional Gym Space

Cafeterias Expanded

Music Areas Expanded

The Addition of a Performing Arts Space Added

Buildlingwide Updates to Spaces That Support Personalized Learning

EDEN PRAIRIE SCHOOLS
Inspiring Each Student Every Day

Designing Pathways Board Workshop Discussion

We have been reviewing information about the Designing Pathways facilities recommendations throughout the 2017-18 school year, based on questions we asked of Dr. Swanson and his team. Given the information received in the presentation of survey results at the last business meeting we will have a dialogue during our upcoming workshop. Board members should think about the following questions prior to the workshop to help guide our discussion.

- Do you need more information regarding the 6-8 Middle School recommendation?
- Do you need more information regarding the Pre-K recommendation?
- After having reviewed information related to our questions throughout the 17-18 school year, what questions do you still have?
- What information do you need regarding financing options for Designing Pathways?
- What information do you need regarding the timing of a decision making process for Designing Pathways?
- What other information do you need to help in your decision making process?

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

83

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: *Representing Your Community Through Policy & Engagement* 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: *"Rock the Barn" Fundraiser* 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.**	
*****EPHS – Homecoming Week*****		**Week of September 24, 2018**		
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 Tibebu (2008 Graduate of EPHS) – Founders of Anxiety in Teens	**Monday, October 8, 2018**	**EPHS Auditorium**	**7:00 p.m.**	**Attendees: N/A** – School Board Workshop
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)

84

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)

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
"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.	

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)

AMSD Annual Policy Conference – This year's there is: *Pursuing a Funding System that Ensures Equity, Access and Opportunity for All Students*	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		

86

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**			• Resolution: "Call the General Election" • Schedule Candidate Information Sessions		•Monthly Reports •Student Handbooks: - 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	•EL 2.1 Emergency Supt. Succession •EL 2.2 Treatment of Students •EL 2.7 Asset Protection	•*Designing Pathways Information*	•Record of Board Self-Evaluation		•Monthly Reports		
Post Meeting Board Workshop Mon, Aug 27, 2018							•School Board Mtg. Self-Assessment
Board Workshop Mon, Sept 10, 2018 6:00 PM							•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

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			
							•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	•EL 2.3 Treatment of Parents •EL 2.6 Financial Management &Operations •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 •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	•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 •Record of Board Self-Evaluation		•Monthly Reports	Superintendent Incidentals: • FY 2017-18 Year-end Preliminary Financial Report •FY 2018-19 Preliminary Enrollment Report	

88

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			
	• GP 4.10 Operation of the School Board Governing Rules						
Post Meeting Board Workshop Mon, Sept 24, 2018							• School Board Mtg. Self-Assessment
Board Workshop Mon, Oct 8, 2018 6:00 PM							• 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	• Ends 1.1, 1.2, 1.3 Evidence (FY 2017-18) • EL 2.4 Treatment of Staff • EL 2.8 Compensation and Benefits • 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	• Record of Board Self-Evaluation • Resolution Awarding the Sale of Refunding Bonds		• Monthly Reports	Superintendent Incidentals: • Enrollment Report as of Oct. 1, 2018 -Exec. Summary -Capture Rate -History & Projection Totals -Official October 1 Enrollment Count	

89

EDEN PRAIRIE SCHOOL BOARD
2018-2019 ANNUAL WORK PLAN

Board Meetings
Board Workshops
Other Meetings

<p style="color:red; text-align:center;">AUGUST 27, 2018</p>

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			
						•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*							•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)	•_Closed Session:_ Review of FY 2017-18 Superintendent Goals	•FY 2018-19 Superintendent Goal Setting	•Treasurer's Report	•Monthly Reports	•FY 2017-18 Audited Financial Presentation	

90

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 <u>Mon, Nov 19, 2018</u>							•School Board Mtg. Self-Assessment
Board Meeting Mon, Dec 10, 2018 6:00 PM	•EL 2.5 Financial Planning and Budgeting •EL 2.0 Global Executive Constraint ――― •GP 4.0 Global Governance Commitment		•Approval of Final FY 2019-20 Levy ――― •Record of Board Self-Evaluation		•Monthly Reports	•Truth in Taxation Hearing ――― • 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

Board Meeting or Board Workshop Type, Date and Time	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes	Supt Consent Agenda Items	Board Education & Required Reporting	Workshop Topic(s)
*****2019***** **Annual Organizational Meeting Mon, Jan 7, 2019 6:00 PM**			• 2018 Annual Organizational Mtg. - Election of Officers - School Board Compensation - School Board Calendar • Approval of School Board Meeting Calendar: Jul 1, 2019 through		•2018 Annual School District Organizational Items: - School District Newspaper - School District Depository/Financial Institutions - Money Wire Transfers - Early Claims Payment		

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		

92

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			
		•FY 2019-20 Budget Timelines – *First Reading* •FY 2019-20 Budget Assumptions – *First Reading*	•Record of Board Self-Evaluation				
Post Meeting Board Workshop Mon, Jan 28, 2019							•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							•Confirm agenda for next Board Workshop
Board Meeting Mon, Feb 25, 2019 6:00 PM		•Resolution Awarding the Sale of Facility Maintenance Bonds •Record of Board Self-Evaluation			• 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							•School Board Meeting Self-Assessment

93

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		• FY 2019-20 Capital Budget – *First Reading* • Final FY 2019-20 Budget Assumptions	•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		• FY 2019-20 School Board Work Plan – *First Reading* • FY 2019-20 School Board Budget – *First Reading*	•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*		• FY 2019-20 Budget – *First Reading*	•Approval of FY 2019-20 School Board Work Plan •Approval of FY 2019-20 School Board Budget ——— •Record of Board Self-Evaluation		•Monthly Reports •MSHSL Resolution for Membership •Approval of FY 2019-20 School Meal Prices		
Post Meeting Board Workshop <u>Mon, May 20, 2019</u>*							•School Board Meeting Self-Assessment
Board Workshop <u>Mon, June 10, 2019</u> **6:00 PM**							•Confirm agenda for next Board Workshop
Board Meeting <u>Mon, June 24, 2019</u> **6:00 PM**	•EL 2.9 Communication and Support to the School Board (Semi-annual) •Ends 1.1, 1.2, 1.3 OI (FY 2019-20)		•Approval of FY 2019-20 Budget •ISD 287 10-Year Facilities Maintenance Resolution ——— •Record of Board Self-Evaluation		•Monthly Reports •EPS 10-Year Facilities Maintenance Plan •Q-Comp Annual Report •Annual Review of District Mandated Policies •Approval of Updated District Policies	• FY 2018-19 Annual Overnight /Extended Trip Report	
Post Meeting Board Workshop <u>Mon, Jun 24, 2019</u>							•School Board Meeting Self-Assessment

*May Meeting dates changed due to Memorial Day

95

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			