

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: 7:30 a.m.** **(Roll Call)**
Call to Order:
 School Board Roll Call
 Dave Espe, Elaine Larabee, Greg Lehman, Holly Link, Adam Seidel, Terri Swartout
2. **Pledge of Allegiance: 7:30 a.m.**
3. **Agenda Review and Approval: 7:35 a.m.** **(Action)**
 Approval of the Emergency Meeting agenda of the School Board of Independent School District 272, Eden Prairie Schools held on Wednesday, January 24, 2018.

Motion _____ Seconded _____
4. **Approval of Previous Minutes: 7:35 a.m.** **(Action)** 3
 Approval of the January 8, 2018 Unofficial Minutes from the Organizational Meeting .

Motion _____ Seconded _____
5. **Board Work: 7:40 a.m.** **(Action)**
 A. Required Board Action **(Action)**
 1) Appointment of Board Member to Fill Vacant Seat - Approval

Motion _____ Seconded _____
6. **Superintendent Consent Agenda: 7:50 a.m.** **(Action)**
Management items the Board would not act upon in Policy Governance, but require Board approval from outside entities.

Motion _____ Seconded _____

 - A. Monthly Reports
 - 1) Resolution of Acceptance of Donations 7
 - 2) Human Resources Report 9
 - 3) Business Services Reports
 - a. Board Business 11
 - b. Financial Report - Monthly Revenue/Expenditure Report
 - (1) Monthly Revenue/Expenditure Report, Dec 2017 12
 - (2) Monthly Revenue/Expenditure Report, Nov 2017 13
 - B. Fiscal Year (FY) 2019 Capital Budget for Buses
 - 1) Executive Summary 14
 - C. Seek Bids - Concrete Work 15
 - D. Seek Bids - Lighting Upgrades 16
 - E. Bid Award - Data switches, wireless access points, wireless controller license including all implementation and maintenance services. 17
 - F. Approval of Agreement with Building & Grounds 18
 7. **Board Work Plan: 7:55 a.m.**
 - A. "Proposed" Work Plan Changes Document **(Action)** 19

Motion _____ Seconded _____

Motion _____ Seconded _____

8. Adjournment: _____ a.m.

(Action)

MOTION to adjourn the Wednesday, January 24, 2018 Meeting of the Eden Prairie School Board at _____ **a.m.**

Motion _____ Seconded _____

INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE JANUARY 8, 2018
SCHOOL BOARD ORGANIZATIONAL MEETING

The organizational meeting of the Independent School District 272 School Board was held on the 8th day of January, 2018 in the Administrative Services Center, located at 8100 School Road, Eden Prairie, Minnesota.

1. Convene

A. Call to order

Chair E. Larabee called the meeting to order at 6:00 p.m.

B. School Board Roll Call

Board Members Present: Dave Espe, Elaine Larabee, Greg Lehman, Holly Link, Adam Seidel, Terri Swartout

Not Present: John Kohner

Superintendent: Josh Swanson

2. Pledge of Allegiance

3. Oath of Office for Newly Elected School Board Members

I swear that I will support the Constitution of the United States and of this State, and that I will discharge faithfully the duties of the office of School Board Member of Independent School District 272 to the best of my judgment and ability.

4. Agenda Review and Approval

MOTION by D. Espe, Seconded by G. Lehman to approve the agenda for the Monday, January 8, 2018 of Independent School District 272, Eden Prairie Schools - Passed

5. Approval of Previous Minutes

MOTION by H. Link, Seconded by G. Lehman to approve the Unofficial Minutes of the Regular Business Meeting held on November 27, 2017 and December 11, 2017, as well as the Truth in Taxation Hearing on December 11, 2017 – Passed

6. ELECTION OF OFFICERS

MOTION by H. Link, Seconded by G. Lehman to nominate a slate of officers to the School Board:

A. Election of Chair: Elaine Larabee to serve as the Board Chair

Elaine Larabee was re-elected chair of the School Board for Independent School District 272, Eden Prairie, for the calendar year January 8, 2018 through December 31, 2018.

B. Election of Vice Chair: Dave Espe to serve as the Board Vice Chair

Dave Espe was re-elected vice chair of the School Board for Independent School District 272, Eden Prairie, for the calendar year January 8, 2018 through December 31, 2018.

C. Election of Clerk: Adam Seidel to serve as the Board Clerk.

Adam Seidel was elected clerk of the School Board for Independent School District 272, Eden Prairie, for the calendar year January 8, 2018 through December 31, 2018.

D. Election of Treasurer: Holly Link to serve as the Board Treasurer

Holly Link was re-elected treasurer of the School Board for Independent School District 272, Eden Prairie, for the calendar year January 8, 2018 through December 31, 2018.

7. Annual Organizational Meeting

A. Approval of School Board Compensation

The compensation for School Board Members of Independent School District 272, Eden Prairie, MN, for the calendar year January 1, 2018 through December 31, 2018 will be \$4,800.00 (no change), and the School Board Chair's compensation will be \$6,600 per year (also no change).

MOTION by H. Link, Seconded by G. Lehman approving the School Board Compensation to remain the same as previous year, no change – Passed.

AMENDMENT by E. Larabee, Seconded by G. Lehman to add \$75.00/month or \$900 annually to the compensation of the Vice Chair position due to its importance, value, and extra involvement – YEAS-5, NAES-1, Passed 5-1

ORIGINAL MOTION as AMENDED – Passed

B. Approval of School Board Meeting Calendar

1) Tentative dates for School Board Meetings from January 2018 through June 2018 are below:



January through June 2018 School Board Meeting Schedule			
Date	Time	Meeting Type	Location
January, 2018			
Monday, Jan 8, 2018	6:00PM	Annual Organizational Meeting	Administrative Services Center
Monday, Jan 8, 2018	6:30PM	Board Workshop	Administrative Services Center
Monday, Jan 22, 2018	6:00PM	Regular Business Meeting Post Meeting Board Workshop	Administrative Services Center
February, 2018			
Monday, Feb 12, 2018	5:00 – 7:00PM	Joint Meeting: Eden Prairie School Board and Eden Prairie City Council	Administrative Services Center
	6:00PM 7:00PM	Board Workshop	
Monday, Feb 26, 2018	6:00PM	Regular Business Meeting Post Meeting Board Workshop	Administrative Services Center
March, 2018			
Monday, Mar 12, 2018	6:00PM	Board Workshop	Administrative Services Center
Monday, Mar 26, 2018	6:00PM	Regular Business Meeting Post Meeting Board Workshop	Administrative Services Center
April, 2018			
Monday, Apr 9, 2018	6:00PM	Board Workshop	Administrative Services Center
Monday, Apr 23, 2018	6:00PM	Regular Business Meeting Post Meeting Board Workshop	Administrative Services Center
May, 2018			
Monday, May 7, 2018*	6:00PM	Board Workshop	Administrative Services Center
Monday, May 21, 2018*	6:00PM	Regular Business Meeting Post Meeting Board Workshop	Administrative Services Center
June, 2018			
Monday, June 4, 2018*	6:00PM	Board Workshop	Administrative Services Center
Monday, June 18, 2018*	6:00PM	Regular Business Meeting Post Meeting Board Workshop	Administrative Services Center

*Regular meeting date changed due to Memorial Day Holiday on Monday, May 28, 2018

MOTION by G. Lehman, Seconded by H. Link to affirm tentative dates for board meetings from January 2018 through June 2018 – Passed

- 2) Meeting dates after July 1, 2018 will be determined at a future meeting.

MOTION by T. Swartout, Seconded by G. Lehman to determine dates after July 1, 2018 at a future meeting – Passed

C. Resolution for Combined Polling Places for the 2019 School General Election(s)

MOTION by A. Seidel, Seconded by G. Lehman to adopt the *Resolution for Combined Polling Places for the 2019 School General Election(s)* as presented – Passed 6-0

1. Dave Espe Yes
2. John Kohner Not present
3. Elaine Larabee Yes
4. Greg Lehman Yes
5. Holly Link Yes
6. Adam Seidel Yes
7. Terri Swartout Yes

D. Appointment of the West Metro Education Program (WMEP) Representative: Dave Espe

E. Appointment of Intermediate District 287 (ISD 287) Representative: Greg Lehman

8. School Board Business

A. Approval to Accept Board Member Resignation

MOTION by H. Link, Seconded by G. Lehman to accept the resignation of Board Member John Kohner Board
– Passed

9. Superintendent Consent Agenda

A. Annual District Organizational Items

1. Designate District Newspaper

Designate Eden Prairie News, as the official newspaper for calendar year January 1, 2018 through December 31, 2018.

2. Designate District Depository/Financial Institutions

Appoint US Bank, Minnesota School District Liquid Asset Fund Plus, Associated Bank, PMA Financial Network, Wells Fargo Bank, Royal Credit Union, and other financial institutions as deemed necessary, as authorized financial institutions for Independent School District 272 for the calendar year January 1, 2018 through December 31, 2018.

3. Appointment of Money Wire Transfers

Appoint US Bank, Minnesota School District Liquid Asset Fund Plus, Associated Bank, PMA Financial Network, Wells Fargo Bank, Royal Credit Union, and other financial institutions as deemed necessary, as authorized financial institutions for Independent School District 272 for the calendar year January 1, 2018 through December 31, 2018. The Executive Director of Business Services or his/her designee is given the authority to invest surplus funds without prior approval of the School Board within the limitations set by law and district policy and to complete required wire transfers with notification to the School Board by the next meeting or as needed.

4. Authorization for Early Claims Payments

The Superintendent or designee is authorized to pay appropriate claims in advance of School Board authorizations in order to expedite vendor payments and to utilize discount privileges, but that such claims shall be reported to the School Board from January 1, 2018 through December 31, 2018.

5. Designate District Legal Counsel

The School Board authorizes the Superintendent or designee to contact local attorneys or any other attorney licensed in Minnesota, as may from time to time be deemed appropriate, for District legal services on an “as needed” basis during calendar year 2018.

6. Appointment of School District Responsible Authority

Pursuant to the provisions of MN Statutes, Section 13.02, Subdivision 16, as amended, the Superintendent is hereby appointed Responsible Authority for Independent School District 272 for the calendar year January 1, 2018 through December 31, 2018.

7. Appointment of Deputy Clerk and Deputy Treasurer

Appoint the Executive Director of Business Services as Deputy Clerk and Deputy Treasurer of the School Board for Independent School District 272 for the calendar year January 1, 2018 through December 31, 2018.

8. Machine-Signed Signature Authorization

Authorize the use of the facsimile demand deposit signature plate using the names of Elaine Larabee, Chair, Adam Seidel, Clerk and Holly Link, Treasurer, for the calendar year January 8, 2018 through December 31, 2018.

9. Authorization to Sign Contracts

Authorize the Superintendent or Executive Director of Business Services to execute contracts and purchase orders for goods and services contained within the Board approved budget for Independent School District 272 for the calendar year January 1, 2018 through December 31, 2018.

10. Approval of Local Education Agency (LEA) Representative

Approve the Superintendent or Designee as the Local Education Agency (LEA) Representative for the calendar year January 1, 2018 through December 31, 2018.

11. Designation of Identified Official with Authority for the MDE External User Access Recertification System (IoWA)

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Superintendent/Director recommends the

Board authorize Joshua Loren Swanson to act as the Identified Official with Authority (loWA), and Brenda Haynes to add and remove names as the loWA for the Eden Prairie Public School District 0272-01 for the calendar year January 1, 2018 through December 31, 2018.

MOTION by D. Espe, Seconded by A. Seidel to approve the Superintendent Consent Agenda as Presented – Passed

10. ADJOURNMENT

MOTION by A. Seidel, Seconded by H. Link to adjourn the January 8, 2018 meeting of the Eden Prairie School Board at 6:13 p.m.

Adam Seidel, Board Clerk

Monthly Reports – Resolution of Acceptance of Donations

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

Cedar Ridge Elementary:

- Donation of \$60.00 – Ms. Huestis – Funds to be used to enhance nature/outdoor curriculum.
- Donation of \$105.00 – Ms. Patricia Magnuson (SC Johnson Giving Educational Matching Gifts Program) – Funds to be used to enhance nature/outdoor curriculum.
- Donation of \$75.00 – Ms. Carrie Twedt (Wells Fargo Foundation Educational Matching Gifts Program) – Funds will be used to support curriculum. (12/8/17)
- Donation of \$75.00 – Ms. Jennifer Stratton (Wells Fargo Foundation Educational Matching Gifts Program) – Funds will be used to enhance curriculum. (12/27/17)
- Donation of \$75.00 – Ms. Carrie Twedt (Wells Fargo Foundation Educational Matching Gifts Program) – Funds will be used to enhance curriculum. (12/27/17)
- Donation of \$75.00 – Ms. Jennifer Stratton (Wells Fargo Foundation Educational Matching Gifts Program) – Funds will be used to enhance curriculum. (12/27/17)
- Donation of \$1,000.00 – Walmart (Giver Unknown) – Funds will be used for outdoor curriculum.
- Donation of \$105.00 – Wells Fargo Foundation Educational Matching Gifts Program (Giver Unknown) – Funds used for outdoor curriculum.
- Donation of \$1,000.00 – Target Corporation (Grant/Brett Nielsen) – Funds to be used by the gym for soccer balls.

Community Education:

- Donation of \$750.00 – EPAM Rotary Foundation Grant – Funds to be used for bus passes for Eden Prairie families experiencing transportation barriers.

Eden Lake Elementary:

- Donation of \$1,006.00 – General Mills-Box Tops Education (Clara City, MN) – Funds used for supplemental supplies.
- Donation of a trombone, a trumpet, a mute, and a music stand by Christe Miller – Music equipment to be used in music classrooms.

Eden Prairie High School:

- Donation of \$250.00 – Carrie Montero (Dollars for Doers Contribution in recognition of the volunteer service provided by Blue Cross employee – Carrie Montero).

Forest Hills Elementary:

- Donation of \$20.00 – Starr Bourque (Memoriam for Harriett Rae Wyland) – Funds to be used to purchase additional books for the Secret Library and Media Center on the subject of nursing, public health, and families.
- Donation of 10.00 – Brenda Haag (Memoriam for Harriett Rae Wyland) – Funds to be used to purchase additional books for the Secret Library and Media Center on the subject of nursing, public health, and families.
- Donation of \$10.00 – Michelle Saylor (Memoriam for Harriett Rae Wyland) – Funds to be used to purchase additional books for the Secret Library and Media Center on the subject of nursing, public health, and families.

Prairie View Elementary:

- Donation of \$25.00 – Tim & Mary Boerger (GiveMN.org) – Funds will be used for years to come by present and forthcoming students.

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- Donation of \$50.00 – Elizabeth Lindner (GiveMN.org) – Funds will be used for years to come by present and forthcoming students.
 - Donation of \$569.50 – Box Tops for Education – Funds will be used to support curriculum at Prairie View.
 - Donation of \$173.14 – PTO (Rachel Nave) – Funds to be used for Leveled Library supplies.
 - Donation of \$672.21 – PTO (Rachel Nave) – Funds to be used to purchase Blank Classroom Books.
 - Donation of \$157.83 – PTO (Rachel Nave) – Funds to be used for Playground Equipment.
 - Donation of \$2748.00 – PTO (Rachel Nave) – Funds to be used for community service learning project.
 - Donation of \$500.00 – Benevity Community Impact Fund (Employees of UnitedHealth Group) – Funds to be used to support curriculum.
 - Donation of \$37.15 – Skybridge Americas, Inc. (Coca-Cola GIVE Program) – Funds will be used to support curriculum.
 - Donation of \$346.00 – Lifetouch National School Studios (Commission check for the Fall Individuals 2017-2018 Program). Funds will be used to support curriculum.
 - Donation of \$2000.00 – Donna K. Kazanowski – Funds to be used for third grade field trips.

SUPERINTENDENT CONSENT AGENDA

A. Semi-Monthly Reports

HUMAN RESOURCES

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

a. Resignation/Retirements

Klinge, Cory – Instructional Excellence Coordinator, Administrative Services Center, effective 1/2/2018.

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

a. New Hires

Foley, Thomas – Maintenance Operations Coordinator, Forest Hills Elementary and Prairie View Elementary, 8 hours/day, 5 days/week, 260 days/year, effective 1/15/2018.

3. Human Resources - Licensed Staff

a. New Hires

Anderson, Tara – TOSA – Personalized Exploration, 0.15 FTE, Central Middle School, effective 4/9/2018 through 6/8/2018.

Borchardt, Amy – Family & Consumer Sciences, 1.0 FTE, Eden Prairie High School, effective 1/3/2018.

Evans, Linda – Special Education, 1.0 FTE, TASSEL, effective 12/11/2017 through 6/8/2018.

Howard, Mackenzie – Special Education, 1.0 FTE, Prairie View Elementary and Oak Point Elementary, effective 1/3/2018 through 6/8/2018.

Schuster, Katherine – Title 1 Teacher, 1.0 FTE, Oak Point Elementary, effective 1/8/2018 through 6/8/2018.

Spratt, Hayley – Title 1 Teacher, 1.0 FTE, Oak Point Elementary, effective 1/8/2018 through 6/8/2018.

b. Resignation/Retirements

Morice Haug, Ana – TOSA – Interventionist, 0.5 FTE, Eagle Heights Spanish Immersion, effective 12/21/2017.

Swaggert, Beth – Nurse, 0.8 FTE, Central Middle School, effective 4/9/2018.

Torrent, Courtney – Foreign Language/Spanish, 0.875 FTE, Forest Hills Elementary, Eden Lake Elementary, Prairie View Elementary, effective 1/5/2018.

4. Human Resources - Classified Staff

a. New Hires

CLASS

Mohamed, Basimo – Somali Cultural Liaison, Early Childhood, 8 hours/day, 5 days/week, 185 days/year, effective 1/8/2018.

FOOD SERVICE

Gupta, Asha – Food Service Assistant I – Floater, Eden Prairie High School, 4 hours/day, 5 days/week, 177 days/year, effective 12/18/2017.

MSEA

Brush, Parker – Avid Tutor, Central Middle School, 5.55 hours/day, 2 days/week, 47 days/year, effective 1/4/2018.

Hirsi, Khadra – Special Education Paraprofessional, Oak Point Elementary, 6 hours/day, 5 days/week, 100 days/year, effective 1/3/2018 through 6/7/2018.

Hommerding, Meghan – Health Services Paraprofessional, Central Middle School, 7 hours/day, 5 days/week, 178 days/year, effective 1/3/2018.

Jakica, Isidora – Title 1 Paraprofessional, Eden Lake Elementary, 5.5 hours/day, 5 days/week, 97 days/year, effective 1/3/2018 through 6/7/2018.

Lescarbeau, Carrie – Early Childhood Paraprofessional, Little Eagles Preschool, 6.25 hours/day, 5 days/week, 185 days/year, effective 1/3/2018.

Rainer, Jerome – Special Education Paraprofessional, Central Middle School, 5.75 hours/day, 5 days/week, 178 days/year, effective 1/16/2018.

TRANSPORTATION

Barry, Jason – Bus Driver, Transportation, 5.27 hours/day, 5 days/week, 178 days/year, effective 1/10/2018.

Kantar, David – Bus Driver, Transportation, 4.81 hours/day, 5 days/week, 178 days/year, effective 1/8/2018.

b. Change in Assignment

TRANSPORTATION

Ogamba, Laverne – Bus Driver, Transportation, 7.2 hours/day, 5 days/week, 178 days/year, effective 12/20/2017.

c. Resignations/Retirements

BUILDING SERVICES

Rose, Kevin – Custodian – Night Lead, Oak Point Elementary, effective 1/31/2018.

CLASS

Andress, Janine – Office Professional – Early Childhood, Early Childhood, effective 12/29/2017.

FOOD SERVICE

Farr, Carla – Child Nutrition Manager, Cedar Ridge Elementary, effective 6/7/2018.

LITTLE EAGLES

Franciosi, Natalie – Preschool Teacher, Education Center, effective 1/11/2018.

MSEA

Gonsior, Christine – Special Education Paraprofessional, Central Middle School, effective 1/16/2018.

Martens, Jennifer – Crossing Guard, Oak Point Elementary, effective 12/21/2017.

TRANSPORTATION

Dimberg, Brian – Standby Driver, Transportation, effective 12/12/2017.

Olson, Paul – Bus Driver, Transportation, effective 1/17/2018.

Schear, Morris – Bus Driver, Transportation, effective 11/30/2017.

Board Business

General Consent Agenda

Approval of Payments, all funds, December 2017

Check #395125-395363	\$1,338,023.87
Electronic Disbursements	\$5,273,444.81
TOTAL	\$6,611,468.68

Acknowledgment of Electronic Transfers December 2017

INVEST DATE	FROM	TO	INTEREST RATE	MATURITY DATE	PRINCIPAL
12/01/17	PMA Financial	MNTrust	1.120%	12/22/17	\$2,577.54

EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Dec-17

REVENUES/TRANSFERS IN (BY SOURCE CODE)						
SOURCE	DESCRIPTION	MONTH TO DATE RECEIVED	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 448,222	\$ 16,609,636	\$ 23,829,769	69.70%	64.96%
021-040	TUITION	-	39,710	66,000	60.17%	10.57%
041-089	FEES & ADMISSIONS	4,605	589,229	903,000	65.25%	69.50%
090-199	MISC REVENUE	101,895	669,306	2,090,000	32.02%	24.32%
200-399	STATE AID	2,099,481	17,297,163	78,163,118	22.13%	23.11%
400-499	FEDERAL PROGRAMS	14,370	14,369	2,837,580	0.51%	0.92%
600-649	SALES	26,415	185,693	56,100	331.00%	64.41%
		\$ 2,694,988	\$ 35,405,107	\$ 107,945,567	32.80%	32.66%
	CAPITAL OUTLAY	106,164	314,985	10,121,162	3.11%	10.09%
	STUDENT ACTIVITIES	154,220	944,911	2,000,000	47.25%	45.35%
Revenue Notes:						

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)						
OBJECT	DESCRIPTION	MONTH TO DATE EXPENDED	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 6,300,191	\$ 26,795,120	\$ 73,760,043	36.33%	35.88%
200	BENEFITS	1,897,308	8,534,886	22,249,320	38.36%	38.80%
300	PURCHASED SVCS	542,595	3,873,993	7,218,486	53.67%	48.07%
400	SUPPLIES & EQUIPMENT	109,770	1,666,431	3,099,300	53.77%	38.77%
800	OTHER EXPENSES	8,704	101,143	202,701	49.90%	83.02%
900	TRANSFERS & CONTINGENCY	-	-	250,000	0.00%	0.00%
		\$ 8,858,568	\$ 40,971,573	\$ 106,996,600	38.29%	37.43%
	CAPITAL OUTLAY	675,662	6,583,737	9,855,573	66.80%	82.00%
	STUDENT ACTIVITIES	170,277	713,483	2,000,000	35.67%	44.21%
Expenditure Notes:						

EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Nov-17

REVENUES/TRANSFERS IN (BY SOURCE CODE)						
SOURCE	DESCRIPTION	MONTH TO DATE RECEIVED	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 8,288,584	\$ 16,161,414	\$ 23,829,769	67.82%	63.68%
021-040	TUITION	-	39,710	66,000	60.17%	10.57%
041-089	FEES & ADMISSIONS	66,518	584,624	903,000	64.74%	65.78%
090-199	MISC REVENUE	108,480	567,411	2,090,000	27.15%	20.26%
200-399	STATE AID	26,413	15,197,683	78,163,118	19.44%	20.93%
400-499	FEDERAL PROGRAMS	-	(1)	2,837,580	0.00%	0.55%
600-649	SALES	112,136	159,279	56,100	283.92%	59.48%
		\$ 8,602,130	\$ 32,710,119	\$ 107,945,567	30.30%	30.70%
	CAPITAL OUTLAY	(42,846)	208,821	10,121,162	2.06%	7.55%
	STUDENT ACTIVITIES	141,765	790,690	2,000,000	39.53%	38.26%
Revenue Notes:						

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)						
OBJECT	DESCRIPTION	MONTH TO DATE EXPENDED	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 6,269,739	\$ 20,494,929	\$ 73,760,043	27.79%	27.47%
200	BENEFITS	1,874,173	6,637,578	22,249,320	29.83%	30.32%
300	PURCHASED SVCS	848,034	3,331,398	7,218,486	46.15%	40.12%
400	SUPPLIES & EQUIPMENT	250,183	1,556,661	3,099,300	50.23%	34.42%
800	OTHER EXPENSES	4,828	92,439	202,701	45.60%	77.97%
900	TRANSFERS & CONTINGENCY	-	-	250,000	0.00%	0.00%
		\$ 9,246,957	\$ 32,113,006	\$ 106,996,600	30.01%	29.20%
	CAPITAL OUTLAY	572,195	5,908,075	9,855,573	59.95%	75.82%
	STUDENT ACTIVITIES	107,283	531,317	2,000,000	26.57%	37.73%
Expenditure Notes:						



January 22, 2018

To: Dr. Josh Swanson, Superintendent
From: Jason Mutzenberger, Executive Director of Business Services
Re: School Bus Purchases

The district is requesting permission to purchase buses in advance of the adoption of the fiscal year 2019 capital budget in order to have buses arrive as close to start of the school year as possible. It is best practice to start the school year with our bus fleet intact for the following reasons:

1. Students will have a consistent bus number the entire year.
2. Bus drivers will practice routes and train on a consistent vehicle.
3. Mechanic time is not wasted prepping older buses that will be replaced in a few months.

Current fleet statistics:

1. 117 vehicles in the fleet (Need 7.8 new buses on average annually to stay on a 15-year replacement cycle).
2. With this purchase, 5 regular education buses will be replaced due to high mileage and increasing maintenance costs.
3. With this purchase, 1 regular education Minneapolis Choice bus will be replaced due to high mileage and increasing maintenance costs.
4. With this purchase, 3 special education buses will be replaced due to high mileage and increasing maintenance costs.

Bus purchases will be made from the state contract, so bidding is not required. The estimated cost of the buses is \$885,000. Funding for 7 of the buses will be provided through the annual operating capital budget and funding for 2 of the special education buses will be provided through the assigned fund balance for medical assistance.



January 22, 2018

To: Dr. Josh Swanson, Superintendent
From: Business Office
Re: Seek Bids for Concrete Repair/Replacement District Wide.

The authorization to seek bids is required by state law and begins the process to make deferred maintenance upgrades which are part of the Long Term Facility Maintenance Revenue. This project will be to repair/replace concrete district wide. The majority of the work will be sidewalks, curbs, spillways, and structural support/repair of retaining walls.

There are spots within the district where concrete walkways, curbs and retaining walls are cracked and deteriorated to a condition where they need to be replaced/repared. Approval to seek bids will allow timely development of project specifications, plans, and drawings to solicit bids from contractors.

Funding for this project will come from the Long Term Facility Maintenance Revenue and is on the deferred maintenance list for summer 2018. Costs for this project are approximately \$250,000.



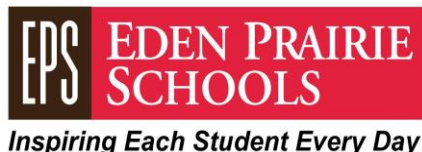
January 22, 2018

To: Dr. Josh Swanson, Superintendent
From: Business Office
Re: Seek Bids for Lighting Upgrades

The authorization to seek bids is required by state law and begins the process to make deferred maintenance upgrades which are part of the Long Term Facility Maintenance Revenue. This project is to replace old high-intensity discharge (HID) and compact fluorescent (CF) lighting with light emitting diode (LED) technology district wide. The majority of the work will be parking lots, wall pack lights, and interior lighting.

The lighting district wide is older technology and inefficient HID/CF lighting. This project will continue upgrading the lighting district wide to LED. This will allow us to capitalize on the rebates offered by the utility company and reduce the district annual energy usage. Approval to seek bids will allow timely development of project specifications, plans, and drawings to solicit bids from contractors.

Funding for this project will come from the Long Term Facility Maintenance Revenue and is on the deferred maintenance list for summer 2018. Costs for this project are approximately \$300,000.



January 15, 2018

To: Dr. Josh Swanson, Superintendent
From: Business Office
Re: Accept Bids for Wired and Wireless Network Infrastructure Updates

The Technology Department conducted a Request for Bid process for the update/replacement of aging, wired network switches, wireless access points, and wireless access point controller licenses. The current equipment is a subset of equipment which makes up the core, computer, networking infrastructure of Eden Prairie Schools. The equipment has reached an age where proactive replacement avoids failures, and also presents the opportunity for implementing modern technology and advanced features.

The estimated cost for equipment and services was over \$100,000, therefore an advertised, sealed bid process was utilized. The District will also be seeking E-Rate Category 2 funding for the equipment, therefore the E-Rate filing process was utilized in conjunction with the sealed bid process.

The Request for Bid included the following equipment along with implementation services and basic maintenance and support:

- 45 new, aggregate network switches to replace 45 existing switches at 5 school sites
- 2 new, core switches to replace one existing switch and add a second to provide resiliency and service expansion at Eden Prairie High School
- 249 new, wireless access points to replace 249 existing access points at Eden Prairie High School and Central Middle School
- 572 wireless, cloud controller licenses to manage the District's existing fleet of wireless access points across all sites

The opportunity was posted with USAC via E-Rate form 470 on December 12, 2017 and advertised in the newspaper on December 21, 2017. Bids were due January 11, 2018.

The bids were evaluated against an established matrix with weighted criteria to ensure best value, best features, and compatibility with the District's existing infrastructure and systems.

Based on analysis of the proposed solutions, and evaluation against the weighted criteria, the recommendation is to award contracts as follows:

1. Network Switches (47 total): Award to Matrix Communications with a bid of \$170,003 with optional implementation support up to an additional \$7000.
2. Wireless Access Points (249 total): Award to Advanced Productivity Computing with a bid of \$101,592.
3. Wireless Cloud Controller Licenses (572 total): Award to Advanced Productivity Computing with a bid of \$102,388 (total for 3-year licensing).

Funding for this equipment will come from the Capital Projects Levy and is being budgeted for the 2018-19 fiscal year. This equipment is eligible for 50% reimbursement via E-Rate Category 2 funding. Both recommended vendors have current E-Rate Service Provider Identification Numbers and are willing to participate and comply with the E-Rate program. The installation of the equipment is planned for Summer 2018.

BUILDINGS & GROUNDS

Approval of Agreement with Buildings & Grounds (SEIU Local #284)

RESOLVE to approve a two-year agreement between Independent School District 272 and Buildings & Grounds (SEIU Local 284) effective July 1, 2017 through June 30, 2019, as attached to and made a part of these official minutes.

The following is a financial synopsis of the agreement:

1. Salary schedule improvement:
 - a. Year 1: 2.0%
 - b. Year 2: 2.0%
2. District health insurance contribution improvement:
 - a. Year 1: 4.0% for both single and family
 - b. Year 2: 4.0% for both single and family
3. Night differential improvement:
 - a. Additional \$0.10 (from \$0.50 to \$0.60)

Eden Prairie School Board
2017-2018 WORK PLAN CHANGES
January 24, 2018 - Proposed

Date of Meeting/Workshop	Changes Requested
Monday, January 22, 2018	
Monday, February 12, 2018 – Workshop	<ul style="list-style-type: none"> - <u>Change Time of Workshop to 8:00 p.m.</u> - <u>Move to Board Meeting on 2/26/18:</u> <ol style="list-style-type: none"> 1. Board Development Committee: Discussions around student test scores/evaluations (for monitoring purposes) 2. 4C's & Portfolios (Updates) – For New Board Members: Understanding About Student Evaluations
Monday, February 12, 2018 – Regular Business Meeting	<ul style="list-style-type: none"> - <u>Add a Business Meeting prior to the Board Workshop at 7 p.m.:</u> For the purposes of discussing and approving the items from the canceled January 22, 2018 meeting (that were not included in the Emergency Meeting.
Monday, February 26, 2018	<ul style="list-style-type: none"> - <u>Added from 2/12/18 Board Workshop:</u> <ol style="list-style-type: none"> 1. Board Development Committee: Discussions around student test scores/evaluations (for monitoring purposes) 2. 4C's & Portfolios (Updates) – For New Board Members: Understanding About Student Evaluations - <u>Moved Closed Session to April 23, 2018 Board Meeting</u>
Monday, March 12, 2018 – Workshop	
Monday, March 26, 2018	<u>Remove: Closed Session: Negotiation Strategy</u>
Monday, April 9, 2018 – Workshop	
Monday, April 23, 2018	<ul style="list-style-type: none"> - <u>Added from 2/26/18 Board Meeting</u> Closed Session: Negotiation Strategy
Monday, May 7, 2018 – Workshop	
Monday, May 21, 2018	
Monday, June 4, 2018 – Workshop	
Monday, June 18, 2018	

**Meetings in May and June 2018 are on the 1st and 3rd Mondays due to the Memorial Day Holiday*

Placeholder General Board Work
<ul style="list-style-type: none"> • Workshop Regarding: Post-Secondary Options
Placeholder Policy Review
<ul style="list-style-type: none"> • Policy Language Review for February 2018 • Review “Processes & Procedures”

**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

January 24, 2018 - Proposed

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			
<p>*****2018*****</p> <p>Annual Organizational Meeting Mon, Jan 8, 2018 6:00 PM</p>			<ul style="list-style-type: none"> • Annual Organizational Mtg. <ul style="list-style-type: none"> - Election of Officers - School Board Compensation - School Board Calendar • Resolution for Combined Polling Places for the General Elections • Appointment of WMEP Representative • Appointment of Intermediate District 287 Representative 		<ul style="list-style-type: none"> • Annual School District Organizational Items: <ul style="list-style-type: none"> - School District Newspaper - School District Depository/Financial Institutions - Money Wire Transfers - Early Claims Payment - 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 		
<p>Board Workshop Mon, Jan 8, 2018 6:15 PM Convene following the Annual Organizational Meeting</p>							<ul style="list-style-type: none"> • 2018 Committees & Outside Organization Discussion • 5-Year Financial Forecast • Community Survey Input

**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

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Other Meetings

January 24, 2018 - Proposed

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			
							• Confirm agenda for next Board Workshop
Board Meeting Mon, Jan 22, 2018 6:00 PM Meeting canceled due to weather conditions		<ul style="list-style-type: none"> • 2018-19 School Calendar • 2019-20 School Calendar DRAFT 	<ul style="list-style-type: none"> • Mid-Year Budget Approval • Record of Board Self-Evaluation 	<ul style="list-style-type: none"> • 2018 School Board Committee & Outside Organization Assignments 	<ul style="list-style-type: none"> • Monthly Reports • Capital Budget for Buses 	<ul style="list-style-type: none"> • Budget Events Timeline • FY19 Budget Assumptions 	
Post Meeting Board Workshop Mon, Jan 22, 2018 Meeting canceled due to weather conditions							• School Board Meeting Self-Assessment
Board Emergency Meeting Wed, Jan 24, 2018 7:30 AM					<ul style="list-style-type: none"> • Monthly Reports • Capital Budget for Buses 		
Joint Meeting: Eden Prairie School Board & Eden Prairie City Council Mon, Feb 12, 2018 5:00 – 7:00 PM ASC/EDC							

**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

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January 24, 2018 - Proposed

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 Mon, Feb. 12, 2018 7:00 PM		<ul style="list-style-type: none"> 2018-19 School Calendar 2019-20 School Calendar-DRAFT 	<ul style="list-style-type: none"> Mid-Year Budget Approval Record of Board Self-Evaluation 	<ul style="list-style-type: none"> 2018 School Board Committee & Outside Organization Assignments 		<ul style="list-style-type: none"> Budget Events Timeline FY19 Budget Assumptions 	
Board Workshop Mon, Feb 12, 2018 6:00 PM 8:00 PM							<ul style="list-style-type: none"> Customer Service Training I Board Development Committee: Discussions around Student test scores/ evaluation (for monitoring purposes); 4C's & Portfolios (Updates) For New Board Members: Understanding About Student Evaluations; Moved to 2/26/18 Confirm agenda for next Board Workshop
Board Meeting Mon, Feb 26, 2018 6:00 PM		<ul style="list-style-type: none"> Closed Session: Negotiation Strategy Moved to 4/23/18 	<ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Monthly Reports Approval of 2018-19 School Calendar Approval of 2019-20 School Calendar DRAFT 2018-19 Achievement & Integration Budget 	Review Ends Reports 1.1.1 and 1.1.2 Board Development Committee: Discussions around	

**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

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January 24, 2018 - Proposed

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
					<ul style="list-style-type: none"> American Indian Education Resolution 	student test scores/evaluations (for monitoring purposes); 4C's & Portfolios (Updates)- For New Board Members: Understanding About Student Evaluations; <i>Moved to from 2/12/18 Workshop</i>	
Post Meeting Board Workshop Mon, Feb 26, 2018							<ul style="list-style-type: none"> School Board Meeting Self-Assessment
Board Workshop Mon, Mar 12, 2018 6:00 PM							<ul style="list-style-type: none"> (Tentative) All-Day Policy Workshop for the purpose of reviewing the wording of all policies & make revisions as appropriate. Confirm agenda for next Board Workshop
Board Meeting Mon, Mar 26, 2018 6:00 PM		<ul style="list-style-type: none"> 2018-19 Capital Budget Closed Session: Negotiation Strategy <i>Removed</i> 	<ul style="list-style-type: none"> Record of Board Self-Evaluation Resolution to Release Probationary Teachers 		<ul style="list-style-type: none"> Monthly Reports 	<ul style="list-style-type: none"> Final FY19 Budget Assumptions 	

**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

Board Meetings

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Other Meetings

January 24, 2018 - Proposed

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
			<ul style="list-style-type: none"> School Board Expense Reimbursement Policy – 1st Reading (Approved – Board Meeting 11/27/17) 				
Post Meeting Board Workshop Mon, Mar 26, 2018							<ul style="list-style-type: none"> School Board Meeting Self-Assessment
Board Workshop Mon, Apr 9, 2018 6:00 PM							<ul style="list-style-type: none"> Discussion: 2018-19 School Board Meeting Schedule 2018-19 School Board Budget 1st Reading (Presented by Treasurer) Policy Monitoring Follow-up: 1.1.1 & 1.1.2 Confirm agenda for next Board Workshop
Board Meeting Mon, Apr 23, 2018 6:00 PM		<ul style="list-style-type: none"> 2018-19 School Board Work Plan – 1st Reading Closed Session: Negotiation Strategy 	<ul style="list-style-type: none"> Approval of 2018-19 Capital Budget Approval of 2018-19 School Board Budget Approval of 2018-19 School Board Meeting Schedule 		<ul style="list-style-type: none"> Monthly Reports 		

**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

Board Meetings

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Other Meetings

January 24, 2018 - Proposed

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			
			•Record of Board Self-Evaluation				
Post Meeting Board Workshop Mon, Apr 23, 2018							•School Board Meeting Self-Assessment
Board Workshop <u>Mon, May 7, 2017</u> 6:00 PM*							• “New Policy Introductions” •Confirm agenda for next Board Workshop
Board Meeting <u>Mon, May 21, 2018</u> 6:00 PM*	•Ends 1.1, 1.2, 1.3 of (2018-19) (S/B listed on 6/18/18)	• 2018-19 Budget – First Reading	•Approval of 2018-19 School Board Work Plan •Record of Board Self-Evaluation		•Monthly Reports •Approval of District Health and Safety Program •MSHSL Resolution for Membership •Approval of 2018-19 School Meal Prices		
Post Meeting Board Workshop <u>Mon, May 21, 2018*</u>							•School Board Meeting Self-Assessment
Board Workshop <u>Mon, Jun 4, 2018</u> 6:00 PM*							•Confirm agenda for next Board Workshop

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**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

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Other Meetings

January 24, 2018 - Proposed

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, Jun 18, 2018</u> 6:00 PM*	<ul style="list-style-type: none"> • EL 2.9 Communication and Support to the School Board (Semi-annual) • Ends 1.1, 1.2, 1.3 OI (2018-19) 		<ul style="list-style-type: none"> • Approval of 2018-19 Budget • ISD 287 10-Year Facilities Maintenance Resolution • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Monthly Reports • EPS 10-Year Facilities Maintenance Plan • Q-Comp Annual Report • Annual Review of District Mandated Policies • Approval of Updated District Policies 	<ul style="list-style-type: none"> • 2017-2018 Annual Overnight/ Extended Trip Report 	
Post Meeting Board Workshop <u>Mon, Jun 18, 2018*</u>							<ul style="list-style-type: none"> • School Board Meeting Self-Assessment

***Meeting dates changed to avoid May's Board Regular Business Meeting conflicting with Memorial Day on May 28, 2018.**