



**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.**

**Call to Order**, School Board Roll Call

Aaron Casper, Debjyoti "DD" Dwivedy, Elaine Larabee, Holly Link, Adam Seidel, Veronica Stoltz, Terri Swartout

**2. Agenda Review and Approval - 7:32 a.m. (Action)**

RESOLVE to approve the agenda for the Wednesday, July 8, 2020 Brief Business Meeting of the School Board of Independent School District 272, Eden Prairie Schools.

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_

Adam Seidel Yes \_\_\_ No \_\_\_ Debjyoti Dwivedy Yes \_\_\_ No \_\_\_  
Veronica Stoltz Yes \_\_\_ No \_\_\_ Holly Link Yes \_\_\_ No \_\_\_  
Terri Swartout Yes \_\_\_ No \_\_\_ Elaine Larabee Yes \_\_\_ No \_\_\_  
Aaron Casper Yes \_\_\_ No \_\_\_

**3. Board Action on Committee Reports & Minutes: 7:33 a.m. (Action)**

A. Community Linkage Committee **(Action)**

1) Approve CLC Minutes for June 30, 2020

2

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_

Adam Seidel Yes \_\_\_ No \_\_\_ Debjyoti Dwivedy Yes \_\_\_ No \_\_\_  
Veronica Stoltz Yes \_\_\_ No \_\_\_ Holly Link Yes \_\_\_ No \_\_\_  
Terri Swartout Yes \_\_\_ No \_\_\_ Elaine Larabee Yes \_\_\_ No \_\_\_  
Aaron Casper Yes \_\_\_ No \_\_\_

2) Approve Congratulations Class of 2020 Board Message

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_

Adam Seidel Yes \_\_\_ No \_\_\_ Debjyoti Dwivedy Yes \_\_\_ No \_\_\_  
Veronica Stoltz Yes \_\_\_ No \_\_\_ Holly Link Yes \_\_\_ No \_\_\_  
Terri Swartout Yes \_\_\_ No \_\_\_ Elaine Larabee Yes \_\_\_ No \_\_\_  
Aaron Casper Yes \_\_\_ No \_\_\_

B. Board Development Committee **(Action)**

1) Approve BDC Meeting Minutes for June 30, 2020

4

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_

Adam Seidel Yes \_\_\_ No \_\_\_ Debjyoti Dwivedy Yes \_\_\_ No \_\_\_  
Veronica Stoltz Yes \_\_\_ No \_\_\_ Holly Link Yes \_\_\_ No \_\_\_  
Terri Swartout Yes \_\_\_ No \_\_\_ Elaine Larabee Yes \_\_\_ No \_\_\_  
Aaron Casper Yes \_\_\_ No \_\_\_

**4. Adjournment: (Action)**

**Motion** \_\_\_\_\_ **Seconded** \_\_\_\_\_ to adjourn the Wednesday, July 8, 2020 Brief Business Meeting at \_\_\_\_\_ a.m.

Adam Seidel Yes \_\_\_ No \_\_\_ Debjyoti Dwivedy Yes \_\_\_ No \_\_\_  
Veronica Stoltz Yes \_\_\_ No \_\_\_ Holly Link Yes \_\_\_ No \_\_\_  
Terri Swartout Yes \_\_\_ No \_\_\_ Elaine Larabee Yes \_\_\_ No \_\_\_  
Aaron Casper Yes \_\_\_ No \_\_\_



**EDEN PRAIRIE SCHOOLS**  
Inspiring each student every day

**Eden Prairie School Board  
Community Linkage Committee Meeting Minutes  
June 30, 2020, 2:30 p.m.**

Zoom meeting: <https://us02web.zoom.us/j/82076682320>

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

---

**Attendees:** Terri Swartout, Debjyoti Dwivedy, Aaron Casper

District Attendees: None

Agenda Items:

-School Board Thank You to 2020 Graduates

- District Proposed:

*To the Class of 2020,*

*When you started your senior year in September, little did you know how just how exceptional the class of 2020 would be. We hope that when you look back on this time, you remember cherished moments with friends and loved ones, and hold a sense of gratitude for even the little things in life. Know that we are so very proud of the strength, resilience, persistence and patience you have shown through the end of this challenging school year. Your time at Eden Prairie High School has prepared you for success in life after graduation, whatever it may bring.*

*As we think about all you have done to make it to graduation, it fills us with optimism. You have so much ahead of you: More opportunities to learn, grow and make a difference in the world.*

*Congratulations, Class of 2020! Thank you for making Eagle Nation even stronger.*

- Additional details provided:
  - The idea was to deliver this to graduates as an oversized postcard via mail (6 in. x 11 in. recommended). A postcard could capture more attention with a branded design than a formal letter in an envelope. Once the written content is finalized, we would place it into a designed layout and mail them mid-July to graduates. The length/word count can be flexible, but I'd recommend no more than a few paragraphs (less than 500 words). Depending on final design, we may put the card in an envelope (as opposed to a stand-alone mailer) or the printed piece may be given to students at the graduation ceremony.
  - Class Motto: "Go confidently in the direction of your dreams; live the life you have imagined."-Henry David Thoreau

**Board Action:**

- Approval of the following message:

*Dear Class of 2020,*

*We would like to congratulate each of you on your graduation.*

*As we reflect on the class of 2020, we acknowledge just how extraordinary your senior year has been. Each of you contributed to pioneering and shaping how Eagle Nation responded through the end of this challenging year. We hope that when you look back on this time, you will find many cherished moments with your friends and loved ones.*

*Please know that we are very proud of the strength, resilience, persistence and patience each of you has shown throughout the school year.*

*Your time at Eden Prairie High School has prepared you for success in life after graduation and we wish you all the very best. You have much ahead of you: opportunities to learn, grow, and make a difference in this world. Fly high Eagles!*

*We celebrate you, Class of 2020! Thank you for making Eagle Nation even stronger.*

*Names of Board Members*

- Should the class motto be included in the design element of the postcard?

Meeting Adjourned @ 3:04 PM

**Eden Prairie School Board  
Board Development Committee Meeting Minutes  
June 30, 2020, 5:00 p.m.**

Zoom Conferencing <https://us02web.zoom.us/j/85600130822>

*Charter per Board Policy GP 4.8: This committee will ensure ongoing Board development and oversee self-monitoring of the Board's performance related to Governance Process and Board Management Delegation policies.*

---

**Committee Members Attended:** Elaine Larabee, Holly Link, Veronica Stoltz

Agenda:

1. 5:00 PM: Approved meeting agenda
2. 5:05 PM: Need to clean up the website/postings regarding School Board Elections
  - a. There is a better list of qualifications on our PowerPoint (from state website that should be used)
  - b. There are two sets of dates in the web posting. They need to be corrected.
  - c. Veronica will send replacement link of the webinar, the top paragraph has to go, and the dates need to be corrected and work with Communications to correct and have them send a mockup to the board development committee members
  - d. Candidate info session PowerPoint: Needs a few alterations/updates.  
Holly will make these updates and will submit it to the election section of the Eden Prairie Schools website.
    - \* Slide 5 removed black bar
    - \* Slide 8 update picture
    - \* Slide 12 have this information sent to Comms.
    - \* Slide 14 update the dates for current year (3 seats/4-year term)
    - \*Slide 17 updated dates for filing period
    - \*Slide 18 Check the linksWe are considering having it narrated. This would then be an ongoing practice. Trying to expand our accessibility to information. We think this should be a neutral party - not a board member/administrator. Possibly Tanya.
  - e. In-person voting information needs to be updated. The poll locations may not be correct.
  - f. School construction proposal needs to be removed.
  - g. Make sure the link to the PowerPoint is included on the board.
  - h. How do we get the information on the homepage? Veronica will talk with Communications to arrange.
  - i. We would like to announce the election information as part of the school board meetings between now and the end of the filing period.
  - j. Other ways to communicate the opportunity to run for office: City website, Sun Sailor, Parent Post, Social Media, Video Invite - Discuss with Communications

**2019-2020 Proposed Board Development Committee Yearly Plan (subject to change)**

**Quarter 1, 2020 Jan-Mar**

Jan. Coord. with Board liaison to schedule MSBA I and II training for new members by June 2020  
 Feb: Schedule Policy Governance training for new members with Stacey Sjogren  
 Mar: Policy Governance new member training with Stacey Sjogren on 3/14/20

**Quarter 2, 2020 Apr-June**

Apr: COVID  
 May: COVID  
 June: COVID

**Quarter 3 2020 July-Sept**

July: School board election preparation  
     Review Potential Candidate Information PowerPoint, edit as necessary  
 Aug: Revise New Director Handbook to reflect edited New Director Orientation ppt  
     Run board governance effectiveness assessment survey  
     MN Student Survey (placeholder)  
 Sept: Present results of governance effectiveness assessment survey during board recap, goal setting  
 School Board year end recap, 2020-2021 goal setting (based on comments from 2019 survey of the board)

**Quarter 4 2020 Oct-Dec**

Oct: Second date considered for Whole Board Training  
 Nov-Dec: Coordinate with District Administration re on-boarding of member-elects; swearing in of new members and their registration for MSBA Training Phase I and II, Schedule policy governance training.

Eden Prairie School Board

# Candidate Information Session 2020



**EDEN PRAIRIE SCHOOLS**

*Inspiring each student every day*

# Welcome

Thank you for your interest  
in becoming an  
Eden Prairie School Board Candidate



**EDEN PRAIRIE SCHOOLS**

Inspiring each student every day

# Eden Prairie School Board

Authority  
Responsibility  
Accountability



# Eden Prairie School Board **Authority**

---

The Eden Prairie School Board receives its authority to act from the State of Minnesota as listed in Minnesota State Statute 123B.09.

6

The Board only has authority when acting **as a whole**. Individual board members have no authority in and of themselves.



# Eden Prairie School Board **Responsibility:** To Govern

## Governance responsibilities include:

- Set the vision for the District
- Hire the Superintendent to bring the vision about; evaluate at least yearly
- Connect with the community
- Set policies based on community values and monitor progress to reach those goals
- Approve the District budget
- Advocate for public education

10



# Eden Prairie School Board **Accountability**

---

The Board is accountable to the State of Minnesota to oversee the fulfillment of State Mandates regarding education of PreK-12 students.

The Board is accountable to the voters of Eden Prairie School District for the education of the community's youth and use of taxpayer funds to do so.



# Eden Prairie School Board

12

## Structure



# The School Board:

The Board is comprised of:

Seven Directors (elected  
or appointed) and

One ex-officio non-voting  
member, the  
Superintendent.



# Board Meetings:

## **Board Business Meetings and Workshops:** (2 to 4 hrs/meeting)

- Generally, the Board holds one Business Meeting and one Workshop each month (with some exceptions due to holidays or state statute)

## **Board Committee Meetings:** (1 to 2 hours per meeting)

- Each member serves on at least one, but usually two committees that meet as arranged

## **Outside organizations:**

- Directors may also be appointed to other District or professional organizations, meeting times as announced



# School Board Director Compensation

- Directors currently receive \$400 per month as determined annually by the board.
- Board Directors are not employees of the District, and are therefore ineligible to receive employee benefits.
- The cost of many of the District and Community events attended by Board Directors are covered by the board budget.



# Eden Prairie School Board

## Candidate Filing and Election Facts

16



EDEN PRAIRIE SCHOOLS

# Candidate Eligibility Requirements

---

At least 21 years old

Eligible voter

School district resident for at least 30 days prior to election

17  
Not convicted of a felony

Not have a conflict of interest (see next slide)



# Conflict of Interest Statement

## Eden Prairie School Board Policy

Governance Process Policy Title: [4.5 School Board Members' Code of Conduct](#)

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.*

2017 Minnesota Statutes - **123B.195 BOARD MEMBERS' RIGHT TO EMPLOYMENT.**

18

Notwithstanding section [471.88, subdivision 5](#), a school board member may be newly employed or may continue to be employed by a school district as an employee only if there is a reasonable expectation at the beginning of the fiscal year or at the time the contract is entered into or extended that the amount to be earned by that officer under that contract or employment relationship will not exceed \$8,000 in that fiscal year. Notwithstanding section [122A.40](#) or [122A.41](#) or other law, *if the officer does not receive majority approval to be initially employed or to continue in employment at a meeting at which all board members are present, that employment is immediately terminated and that officer has no further rights to employment while serving as a school board member in the district.*



# 2020 School Board Election Facts

School Board Directors are elected from among School Board Candidates during the November General Election.

This election cycle, there are **3 seats up for election.**

Each of the 3 seats is for a **4 year term.**



**2020 Election date: Tuesday, November 3rd**

# Strong Candidate Characteristics

An interested resident who meets eligibility criteria and who is:

- **Motivated** by the best interests of **EACH** student
- **Passionate** about public education
- Able to make difficult **decisions**
- A strong **communicator** who is willing to listen
- A believer in the **democratic** process
- **Willing** and able to spend time and energy on Board business
- **Committed** to governance training
- **Collaborative** and willing to support the decision of the board publicly and privately



# Next Steps:

21 State Mandated

Suggested



# State Mandated action

---

**File an “Affidavit of Candidacy” with the school district clerk**

Filing period: July 28, 2019 - August 11, 2020 at 5 pm.

Filing fee \$2.00.

22 You will receive a packet of information regarding campaign regulations and other documents to help you connect with Eden Prairie Voters.



# Suggested action: Get informed

Access the District Website <http://www.edenpr.org>

Click on “Community,”

Click on “School Board”

Click on dropdowns for information

**Attend School Board meetings**

Dates and times are posted on the website

**Access the Minnesota School Board Association website**

<http://www.mnmsba.org/>



# Things to consider:

## You may find it helpful to:

Draft a statement of **why** you want to be a School Board Director.

Obtain a high quality headshot for publication.

24 Determine a budget, document all expenses.

Determine a fundraising strategy, document all income.

Gather a support team: Campaign manager, Treasurer,

Designer (website, social media, print).

Order campaign signs and literature, follow statute for posting and distribution.



**Best of luck to you in  
the upcoming  
election!**



**EDEN PRAIRIE SCHOOLS**

Inspiring each student every day