



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

SCHOOL BOARD Regular Meeting

Monday, September 28, 2020

6:00 PM

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 PM (Roll Call)

Call to Order - School Board Roll Call

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

2. Pledge of Allegiance - 6:03 PM

3. Agenda Review and Approval: 6:05 PM (Action)

Approval of the agenda for Monday, September 28, 2020 meeting of the School Board of Independent School District 272, Eden Prairie Schools.

Motion _____ **Seconded** _____

4. Approval of Previous Minutes: 6:05 PM (Action)

Approval of the UNOFFICIAL Minutes of the School Board Meetings for the August 10, 2020 and the August 24, 2020 Meeting

Motion _____ **Seconded** _____

5. Public Comment: 6:05 PM (Information)

6. Announcements: 6:10 PM (Information)

7. Board Work: 6:25 PM (Action)

A. Decision Preparation

1) School Site Visits

2) New Policy Introduction in Governance Process (GP) 4.5 - School Board Member Electronic Devices (*First Reading*)

a. New Policy Proposal: GP 4.5.6.1

b. Current GP 4.5 Policy

B. Required Board Action (Action)

1) Resolution Authorizing the Issuance of General Obligation Bonds, Series 2020A (Action)

MOTION _____ **Seconded** _____

a. Executive Summary

b. Presale Report

c. Resolution

2) Approval of Preliminary FY2021-22 Levy (Action)

MOTION _____ **Seconded** _____

a. Executive Summary

b. Tax Levy Comparison

c. Tax Levy Presentation Pay 21

3) Reassessment Update - Safe Schools Plan (Action)

MOTION _____ **Seconded** _____

C. Policy Monitoring (Action)

1) Executive Limitations (EL's)

a. EL 2.3 - Treatment of Parents

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (1) EL 2.3.1 Impede the flow of timely, adequate, and easily accessible information about the district in general and their child, in particular.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (2) EL 2.3.2 Allow an environment where concerns or inquiries directed to the Superintendent are not acknowledged and subsequently handled by the district in a timely, respectful manner.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (3) EL 2.3.3 Set school policies or make major decisions without appropriate input and representation from district parents.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

b. EL 2.6 Financial Management and Operations

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (1) EL 2.6.1 Allow payroll or debts to be settled in an untimely manner.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (2) EL 2.6.2 Allow payments or other government-ordered payments or filings to be overdue or inaccurately filed.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (3) EL 2.6.3 Use contingency funds greater than \$100,000 without informing the School Board.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (4) EL 2.6.4 Acquire, encumber, or dispose of real property without School Board approval.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (5) EL 2.6.5 Lease real property or remodel leased real property without School Board approval.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (6) EL 2.6.6 Allow receivables to remain unpursued after a reasonable grace period.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

- (7) EL 2.6.7 Allow fee-based relationships in excess of \$100,000 annually to continue beyond 3 years without a formal review that includes an analysis of contract fees and performance.

OI MOTION _____ **Seconded** _____

Evidence MOTION _____ **Seconded** _____

2) All Board Management Delegation Policies (BMD's) **(Action)**

a. BMD 3.0 - Single Point of Contact

MOTION _____ **Seconded** _____ Board behavior is/is not fully compliant.

b. BMD 3.1 - Unity of Control

MOTION _____ **Seconded** _____ Board behavior is/is not fully compliant.

c. BMD 3.2 - Delegation to the Superintendent

MOTION _____ **Seconded** _____ Board behavior is/is not fully compliant.

d. BMD 3.3 - Superintendent Accountability & Performance

MOTION _____ **Seconded** _____ Board behavior is/is not fully compliant.

3) Governance Process Policies: 4.4, 4.5, 4.6, 4.7., 4.8, 4.10 **(Action)**

a. GP 4.4 - Officer Roles

MOTION _____ **Seconded** _____ Board behavior is/is not compliant.

b. GP 4.5 School Board Members Code of Conduct

MOTION _____ **Seconded** _____ Board behavior is/is not compliant.

c. GP 4.6 - Process of Addressing School Board Member Violations

MOTION _____ **Seconded** _____ Board behavior is/is not compliant.

d. GP 4.7 School Board Committee Principles

MOTION _____ **Seconded** _____ Board behavior is/is not compliant.

e. GP 4.8 - School Board Committee Structure

MOTION _____ **Seconded** _____ Board behavior is/is not compliant.

f. GP 4.10 - Operation of the School Board Governing Rules

MOTION _____ **Seconded** _____ Board behavior is/is not compliant.

D. Record of Board Self-Evaluation **(Action)**

1) 2020-21 Record of Board Policy Monitoring - Governance Policies *(No Updates)*

2) Record of Board Policy Monitoring - Ends and Executive Limitation

MOTION _____ **Seconded** _____

8. Superintendent Consent Agenda: **7:05 PM** **(Action)**

Management items the Board would not act upon in Policy Governance, but require Board approval from outside entities.

MOTION _____ **Seconded** _____

A. Post-Issuance Debt Compliance Policy

1) Executive Summary

2) Resolution

3) Policy

4) Procedures

B. Monthly Reports

1) Resolution of Acceptance of Donations

2) Human Resources Report

3) Business Services Reports

a. Board Business

b. Financial Report - Monthly Revenue/Expenditure Report

(1) June 2020 Report

(2) July 2020 Report

(3) August 2020 Report

9. Superintendent's Incidental Information Report: **7:30 PM** **(Information)**

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

A. FY 2019-20 Year-end Preliminary Financial Report

B. FY 2020-21 Preliminary Enrollment Report

10. Board Action on Committee Reports & Minutes: **7:50 PM** **(Action)**

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

1) Committee Meeting Minutes from 9/25/20

MOTION _____ **Seconded** _____

B. Community Linkage Committee

C. Negotiations Committee

D. Policy Committee **(Action)**

1) Committee Meeting Minutes from 9/21/20 - *Updated*

MOTION _____ Seconded _____

11. **Other Board Updates (AMSD, ISD 287): 8:10 PM (Information)**

- A. AMSD (Association of Metropolitan Schools) - Terri Swartout & Holly Link
- B. ISD 287 (Intermediate School District 287) - Adam Seidel
- C. ECSU (Metropolitan Educational Cooperative Service Unit) - Veronica Stoltz

12. **Board Work Plan: 8:20 PM (Action)**

- A. Work Plan Change Document **(Action)**

MOTION _____ Seconded _____

- B. 2020-21 Board Annual Work Plan

13. **Adjournment: (Action)**

MOTION _____ Seconded _____ to adjourn at _____ PM

INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE AUGUST 10, 2020
SCHOOL BOARD MEETING

A Regular Business Meeting of the Independent School District 272, Eden Prairie Schools, was held on Monday, August 10, 2020 in the Eden Prairie High School/PAC, 17185 Valley View Road, Eden Prairie, MN 55346.

1. CONVENE: Call to Order at 6:00 PM

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

Present: Superintendent Josh Swanson

2. Pledge of Allegiance

3. Agenda Review and Approval

MOTION by D. Dwivedy, **Seconded** V. Stoltz to approve the agenda as presented – Passed Unanimously

4. Board Work

A. Decision Preparation

1) Safe Learning Plan

a. Eden Prairie Schools Opening 2020 Report

b. Presentation

MOTION by A. Seidel, **Seconded** by D. Dwivedy to recess for 10 minutes due to technical difficulties at 8:08 p.m. – Passed Unanimously
Meeting resumed at 8:18 p.m.

c. Return to Learning Infographic

d. MN Department of Health - Data for K-12 Schools: 14-day COVID-19 Case Rate by County

e. MN Department of Public Safety (State Fire Marshal Division) - School Occupant Loads for COVID-19 Restrictions

f. COVID-19 Preparedness Plan

g. COVID-19 Cleaning Procedures

2) EP Online

a. Executive Summary

b. EP Online Presentation

B. Required Board Action

1) Potential Decision for 2020-21 School Opening

MOTION by H. Link, **Seconded** by A. Casper to approve the Superintendent's Recommendation as presented:

- Begin the year in Elementary and Secondary Hybrid Model
- K-1 Five Days Per Week in the Building
- 2-12 AA/BB/VL Model
- Reassess at the September 28th Board Meeting to create a planful return toward in-person learning
- Per the MSBA recommended resolution: Provide authority to the Superintendent to move between the three models if necessary for public health

MOTION AMENDED by A. Seidel, **Seconded** by D. Dwivedy to change only point three to reflect:

- 2-6 Five Days Per Week in the Building
- 7-12 AA/BB/VL Model

AMENDED MOTION failed 2-5; Yes (2): AS, DD; No (5): AC, EL, HL, VS, TS

Original **MOTION**, Passed Unamioulsly 7-0; Yes – VS, AC, HL, AS, EL, TS, DD; No – 0

5. Board Work Plan

A. Work Plan Change Document

MOTION by D. Dwivedy, **Seconded** by V. Stoltz to approve the changes as presented – Passed Unanimously

Eden Prairie School Board
2020 – 2021 WORK PLAN CHANGES
“Proposed” Changes for the
August 10, 2020 Meeting

Date of Meeting/Workshop	Changes Requested
Thursday, August 13, 2020 – Brief Business Mtg.	- <i>Cancelled</i>
Monday, August 24, 2020	- <i>Add: EP Online (Required Board Action)</i>
Monday, September 14, 2020 – Brief Business Mtg	
Monday, September 14, 2020 – Workshop	
Monday, September 28, 2020	- <i>Add: Reassessment Update – Safe Schools Plan (Required Board Action)</i>
Monday, October 12, 2020 – Workshop	
Monday, October 26, 2020	
Monday, November 9, 2020 – Brief Business Mtg	
Monday, November 9, 2020 – Workshop	
Monday, November 23, 2020	
Monday, December 14, 2020	
Placeholder – General Board Work	
<ul style="list-style-type: none">• 2020-2021 School Year (August) Schedule School Site Visits• Cultural Proficiency Continuum• MN Student Survey Report Discussion• Board Development Training• Distant Learning Virtual Visits	
Placeholder – Policy Review	
<ul style="list-style-type: none">• A review of all Board Policies as it relates to race inclusion for all students in all ethnic groups	

B. 2020-21 Board Annual Work Plan

6. Adjournment

MOTION by A. Seidel, **Seconded** by T. Swartout to adjourn meeting at 11:03 PM



Debjyoti Dwivedy – Board Clerk

INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE AUGUST 24, 2020
SCHOOL BOARD MEETING

A Regular Meeting of the Independent School District 272, Eden Prairie Schools, was held on August 24, 2020 in the Eden Prairie High School/PAC, 17185 Valley View Road, Eden Prairie, MN 55346.

1. CONVENE: 6:00 PM Call to Order

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

Present: Superintendent Josh Swanson

2. Pledge of Allegiance

3. Agenda Review and Approval: MOTION by A. Casper, **Seconded** by A. Seidel to approve agenda as presented, **AMENDMENT** by V. Stoltz to add to Item 8 (Board Work), A-1 (Decision Preparation), *Start of School*, no Second, **AMENDMENT** failed; Second **AMENDMENT** by V. Stoltz, to add to Item 8 (Board Work), A-1 (Decision Preparation), *Safety of Students & Staff*, no Second, **AMENDMENT** failed, original **MOTION** passed 6-1: Yes (6): AC, DD, EL, HL, AD, TS; No (1): VS

4. Approval of Previous Minutes: MOTION by D. Dwivedy, **Seconded** by H. Link to approve the UNOFFICIAL Minutes presented – Passed Unanimously

- 1) June 22, 2020
- 2) July 8, 2020
- 3) July 27, 2020
- 4) August 10, 2020

5. Public Comment: None

6. Announcements: *"Eagle Excellence" by Superintendent Swanson*

- A "Special Thank You" to our staff who have worked hard all summer preparing for the start of the school year. They have just returned back today.....more heartfelt communication on video.
- Eden Prairie 2019-20 Dance Team's **Alexia Natal** placed second in kicks and **Mara Wiley** placed third for leaps this summer at the Just for Kix Camp.

7. Spotlight on Success: EPIC/Eagle Zone Summer Programming – Serving students and families this summer in the EPIC and Eagle Zone Programs.

8. Board Work: 6:25 PM

A. Decision Preparation

- 1) 2020-21 School Site Visits

B. Policy Monitoring

- 1) EL 2.1 Emergency Superintendent Succession

MOTION by T. Swartout, **Seconded** by V. Stoltz, the Operational Interpretation (OI) is reasonable – Passed Unanimously

MOTION by A. Seidel, **Seconded** by H. Link to accept the Evidence as supporting the Operational Interpretation (OI) – Passed Unanimously

- 2) EL 2.2 Treatment of Students

MOTION by A. Seidel, **Seconded** T. Swartout, by exception, the overall Global Constraint of the OI and its child policies are reasonable

MOTION by A. Seidel, **Seconded** V. Stoltz, by exception, accept that the Evidence supports the Global Constraint of the OI and the child policies – Passed Unanimously

- 3) EL 2.7 Asset Protection

MOTION by A. Seidel, **Seconded** H. Link, by exception, the overall Global Constraint of the OI and its child policies are reasonable – Passed Unanimously

MOTION by H. Link, **Seconded** T. Swartout, by exception, accept that the Evidence supports the Global Constraint of the OI and the child policies – Passed Unanimously

C. Required Board Action

- 1) EP Online – **MOTION** by D. Dwivedy, **Seconded** by S. Seidel to approve the creation of EP Online as a

separate comprehensive K-12 school following approval by the Minnesota Department of Education and the expiration of the Governor's Executive Order – Passed Unanimously

- a. Executive Summary
- b. Online Program Presentation

D. Record of Board Self-Evaluation

- 1) 2020-21 Record of Board Policy Monitoring – Governance Policies
- 2) 2020-21 Record of Board Policy Monitoring - Ends and Executive Limitations

MOTION by D. Dwivedy, **Seconded** by A. Casper to approve changes presented

9. **Superintendent Consent Agenda:**

MOTION by T. Swartout, **Seconded** by A. Seidel to approve the Consent Agenda as presented - Passed Unanimously

A. Monthly Reports

- 1) Resolution of Acceptance of Donations
- 2) Human Resources Report
- 3) Business Services Reports

a. Board Business

B. "NEW" District Policy #808 - COVID-19 Face Covering

10. **Board Education & Required Reporting**

11. **Superintendent's Incidental Information Report**

A. School Preparation Update

12. **Board Action on Committee Reports & Minutes**

- A. Board Development Committee – None to report
- B. Community Linkage Committee – None to report
- C. Negotiations Committee – None to report
- D. Policy Committee – None to report

13. **Other Board Updates (AMSD, ISD 287 & ECSU)**

- A. AMSD (Association of Metropolitan Schools) - Holly Link provided update to Board
- B. ISD 287 (Intermediate School District 287) - Adam Seidel provided update to Board
- C. Metropolitan Educational Cooperative Service Unit (ECSU) - Veronica Stoltz provided update to Board

14. **Board Work Plan:**

A. "Proposed" Work Plan Changes Document

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

Eden Prairie School Board
2020-21 WORK PLAN CHANGES
"Proposed" Changes for the
August 24, 2020 Meeting

Date of Meeting/Workshop	Changes Requested
Monday, September 14, 2020 – <i>Brief Business Mtg</i>	
Monday, September 14, 2020 – Workshop	<ul style="list-style-type: none"> - 2019-20 Budget Update - Update – Reopening of Schools
Monday, September 28, 2020	<ul style="list-style-type: none"> - School Site Visits (Decision Prep)
Monday, October 12, 2020 – Workshop	
Monday, October 26, 2020	
Monday, November 9, 2020 – <i>Brief Business Mtg</i>	
Monday, November 9, 2020 – Workshop	
Monday, November 23, 2020	
Monday, December 14, 2020	
Placeholder – General Board Work	
<ul style="list-style-type: none"> • 2020-2021 School Year (August) Schedule School Site Visits – <i>Moved to discussion on September 28, 2020</i> • Cultural Proficiency Continuum 	

- MN Student Survey Report Discussion
- Board Development Training
- Distant Learning Virtual Visits

Placeholder – Policy Review

- A review of all Board Policies as it relates to race inclusion for all students in all ethnic groups

B. 2020-21 Board Annual Work Plan

15. Adjournment:

MOTION by A. Seidel, **Seconded** by A. Casper to adjourn at 8:40 PM



Debjyoti Dwivedy – Board Clerk

UNOFFICIAL



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

New policy introduction referred by the School Board at the September 14, 2020 Workshop, Governance Policy (GP) “4.5” with regard to electronic devices.

The Policy Committee worked to write language in accordance with the Board’s discussion of the policy and returned the following language:

GP 4.5.6.1

Members’ use of electronic devices shall be restricted to the use of district issued technology during board business meetings and workshops. Brief incidental, unexpected and urgent situations do not constitute a violation of the restriction.

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

Policy Type:	Governance Process
Policy Title:	4.5 School 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.

Adopted: 10/23/12

Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18

- 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.
- 4.5.4 Members will respect the confidentiality appropriate to issues of a sensitive nature.
- 4.5.5 Members will be prompt and attend all Board Business Meetings and Board Workshops, and all meetings of Board Committees and other outside assignments. Absences must be communicated to the Board Chair or Committee Chair at least seventy-two hours prior to the affected meeting. In the case of an unforeseen conflict, the Board Chair or Committee Chair must be notified as soon as possible.
- 4.5.6 Members will be properly prepared for School Board deliberation.
- 4.5.7 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.
- 4.5.8 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:
 - 4.5.8.1 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):

 - 4.5.8.2 Phase I 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.
 - 4.5.8.3 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.

Adopted: 10/23/12

Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18

- 4.5.8.4 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.
- 4.5.8.5 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.
- 4.5.8.6 Officer Training – any School Board member elected to be an officer will attend this course within six months of election.
- 4.5.8.7 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, 11/19/18



September 28, 2020

To: Dr. Josh Swanson
From: Business Office
Re: 2020A General Obligation Facilities Maintenance Bond Sale

The district is proposing to continue issuing facility maintenance bonds to fund deferred maintenance projects which will be completed over the next two years. The bonds will cover approximately \$11,090,000 of our estimated \$15,000,000 in project costs over this period, with the remainder coming from the pay as you go tax levy.

These bonds will allow the district to fund the deferred maintenance needs as our buildings continue to age along with investing into needed updates at Central Middle School as part of the Designing Pathways project. A summary list of the projects and buildings impacted is listed on Exhibit A of the resolution.

Included in this bond issue is also the refunding of existing debt, 2011A and 2013A bonds. This refunding will allow the district to reduce the interest costs paid on these bonds, thereby decreasing the tax impact. The current principal amount subject to refunding for the 2011A bonds is \$10,085,000 and \$6,825,000 for the 2013A bonds. The net effect of issuing new debt and refunding existing debt is expected to be a \$0 tax impact.

Included in the packet is a presale report from our financial advisor which summarizes their understanding of the District's objectives for the structure and terms of this financing.

The district has retained Ehlers & Associates, Inc. as its independent financial advisor for the bonds, and they will be in attendance at the board meeting to present the presale report. The board will be asked to approve the resolution authorizing the issuance of General Obligation Bonds in the maximum aggregate principal amount of \$28,150,000.

September 28, 2020

Pre-Sale Report for

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

\$26,870,000 General Obligation Facilities
Maintenance and Refunding Bonds, Series 2020A



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Jodie Zesbaugh, Senior Municipal Advisor
Matthew Hammer, Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$26,870,000 General Obligation Facilities Maintenance and Refunding Bonds, Series 2020A

The School Board will authorize the issuance of up to \$28,150,000 in bonds. \$26,870,000 is our current estimate of the bond amount necessary based on that authorization and the expected premium pricing structure explained in more detail on page 3.

Purposes:

The proposed issue includes financing for two purposes:

- The Facilities Maintenance portion will finance deferred maintenance projects included in the District's ten-year facilities maintenance plan as approved by the Commissioner of Education.
- The refunding portion will finance a current refunding of the 2022 through 2027 maturities of the District's General Obligation Alternative Facilities Bonds, Series 2011A and a current refunding of the 2022 through 2024 maturities of the District's General Obligation Alternative Facilities Bonds, 2013A.

Debt service will be paid from property tax levies received as part of the Long Term Facilities Maintenance program.

Refunding Savings:

The existing 2011A bonds have interest rates of 4.00% to 4.375% and an average coupon of 4.20% (see Page 10). The existing 2013A bonds have interest rates of 2.00% to 2.25% and an average coupon of 2.22% (see Page 13). Based on current market conditions, we estimate that the new refunding bonds would have interest rates of 3.00% and expect that the underwriter of the bonds will pay a premium (a price in excess of the par amount of the bonds), as shown on page 7. Any net premium will be used to reduce the par amount of the new issue. The estimated True Interest Cost rate is 0.93% for the refunding of the 2011A bonds (see Page 11) and 0.82% for the refunding of the 2013A bonds (see page 14).

The net effect of the premium paid by the underwriter and the new interest rates would reduce future debt service payments by an estimated \$1,264,199 for the 2011A bonds over fiscal years 2022 through 2027 (see Page 12) and \$172,621 for the 2013A bonds over fiscal years 2022 through 2024 (see Page 15). This would cause a reduction in property tax levies for taxes payable in 2021 through 2026. The Net Present Value Benefit of the refunding is estimated to be \$1,218,905, equal to 10.783% of the refunded debt service for the 2011A bonds and \$168,496, equal to 2.41% of the refunded debt service for the 2013A bonds. Actual results will be determined based on market conditions on the day of sale.

This refunding is considered to be a Current Refunding as the obligations being refunded will be callable within 90 days of the date of issue of the new Bonds.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapters 123B.595, 475, and 475.67. The Bonds will be general obligations of the District for which its full faith, credit and taxing powers are pledged.

Term/Call Feature:

The Bonds are being issued for a term of 20 years and 3 months. Principal on the Bonds will be due on February 1 of 2022 through 2027 and 2032 through 2041. Interest will be due every six months beginning August 1, 2021.

The Bonds maturing in 2032 and later will be subject to prepayment at the discretion of the District on February 1, 2028 or any date thereafter.

Bank Qualification:

Because the District is issuing more than \$10,000,000 in tax-exempt obligations during the calendar year, the District will be not able to designate the Bonds as "bank qualified" obligations.

State Credit Enhancement:

By resolution the District will covenant and obligate itself to be bound by the provisions of Minnesota Statutes, Section 126C.55, which provides for payment by the State of Minnesota in the event of a potential default of a school district obligation. To qualify for the credit enhancement, the District must submit an application to the State. Ehlers will coordinate the application process to the State on your behalf.

Rating:

Under current bond ratings, the state credit enhancement would bring a Moody's "Aa2" rating. The District's most recent bond issues were rated by Moody's Investors Service. The current ratings on those bonds are "Aa2" (credit enhanced rating) and "Aa2" (underlying rating). The District will request a new rating for the Bonds.

Basis for Recommendation:

Based on our knowledge of your situation and characteristics of various municipal financing options, you have chosen the issuance of General Obligation Facilities Maintenance and Refunding Bonds as a suitable option to meet the District's objective of financing planned deferred maintenance projects and reducing future debt service payments.

- General Obligation Bonds will result in lower interest rates than some other financing options.
- Unlike with some other financing options, the District will be able to finance the payments with an additional debt service levy as part of the Long-Term Facilities Maintenance program.

Method of Sale/Placement:

We will solicit competitive bids for the purchase of the Bonds from underwriters and banks. We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction. If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the District. Any net premium received may be used to reduce the principal amount of the Bonds, increase the net proceeds for the project, or to fund a portion of the interest on the Bonds.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the District and find that, other than the obligations proposed to be refunded by the Bonds, there are no other refunding opportunities at this time. We will continue to monitor the market and the call dates for the District’s outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

The District will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The District is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

Because the Bonds are tax-exempt obligations, the District must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be defined in the Tax Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or contract with Ehlers to assist you.

Investment of Bond Proceeds:

Proceeds from the Facilities Maintenance portion of the new Bonds will be available for investment from the closing date (November 19, 2020) until project costs are paid. Proceeds from the refunding portion of new Bonds will be available for investment by the District from the closing date (November 19, 2020) until shortly before the February 1, 2021 call date. To maximize interest earnings, we recommend using an SEC registered investment advisor to assist with the investment of bond proceeds until they are needed to pay project costs.

Risk Factors:

A portion of the Bonds are being issued to finance a current refunding of prior District debt obligations. Those prior debt obligations are “callable” on February 1, 2021, so refunding bonds can be issued 90 days or less prior to that date. Because the refunding portion of the new Bonds will not be callable, there will not be an opportunity to refund them again in the future. This refunding is being undertaken based in part on an assumption that market conditions warrant the refinancing at this time.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Kennedy & Graven, Chartered

Paying Agent: Bond Trust Services Corporation

Rating Agency: Moody's Investors Service, Inc.

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

PROPOSED DEBT ISSUANCE SCHEDULE

School Board Approves Resolution Authorizing Sale of the Bonds; Ehlers Presents Pre-Sale Report to School Board:	September 28, 2020
Due Diligence Call to Review Official Statement:	Week of October 12, 2020
Conference with Rating Agency:	Week of October 12, 2020
Distribute Official Statement:	October 15, 2020
Ehlers Receives and Evaluates Proposals for Purchase of Bonds:	October 26, 2020
School Board Meeting to Award Sale of Bonds:	October 26, 2020
Estimated Closing Date:	November 19, 2020
Redemption Date for Bonds Being Refunded:	February 1, 2021

Attachments

Estimated Combined Sources and Uses of Funds

Estimated Combined Debt Service Schedule

Estimated Debt Service Schedule for Facilities Maintenance Portion

Existing Debt Service Schedule for Callable Portion of 2011A Bonds

Estimated Debt Service Schedule for Refunding Portion (2011A Bonds)

Estimated Debt Service Comparison and Savings for Refunding Portion (2011A Bonds)

Existing Debt Service Schedule for Callable Portion of 2013A Bonds

Estimated Debt Service Schedule for Refunding Portion (2013A Bonds)

Estimated Debt Service Comparison and Savings for Refunding Portion (2013A Bonds)

Updated Long-Term Financing Plan for Debt and Capital Payments and Levies

Interest Rate Trends (Bond Buyer Index)

Resolution Authorizing Ehlers to Proceed with Bond Sale/Credit Enhancement
Resolution (Distributed Separately)

EHLERS' CONTACTS

Jodie Zesbaugh, Senior Municipal Advisor	(651) 697-8526
Matthew Hammer, Municipal Advisor	(651) 697-8592
Silvia Johnson, Public Finance Analyst	(651) 697-8580
Brian Shannon, Manager, Senior Financial Analyst	(651) 697-8515

The Preliminary Official Statement for this financing will be sent to the School Board at their home or email address for review prior to the sale date.

ESTIMATES PRIOR TO BOND SALE

Eden Prairie School District No. 272

September 23, 2020

Estimated Sources and Uses of Funds

	Facilities Maintenance	Alternative Facilities Refunding		Total
		2011A	2013A	
Authorized Bond Amount	\$11,090,000	\$10,175,000	\$6,885,000	\$28,150,000
Estimated Bond Amount	\$11,020,000	\$9,335,000	\$6,515,000	\$26,870,000
Estimated Project Costs	\$10,635,000	\$10,085,000	\$6,825,000	\$27,545,000
Dated Date of Bonds	11/19/2020	11/19/2020	11/19/2020	11/19/2020
Sources of Funds				
Par Amount	\$11,020,000	\$9,335,000	\$6,515,000	\$26,870,000
Investment Earnings ¹	26,525	0	0	26,525
Reoffering Premium ²	106,356	864,057	388,552	1,358,964
Total Sources	\$11,152,880	\$10,199,057	\$6,903,552	\$28,255,489
Uses of Funds				
Allowance for Discount Bidding	\$88,160	\$74,680	\$52,120	\$214,960
Capitalized Interest ³	384,300	0	0	384,300
Rounding/Contingency ⁴	0	2,146	448	2,595
Legal and Fiscal Costs ⁵	43,950	37,230	25,983	107,164
Net Available for Project Costs	10,636,470	10,085,000	6,825,000	27,546,470
Total Uses	\$11,152,880	\$10,199,057	\$6,903,552	\$28,255,489
Initial Deposit to Construction Fund	\$10,609,945	\$0	\$0	\$10,609,945
Initial Deposit to Refunding Fund	\$0	\$10,085,000	\$6,825,000	\$16,910,000

1 Estimated investment earnings for the Facilities Maintenance bond issue is based on an average interest rate of 0.25%, and an average life of 12 months. Estimated investment earnings on the refunding bond issues are estimated to be minimal.

2 The underwriter of the bonds may pay a premium to purchase the bonds. The amount will be determined based on the competitive bidding process. If any premium is received, it will be used either to reduce the par amount of the bonds or to pay a portion of the first year's interest on the bonds.

3 In order to keep the levy for taxes payable in 2021 (for payments in fiscal year 2022) consistent with taxes payable in 2020, the interest payments due in fiscal year 2022 on the Facilities Maintenance portion of the bonds will be made from bond proceeds.

4 Represents additional funds available for debt service due to the requirement to issue bonds in \$5,000 increments.

5 Includes fees for municipal advisor, bond counsel, rating agency, paying agent, and county certificate.

Eden Prairie School District No. 272

\$26,870,000 General Obligation Facilities Maintenance and Refunding Bonds, Series 2020A Issue Summary

Dated: November 19, 2020 - New Money and Current Refund Series 2011A & 2013A

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/19/2020	-	-	-	-	-
08/01/2021	-	-	557,025.00	557,025.00	-
02/01/2022	1,510,000.00	3.000%	397,875.00	1,907,875.00	2,464,900.00
08/01/2022	-	-	375,225.00	375,225.00	-
02/01/2023	4,340,000.00	3.000%	375,225.00	4,715,225.00	5,090,450.00
08/01/2023	-	-	310,125.00	310,125.00	-
02/01/2024	4,375,000.00	3.000%	310,125.00	4,685,125.00	4,995,250.00
08/01/2024	-	-	244,500.00	244,500.00	-
02/01/2025	1,820,000.00	3.000%	244,500.00	2,064,500.00	2,309,000.00
08/01/2025	-	-	217,200.00	217,200.00	-
02/01/2026	1,875,000.00	3.000%	217,200.00	2,092,200.00	2,309,400.00
08/01/2026	-	-	189,075.00	189,075.00	-
02/01/2027	1,930,000.00	3.000%	189,075.00	2,119,075.00	2,308,150.00
08/01/2027	-	-	160,125.00	160,125.00	-
02/01/2028	-	-	160,125.00	160,125.00	320,250.00
08/01/2028	-	-	160,125.00	160,125.00	-
02/01/2029	-	-	160,125.00	160,125.00	320,250.00
08/01/2029	-	-	160,125.00	160,125.00	-
02/01/2030	-	-	160,125.00	160,125.00	320,250.00
08/01/2030	-	-	160,125.00	160,125.00	-
02/01/2031	-	-	160,125.00	160,125.00	320,250.00
08/01/2031	-	-	160,125.00	160,125.00	-
02/01/2032	500,000.00	2.000%	160,125.00	660,125.00	820,250.00
08/01/2032	-	-	155,125.00	155,125.00	-
02/01/2033	535,000.00	2.000%	155,125.00	690,125.00	845,250.00
08/01/2033	-	-	149,775.00	149,775.00	-
02/01/2034	540,000.00	3.000%	149,775.00	689,775.00	839,550.00
08/01/2034	-	-	141,675.00	141,675.00	-
02/01/2035	560,000.00	3.000%	141,675.00	701,675.00	843,350.00
08/01/2035	-	-	133,275.00	133,275.00	-
02/01/2036	575,000.00	3.000%	133,275.00	708,275.00	841,550.00
08/01/2036	-	-	124,650.00	124,650.00	-
02/01/2037	1,375,000.00	3.000%	124,650.00	1,499,650.00	1,624,300.00
08/01/2037	-	-	104,025.00	104,025.00	-
02/01/2038	1,310,000.00	3.000%	104,025.00	1,414,025.00	1,518,050.00
08/01/2038	-	-	84,375.00	84,375.00	-
02/01/2039	1,265,000.00	3.000%	84,375.00	1,349,375.00	1,433,750.00
08/01/2039	-	-	65,400.00	65,400.00	-
02/01/2040	1,410,000.00	3.000%	65,400.00	1,475,400.00	1,540,800.00
08/01/2040	-	-	44,250.00	44,250.00	-
02/01/2041	2,950,000.00	3.000%	44,250.00	2,994,250.00	3,038,500.00
Total	\$26,870,000.00	-	\$7,233,500.00	\$34,103,500.00	-

Yield Statistics

Bond Year Dollars	\$245,159.00
Average Life	9.124 Years
Average Coupon	2.9505341%
Net Interest Cost (NIC)	2.4838967%
True Interest Cost (TIC)	2.3940989%
Bond Yield for Arbitrage Purposes	2.2282286%
All Inclusive Cost (AIC)	2.4442651%

IRS Form 8038

Net Interest Cost	2.3335454%
Weighted Average Maturity	8.918 Years

2020A New Money and CR 20 | Issue Summary | 9/23/2020 | 9:17 AM

Eden Prairie School District No. 272

\$11,020,000 General Obligation Facilities Maintenance and Refunding Bonds, Series 2020A

New Money Portion

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
11/19/2020	-	-	-	-	-	-	-
08/01/2021	-	-	224,175.00	224,175.00	(224,175.00)	-	-
02/01/2022	-	-	160,125.00	160,125.00	(160,125.00)	-	-
08/01/2022	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2023	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2023	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2024	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2024	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2025	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2025	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2026	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2026	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2027	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2027	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2028	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2028	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2029	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2029	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2030	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2030	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2031	-	-	160,125.00	160,125.00	-	160,125.00	320,250.00
08/01/2031	-	-	160,125.00	160,125.00	-	160,125.00	-
02/01/2032	500,000.00	2.000%	160,125.00	660,125.00	-	660,125.00	820,250.00
08/01/2032	-	-	155,125.00	155,125.00	-	155,125.00	-
02/01/2033	535,000.00	2.000%	155,125.00	690,125.00	-	690,125.00	845,250.00
08/01/2033	-	-	149,775.00	149,775.00	-	149,775.00	-
02/01/2034	540,000.00	3.000%	149,775.00	689,775.00	-	689,775.00	839,550.00
08/01/2034	-	-	141,675.00	141,675.00	-	141,675.00	-
02/01/2035	560,000.00	3.000%	141,675.00	701,675.00	-	701,675.00	843,350.00
08/01/2035	-	-	133,275.00	133,275.00	-	133,275.00	-
02/01/2036	575,000.00	3.000%	133,275.00	708,275.00	-	708,275.00	841,550.00
08/01/2036	-	-	124,650.00	124,650.00	-	124,650.00	-
02/01/2037	1,375,000.00	3.000%	124,650.00	1,499,650.00	-	1,499,650.00	1,624,300.00
08/01/2037	-	-	104,025.00	104,025.00	-	104,025.00	-
02/01/2038	1,310,000.00	3.000%	104,025.00	1,414,025.00	-	1,414,025.00	1,518,050.00
08/01/2038	-	-	84,375.00	84,375.00	-	84,375.00	-
02/01/2039	1,265,000.00	3.000%	84,375.00	1,349,375.00	-	1,349,375.00	1,433,750.00
08/01/2039	-	-	65,400.00	65,400.00	-	65,400.00	-
02/01/2040	1,410,000.00	3.000%	65,400.00	1,475,400.00	-	1,475,400.00	1,540,800.00
08/01/2040	-	-	44,250.00	44,250.00	-	44,250.00	-
02/01/2041	2,950,000.00	3.000%	44,250.00	2,994,250.00	-	2,994,250.00	3,038,500.00
Total	\$11,020,000.00	-	\$5,591,900.00	\$16,611,900.00	(384,300.00)	\$16,227,600.00	-

Yield Statistics

Bond Year Dollars	\$190,439.00
Average Life	17.281 Years
Average Coupon	2.9363208%
Net Interest Cost (NIC)	2.9267664%
True Interest Cost (TIC)	2.9183164%
Bond Yield for Arbitrage Purposes	2.2282286%
All Inclusive Cost (AIC)	2.9479979%

IRS Form 8038

Net Interest Cost	2.8564399%
Weighted Average Maturity	17.260 Years

Eden Prairie School District No. 272

\$11,000,000 G.O. Alternative Facilities Bonds, **Series 2011A**

Prior Original Debt Service

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
02/01/2021	-	-	-	-	-
08/01/2021	-	-	209,384.38	209,384.38	-
02/01/2022	355,000.00	4.000%	209,384.38	564,384.38	773,768.76
08/01/2022	-	-	202,284.38	202,284.38	-
02/01/2023	1,800,000.00	4.000%	202,284.38	2,002,284.38	2,204,568.76
08/01/2023	-	-	166,284.38	166,284.38	-
02/01/2024	1,865,000.00	4.000%	166,284.38	2,031,284.38	2,197,568.76
08/01/2024	-	-	128,984.38	128,984.38	-
02/01/2025	1,940,000.00	4.125%	128,984.38	2,068,984.38	2,197,968.76
08/01/2025	-	-	88,971.88	88,971.88	-
02/01/2026	2,020,000.00	4.250%	88,971.88	2,108,971.88	2,197,943.76
08/01/2026	-	-	46,046.88	46,046.88	-
02/01/2027	2,105,000.00	4.375%	46,046.88	2,151,046.88	2,197,093.76
Total	\$10,085,000.00	-	\$1,683,912.56	\$11,768,912.56	-

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	11/19/2020
Average Life	4.170 Years
Average Coupon	4.2030252%
Weighted Average Maturity (Par Basis)	4.170 Years
Weighted Average Maturity (Original Price Basis)	4.170 Years

Refunding Bond Information

Refunding Dated Date	11/19/2020
Refunding Delivery Date	11/19/2020

Eden Prairie School District No. 272

\$9,335,000 General Obligation Facilities Maintenance and Refunding Bonds, Series 2020A

Current Refund Series 2011A Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/19/2020	-	-	-	-	-
08/01/2021	-	-	196,035.00	196,035.00	-
02/01/2022	225,000.00	3.000%	140,025.00	365,025.00	561,060.00
08/01/2022	-	-	136,650.00	136,650.00	-
02/01/2023	1,720,000.00	3.000%	136,650.00	1,856,650.00	1,993,300.00
08/01/2023	-	-	110,850.00	110,850.00	-
02/01/2024	1,765,000.00	3.000%	110,850.00	1,875,850.00	1,986,700.00
08/01/2024	-	-	84,375.00	84,375.00	-
02/01/2025	1,820,000.00	3.000%	84,375.00	1,904,375.00	1,988,750.00
08/01/2025	-	-	57,075.00	57,075.00	-
02/01/2026	1,875,000.00	3.000%	57,075.00	1,932,075.00	1,989,150.00
08/01/2026	-	-	28,950.00	28,950.00	-
02/01/2027	1,930,000.00	3.000%	28,950.00	1,958,950.00	1,987,900.00
Total	\$9,335,000.00	-	\$1,171,860.00	\$10,506,860.00	-

Yield Statistics

Bond Year Dollars	\$39,062.00
Average Life	4.184 Years
Average Coupon	3.000000%
Net Interest Cost (NIC)	0.9791699%
True Interest Cost (TIC)	0.9295608%
Bond Yield for Arbitrage Purposes	2.2282286%
All Inclusive Cost (AIC)	1.0224354%

IRS Form 8038

Net Interest Cost	0.7153850%
Weighted Average Maturity	4.219 Years

Eden Prairie School District No. 272

\$9,335,000 General Obligation Facilities Maintenance and Refunding Bonds, Series 2020A
Current Refund Series 2011A Portion

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
02/01/2021	-	(2,146.43)	-	2,146.43
02/01/2022	561,060.00	561,060.00	773,768.76	212,708.76
02/01/2023	1,993,300.00	1,993,300.00	2,204,568.76	211,268.76
02/01/2024	1,986,700.00	1,986,700.00	2,197,568.76	210,868.76
02/01/2025	1,988,750.00	1,988,750.00	2,197,968.76	209,218.76
02/01/2026	1,989,150.00	1,989,150.00	2,197,943.76	208,793.76
02/01/2027	1,987,900.00	1,987,900.00	2,197,093.76	209,193.76
Total	\$10,506,860.00	\$10,504,713.57	\$11,768,912.56	\$1,264,198.99

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	1,216,758.37
Net PV Cashflow Savings @ 1.022%(AIC).....	1,216,758.37
Contingency or Rounding Amount.....	2,146.43
Net Present Value Benefit	\$1,218,904.80
Net PV Benefit / \$11,303,904.80 PV Refunded Debt Service	10.783%
Net PV Benefit / \$10,085,000 Refunded Principal...	12.086%
Net PV Benefit / \$9,335,000 Refunding Principal..	13.057%

Refunding Bond Information

Refunding Dated Date	11/19/2020
Refunding Delivery Date	11/19/2020

Eden Prairie School District No. 272

\$11,000,000 General Obligation Alternative Facilities Bonds, **Series 2013A**

Prior Original Debt Service

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
02/01/2021	-	-	-	-	-
08/01/2021	-	-	75,000.00	75,000.00	-
02/01/2022	1,425,000.00	2.000%	75,000.00	1,500,000.00	1,575,000.00
08/01/2022	-	-	60,750.00	60,750.00	-
02/01/2023	2,715,000.00	2.250%	60,750.00	2,775,750.00	2,836,500.00
08/01/2023	-	-	30,206.25	30,206.25	-
02/01/2024	2,685,000.00	2.250%	30,206.25	2,715,206.25	2,745,412.50
Total	\$6,825,000.00	-	\$331,912.50	\$7,156,912.50	-

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	11/19/2020
Average Life	2.385 Years
Average Coupon	2.2237327%
Weighted Average Maturity (Par Basis)	2.385 Years
Weighted Average Maturity (Original Price Basis)	2.385 Years

Refunding Bond Information

Refunding Dated Date	11/19/2020
Refunding Delivery Date	11/19/2020

Eden Prairie School District No. 272

\$6,515,000 General Obligation Facilities Maintenance and Refunding Bonds, Series 2020A

Current Refund Series 2013A Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/19/2020	-	-	-	-	-
08/01/2021	-	-	136,815.00	136,815.00	-
02/01/2022	1,285,000.00	3.000%	97,725.00	1,382,725.00	1,519,540.00
08/01/2022	-	-	78,450.00	78,450.00	-
02/01/2023	2,620,000.00	3.000%	78,450.00	2,698,450.00	2,776,900.00
08/01/2023	-	-	39,150.00	39,150.00	-
02/01/2024	2,610,000.00	3.000%	39,150.00	2,649,150.00	2,688,300.00
Total	\$6,515,000.00	-	\$469,740.00	\$6,984,740.00	-

Yield Statistics

Bond Year Dollars	\$15,658.00
Average Life	2.403 Years
Average Coupon	3.0000000%
Net Interest Cost (NIC)	0.8513753%
True Interest Cost (TIC)	0.8228684%
Bond Yield for Arbitrage Purposes	2.2282286%
All Inclusive Cost (AIC)	0.9857237%

IRS Form 8038

Net Interest Cost	0.4868750%
Weighted Average Maturity	2.415 Years

Eden Prairie School District No. 272

\$6,515,000 General Obligation Facilities Maintenance and Refunding Bonds, Series 2020A
Current Refund Series 2013A Portion

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
02/01/2021	-	(448.27)	-	448.27
02/01/2022	1,519,540.00	1,519,540.00	1,575,000.00	55,460.00
02/01/2023	2,776,900.00	2,776,900.00	2,836,500.00	59,600.00
02/01/2024	2,688,300.00	2,688,300.00	2,745,412.50	57,112.50
Total	\$6,984,740.00	\$6,984,291.73	\$7,156,912.50	\$172,620.77

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	168,048.20
Net PV Cashflow Savings @ 0.986%(AIC).....	168,048.20
Contingency or Rounding Amount.....	448.27
Net Present Value Benefit	\$168,496.47
Net PV Benefit / \$6,993,496.47 PV Refunded Debt Service	2.409%
Net PV Benefit / \$6,825,000 Refunded Principal...	2.469%
Net PV Benefit / \$6,515,000 Refunding Principal..	2.586%

Refunding Bond Information

Refunding Dated Date	11/19/2020
Refunding Delivery Date	11/19/2020

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Eden Prairie School District No. 272
Preliminary Financing Plan for Future Projects

\$11,020,000 Facilities Maintenance Bonds
Four Potential Future Facilities Maintenance
Bond Issues in 2023, 2025, 2027 and 2029

Future Bond Issues

Type of Bond	Amount	Dated	Average Interest Rate
Facilities Maintenance	\$11,020,000	11/19/2020	2.92%
Facilities Maintenance	\$9,890,000	3/1/2023	4.00%
Facilities Maintenance	\$6,425,000	3/1/2025	4.00%
Facilities Maintenance	\$2,280,000	3/1/2027	4.00%
Facilities Maintenance	\$2,375,000	3/1/2029	4.00%

September 23, 2020

Levy				Debt Service Levies - Existing Bonds ²						Other Levies		Facilities Maintenance Funding						Combined Totals	
Pay	Fiscal	Estimated Tax	Capacity Value ¹	Building	Alt. Fac. / FM	Est. Refunding	Est. Debt	Net	Tax	Lease	Capital	General Fund		Addl. Debt	Est. LTFM	Debt		Total	Tax
Year	Year	(\$000s)	% Chg	Bonds	Bonds	Savings ⁷	Excess ³	Levy	Rate	Levy ⁴	Project Levy ⁵	Revenue	Principal	Interest	Excess ³	Aid	Levy	Levy	Rate
2020	2021	110,296	3.7%	2,025,289	7,994,595	-	-	10,019,885	9.08	1,208,717	7,312,021	1,776,969	-	-	-	-	-	20,317,591	18.42
2021	2022	113,605	3.0%	2,167,725	7,813,523	(281,577)	(546,735)	9,152,936	8.06	843,083	7,599,850	3,328,476	-	384,300	6	-	-	20,924,345	18.42
2022	2023	113,605	0.0%	2,235,975	6,329,663	(284,412)	(436,485)	7,844,741	6.91	843,083	7,827,846	4,073,730	-	320,250	-	-	336,263	20,925,662	18.42
2023	2024	113,605	0.0%	2,361,975	6,226,671	(281,380)	(372,655)	7,934,611	6.98	843,083	7,827,846	3,983,795	-	682,883	6	-	-	20,925,597	18.42
2024	2025	113,605	0.0%	2,406,075	6,158,408	(219,680)	(373,827)	7,970,976	7.02	843,083	7,827,846	3,535,405	-	715,850	-	-	751,643	20,928,952	18.42
2025	2026	115,309	1.5%	2,434,950	6,047,711	(219,233)	(375,516)	7,887,911	6.84	843,083	7,827,846	3,965,014	-	951,433	6	(33,824)	-	21,241,672	18.42
2026	2027	117,039	1.5%	2,470,125	6,047,186	(219,653)	(371,854)	7,925,803	6.77	843,083	7,945,263	3,855,886	-	972,850	-	(32,302)	-	21,559,226	18.42
2027	2028	118,794	1.5%	2,505,825	4,126,585	-	(373,395)	6,259,015	5.27	843,083	8,064,442	5,738,115	-	1,056,450	6	(44,514)	-	21,881,634	18.42
2028	2029	120,576	1.5%	2,536,538	3,643,585	-	(298,458)	5,881,665	4.88	843,083	8,185,409	6,228,224	-	1,064,050	-	(43,964)	-	22,211,669	18.42
2029	2030	121,782	1.0%	2,541,263	3,718,975	-	(278,106)	5,982,132	4.91	843,083	8,308,190	6,233,224	-	1,151,133	6	(48,298)	-	22,435,584	18.42
2030	2031	123,000	1.0%	2,563,050	3,847,338	-	(281,711)	6,128,677	4.98	843,083	8,391,272	6,126,243	-	1,159,050	-	(48,103)	-	22,658,175	18.42
2031	2032	124,230	1.0%	1,887,690	3,325,593	-	(288,467)	4,924,816	3.96	843,083	8,475,185	6,951,243	500,000	1,159,050	-	(52,600)	-	22,883,728	18.42
2032	2033	125,472	1.0%	2,953,440	2,347,006	-	(234,598)	5,065,848	4.04	843,083	8,559,936	6,951,243	535,000	1,149,050	-	(76,023)	-	23,112,340	18.42
2033	2034	125,472	0.0%	2,924,880	2,302,834	-	(238,520)	4,989,194	3.98	843,083	8,645,536	6,951,243	540,000	1,138,350	-	(76,150)	-	23,115,173	18.42
2034	2035	125,472	0.0%	2,921,415	2,300,209	-	(235,247)	4,986,377	3.97	843,083	8,645,536	6,951,243	560,000	1,122,150	-	(75,875)	-	23,116,621	18.42
2035	2036	125,472	0.0%	3,010,560	2,211,615	-	(234,973)	4,987,202	3.97	843,083	8,645,536	6,951,243	575,000	1,105,350	-	(76,067)	-	23,115,364	18.42
2036	2037	125,472	0.0%	4,402,230	-	-	(234,998)	4,167,232	3.32	843,083	8,645,536	6,951,243	1,375,000	1,088,100	-	(75,974)	-	23,117,375	18.42
2037	2038	125,472	0.0%	4,510,958	-	-	(198,100)	4,312,858	3.44	843,083	8,645,536	6,951,243	1,310,000	1,046,850	-	(112,963)	-	23,114,449	18.42
2038	2039	125,472	0.0%	4,597,163	-	-	(202,993)	4,394,170	3.50	843,083	8,645,536	6,951,243	1,265,000	1,007,550	-	(106,278)	-	23,113,931	18.42
2039	2040	125,472	0.0%	4,482,818	-	-	(206,872)	4,275,946	3.41	843,083	8,645,536	6,951,243	1,410,000	969,600	-	(102,595)	-	23,111,792	18.42
2040	2041	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	4,340,000	927,300	-	(107,819)	-	21,862,707	17.42
2041	2042	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	4,610,000	783,200	-	(244,028)	-	21,858,694	17.42
2042	2043	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	4,795,000	598,800	-	(243,847)	-	21,859,504	17.42
2043	2044	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	4,990,000	407,000	-	(243,884)	-	21,862,828	17.42
2044	2045	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	5,185,000	207,400	-	(244,033)	-	21,857,848	17.42
2045	2046	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	-	-	-	-	-	16,439,862	13.10
2046	2047	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	-	-	-	-	-	16,439,862	13.10
2047	2048	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	-	-	-	-	-	16,439,862	13.10
2048	2049	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	-	-	-	-	-	16,439,862	13.10
2049	2050	125,472	0.0%	-	-	-	-	-	-	843,083	8,645,536	6,951,243	-	-	-	-	-	16,439,862	13.10
Totals				57,939,944	74,441,497	(1,505,936)	(5,783,511)	125,091,994		25,658,124	251,127,057	180,918,698	31,990,000	21,168,000	(2,089,142)	-	52,515,898	635,311,770	

¹ Tax capacity value is final value for taxes payable in 2020, with estimated percentage changes for later years as shown above.

² Initial debt service levies are set at 105 percent of the principal and interest payments during the next fiscal year.

³ The debt excess adjustment for taxes payable in 2020 is the actual amount and the estimate for 2021 is based on the audited fund balance for fiscal year 2019. Estimates for future years are based on 4.5% of the prior years' total debt service levy.

⁴ Lease levy amounts for future years are based on the best available estimates of payments for all current and planned leases.

⁵ These estimates assume that the current Capital Project Levy would be renewed at the same tax rate when it expires.

⁶ For each of the Facilities Maintenance bond issues, interest payments due during the first year would be paid from funds on hand in the debt service fund or bond proceeds.

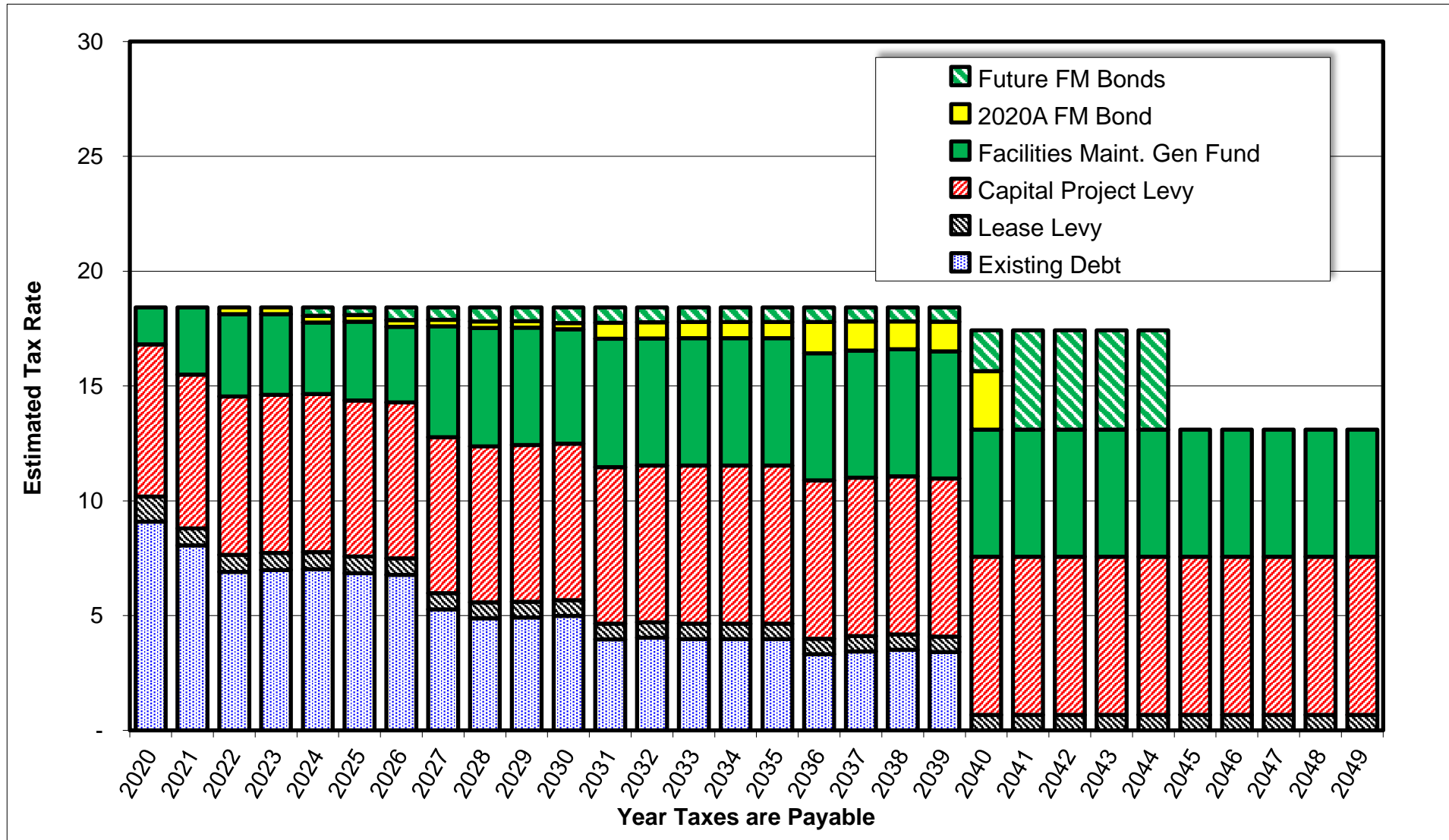
⁷ Estimated savings from a planned current refunding of the District's 2011A and 2013A Bonds as of 9/14/2020.

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Eden Prairie School District No. 272
Estimated Tax Rates for Capital and Debt Service Levies

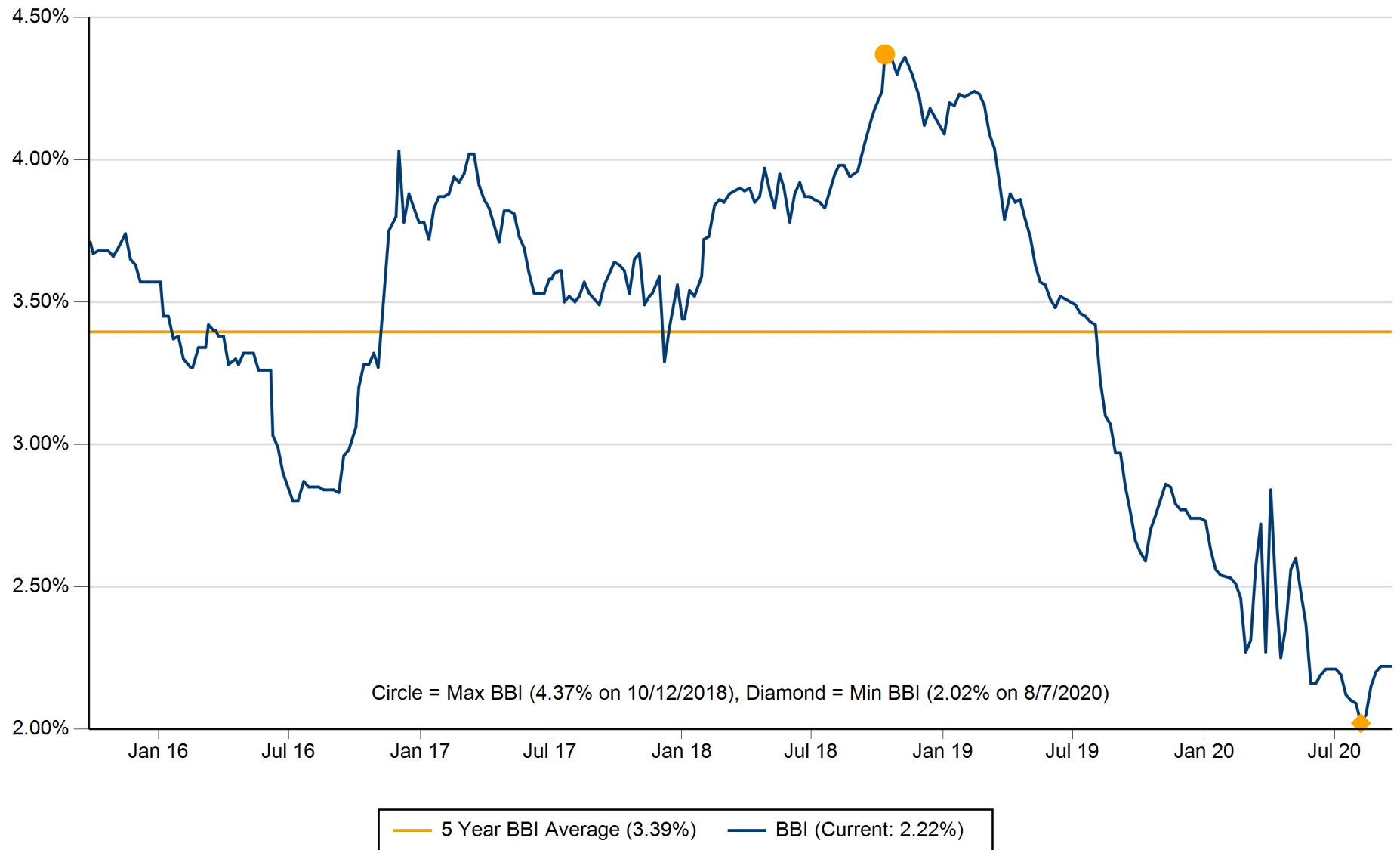
\$11,020,000 Facilities Maintenance Bonds
Four Potential Future Facilities Maintenance
Bond Issues in 2023, 2025, 2027 and 2029

Date Prepared: September 23, 2020



5 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates September, 2015 - September, 2020



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Extract of Minutes of Meeting
of the School Board of
Independent School District No. 272 (Eden Prairie Schools)
Hennepin County, Minnesota

Pursuant to due call and notice thereof a regular meeting of the School Board of Independent School District No. 272 (Eden Prairie Schools), Hennepin County, Minnesota, was held in the District's Administrative Services Center in the City of Eden Prairie, Minnesota, on Monday, September 28, 2020, commencing at 6:00 P.M.

The following directors were present:

and the following were absent:

The following resolution was presented by Director _____, who moved its adoption:

**RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL
OBLIGATION BONDS, SERIES 2020A, IN THE APPROXIMATE
AGGREGATE PRINCIPAL AMOUNT OF \$28,150,000**

BE IT RESOLVED By the School Board (the “Board”) of Independent School District No. 272 (Eden Prairie Schools), Hennepin County, Minnesota (the “District”), as follows:

1. Facilities Maintenance Bonds.

(a) The District is authorized under the provisions of Minnesota Statutes, Chapter 475, as amended (the “Municipal Debt Act”), and Section 123B.595, as amended (the “Facilities Maintenance Act”), to issue general obligation bonds for the purpose of financing certain facilities and site maintenance projects approved by the Minnesota Commissioner of Education (the “Commissioner”).

(b) It is necessary and desirable that the District issue its general obligations in the approximate principal amount of \$11,090,000 (the “Facilities Maintenance Bonds”), pursuant to the Municipal Debt Act and the Facilities Maintenance Act, to finance the costs of certain facilities and site maintenance projects (collectively, the “Projects”) which are included in the District’s ten-year facilities plan approved by the Commissioner (the “Plan”).

(c) The Board hereby approves certain revisions to the Plan on file with the Board. District staff and officials are authorized and directed to submit to the Commissioner such additional information as may be necessary to secure the approval of the Commissioner for the revisions to the Plan and the Facilities Maintenance Bonds pursuant to the Facilities Maintenance Act.

2. Refunding Bonds.

(a) On February 17, 2011, the District issued its General Obligation Alternative Facilities Bonds, Series 2011A (the “Series 2011A Bonds”), in the original aggregate principal amount of \$11,000,000, currently outstanding in the principal amount of \$10,415,000, of which \$10,085,000 in principal amount is subject to redemption on or after February 1, 2021, pursuant to the Municipal Debt Act and former Minnesota Statutes, Section 123B.59. Proceeds of the Series 2011A Bonds were used to finance certain improvements included in the District’s ten-year plan approved by the Commissioner.

(b) On February 27, 2013, the District issued its General Obligation Alternative Facilities Bonds, Series 2013A (the “Series 2013A Bonds”), in the original aggregate principal amount of \$11,000,000, currently outstanding in the principal amount of \$8,875,000, of which \$6,825,000 in principal amount is subject to redemption on or after February 1, 2021, pursuant to the Municipal Debt Act and former Minnesota Statutes, Section 123B.59. Proceeds of the Series 2013A Bonds were used to finance certain improvements included in the District’s ten-year plan approved by the Commissioner.

(c) The District is authorized by Section 475.67, subdivision 3 of the Municipal Debt Act to issue and sell its general obligation bonds to refund obligations and the interest thereon before the due date of the obligations, if consistent with covenants made with the holders thereof, when determined by the Board to be necessary or desirable for the reduction of debt service costs to the District or for the extension or adjustment of maturities in relation to the resources available for their payment.

(d) It is necessary and desirable for the reduction of debt service costs to the District that the District issue its general obligations in the approximate principal amount of \$17,060,000 (the “Refunding Bonds”), pursuant to the Municipal Debt Act, specifically Section 475.67, subdivision 3, to redeem and prepay the Series 2011A Bonds and the Series 2013A Bonds (together, the “Refunded Bonds”) on February 1, 2021.

3. Sale of Bonds.

(a) The Board finds it necessary and expedient to the sound financial management of the affairs of the District and to reduce debt service costs to the District that the District issue its General Obligation Bonds, Series 2020A (the “Bonds”), in the approximate aggregate principal amount of \$28,150,000, pursuant to the Municipal Debt Act, including Section 475.67, subdivision 3, and the Facilities Maintenance Act, in order to provide financing for the Projects and to redeem and prepay the Refunded Bonds.

(b) The District is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the District has retained an independent municipal advisor in connection with the sale of the Bonds. The actions of the District staff and its municipal advisor in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

4. Authority of Municipal Advisor. Ehlers and Associates, Inc., as municipal advisor to the District (the “Municipal Advisor”), is authorized and directed to negotiate the sale of the Bonds. The Board intends to meet on Monday, October 26, 2020, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

5. Notice of Issuance of Facilities Maintenance Bonds. The District Clerk is authorized to publish a notice of the District’s intent to issue the Bonds in the official newspaper of the District, in substantially the form attached as EXHIBIT A hereto, as soon as reasonably practicable after adoption of this resolution, but in any event, at least twenty (20) days before the earlier of the issuance of the Bonds or the final certification of levies.

6. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, is authorized to act as bond counsel for the District (“Bond Counsel”) and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the District are hereby authorized to assist Bond Counsel and the Municipal Advisor in the preparation of such documents, certificates, and instruments, including an offering document for the sale of the Bonds.

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

The District further covenants to comply with all procedures now and hereafter established by the Minnesota Departments of Management and Budget and Education pursuant to subdivision 2(c) of the State Credit Enhancement Act and otherwise to take such actions as necessary to comply with that section. The Chair, Clerk, Superintendent, or Executive Director of Business Services of the District is authorized to execute any applicable Department of Education forms.

(The remainder of this page is intentionally left blank.)

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

and the following voted against:

whereupon the resolution was declared duly passed and adopted.

EXHIBIT A

NOTICE OF FACILITIES MAINTENANCE PROJECTS

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

Notice is hereby given that the School Board of Independent School District No. 272 (Eden Prairie Schools), Hennepin County, Minnesota (the “District”), intends to issue its general obligation facilities maintenance bonds in the approximate principal amount of \$11,090,000 (the “Facilities Maintenance Bonds”) pursuant to Minnesota Statutes, Chapter 475, as amended, and Section 123B.595, as amended. The Facilities Maintenance Bonds will be issued as part of the District’s General Obligation Bonds, Series 2020A (the “Series 2020A Bonds”), in the approximate principal amount of \$28,150,000. The proceeds of the Facilities Maintenance Bonds will be used to finance certain deferred projects for fiscal years 2021, 2022, and 2023 included in the District’s ten-year facilities plan and to finance related costs. A general description of the projects to be financed is shown in the table below:

<u>School Facility</u>	<u>Project</u>
Forest Hills Elementary	Playground, Parking Lots/Paving, Domestic Water Piping, Flooring, Lighting
Cedar Ridge Elementary	Playground, Parking Lots/Paving
Prairie View Elementary	Plumbing Fixtures
Central Middle	Athletic Use Areas (Track, Main Gym Floor and Bleachers), PA System, Flooring, Windows, Lighting, Mechanical Upgrades, Parking Lots/Paving, Doors/Hardware
Eden Prairie High	Athletic Use Areas (Track, Turf Field, Fencing), Doors/Hardware, Parking Lots/Paving
Administrative Services Center	Retaining Wall, Flooring, Storage Tank

The total amount of District indebtedness as of September 1, 2020 is \$95,585,000. If these proposed Facilities Maintenance Bonds are issued as part of the District’s Series 2020A Bonds, the total indebtedness of the District will be \$123,735,000.

BY ORDER OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT
NO. 272 (EDEN PRAIRIE SCHOOLS),
HENNEPIN COUNTY, MINNESOTA

Dated: September 28, 2020

/s/ Debjyoti Dwivedy

Clerk

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

STATE OF MINNESOTA)
COUNTY OF HENNEPIN)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 272 (Eden Prairie Schools), Hennepin County, Minnesota (the “District”), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the Board of Education of the District held on Monday, September 28, 2020, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes, insofar as they relate to authorizing the issuance of General Obligation Bonds, Series 2020A, in the approximate aggregate principal amount of \$28,150,000.

WITNESS My hand as such Clerk this ____ day of _____, 2020.

Clerk
Independent School District No. 272 (Eden
Prairie Schools), Hennepin County, Minnesota



September 28, 2020

To: Dr. Josh Swanson
From: Business Office
Re: Preliminary Tax Levy

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

The preliminary levy for taxes payable in 2021 is required to be school board approved by September 30th and we will provide numbers and comparative data at the September 28th board meeting. At this time, we believe there will be a levy increase of between 2.0%-3.0%

At the September 28th School Board meeting, we propose the school board approve the preliminary tax levy at the maximum for taxes payable in 2021 for Independent School District #272. This allows the Business Office to continue working with MDE to finalize the amounts that will appear on the truth in taxation notices in November.

Eden Prairie Schools
Preliminary Levy Certification Payable 2021

Categories		2019 Pay 20 FY 21	2020 Pay 21 FY 22	Dollar Change	Comments
1	GENERAL FUND				
2	Equity	\$ 761,801	\$ 786,690	\$ 24,889	Similar to last year
3	Achievement & Integration	461,225	440,787	(20,439)	Similar to last year
4	Alternative Teacher Compensation	852,337	840,298	(12,039)	Similar to last year
5	Referendum	22,292,091	22,151,939	(140,151)	2.31% inflation increase & prior year adjustments
6	Transition	53,818	53,942	123	Similar to last year
7	Re-employment Ins.	105,170	61,897	(43,273)	Large FY19 adjustment
8	Safe Schools	498,926	492,871	(6,055)	Similar to prior years
9	Career Technical	415,994	466,501	50,507	35% of estimated expenditures, increased investments into CTE prgm
10	Abatement/Other Adjustments	490,282	401,088	(89,195)	Fewer abatements this year
11	Building/ Lease	1,208,717	846,916	(361,801)	Reduction in Education Center lease due to moving Community Education
12	Building/ Lease Adjustments	(217,943)	(25,985)	191,958	Prior year large adjustment creating positive variance
13	Operating Capital	1,083,322	1,193,885	110,563	Similar to prior years
14	Capital Projects	7,312,021	7,599,850	287,829	Technology levy, increase in adjusted net tax capacity
15	Long Term Facility Maintenance (LTFM)	1,795,514	3,328,746	1,533,232	More pay-as-you-go planned moving forward
16	Capital Facilities Bonds Adjustment	(120,120)	-	120,120	10 year payment plan is paid off!
17	LEVY TOTAL	\$ 36,993,155	\$ 38,639,423	\$ 1,646,268	4.45%
18	Basic Maint. & Sparsity	\$ 62,477,125	\$ 62,020,061	\$ (457,063)	2% formula increase, adjusted for decreasing enrollment
19	Declining Enrollment	271,033	57,369	(213,664)	28% of formula allowance for fewer pupils
20	Pension Adjustment	363,081	485,788	122,708	Pay for 2018 legislative action on Teacher Retirement Association
21	Gifted & Talented	123,679	122,775	(905)	Based on adjusted pupil units
22	Extended Time	483,045	409,360	(73,685)	Based on adjusted pupil units
23	Transportation Sparsity	15,921	27,824	11,903	18.2% of excess cost of providing transportation
24	Basic Skills	2,005,304	2,158,511	153,206	Eligible Free/Reduced & EL concentration
25	Referendum	3,125	3,125	-	Equalization aid
26	Achievement & Integration	1,065,735	1,029,469	(36,267)	Based on submitted budget to MDE
27	Special Education	12,953,753	12,859,210	(94,543)	Estimate by MDE
28	Abatement Aid	5,938	25,736	19,798	Abatement activity
29	Alternative Teacher Compensation	1,459,137	1,424,981	(34,156)	Based on adjusted pupil units
30	Nonpub/Alt Att Transp	229,562	271,451	41,889	Increased FTE's and expenditures
31	Operating Capital	1,001,984	929,121	(72,864)	Similar to last year
32	AID TOTAL	\$ 82,458,424	\$ 81,824,781	\$ (633,643)	-0.77%
33	GENERAL FUND TOTAL	\$ 119,451,579	\$ 120,464,204	\$ 1,012,625	0.85%
34	COMMUNITY EDUCATION FUND				
35	Basic Levy	\$ 451,675	\$ 451,675	\$ -	\$5.42 per population (2012 census)
36	Early Child & Family	333,775	327,503	(6,272)	Slightly smaller population
37	Home Visiting	9,212	9,971	759	0-4 year old
38	Disabled Adults	6,365	6,365	-	50% of approved expenditures
39	School-Aged Care	269,599	343,986	74,387	Funding for students with disabilities
40	Abatement Adjustment	559	6,784	6,225	Abatement activity
41	LEVY TOTAL	\$ 1,071,185	\$ 1,146,284	\$ 75,099	7.01%
42	Early Child & Family Education	\$ 332,575	\$ 339,577	\$ 7,002	Based on increased ANTC and 5 year old population
43	Home Visiting Aid	3,554	3,042	(511)	Similar to prior year
44	Abatement Aid	518	2,238	1,721	Abatement activity
45	AID TOTAL	\$ 336,646	\$ 344,857	\$ 8,211	2.44%
46	COMM. ED. FUND TOTAL	\$ 1,407,831	\$ 1,491,141	\$ 83,310	5.92%
47	DEBT SERVICE FUND				
48	Debt Levy	\$ 2,025,289	\$ 2,167,725	\$ 142,436	Scheduled principal & interest payments
49	Alternative Facilities (LTFM) Bond	8,114,715	7,813,524	(301,191)	Scheduled principal & interest payments
50	Debt Excess	-	(532,655)	(532,655)	Calculated using fund balance & projected costs
51	Abatement Adjustment	-	69,188	69,188	Abatement activity
52	DEBT SERVICE LEVY TOTAL	\$ 10,140,005	\$ 9,517,782	\$ (622,223)	-6.14%
53	ALL FUNDS LEVY & AID TOTAL	\$ 130,999,414	\$ 131,473,126	\$ 473,712	0.36%
54	LEVY GRAND TOTAL	\$ 48,204,345	\$ 49,303,488	\$ 1,099,144	2.28%



Preliminary Tax Levy



EDEN PRAIRIE SCHOOLS
Inspiring each student every day

Property Tax Background

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

Payable in 2021 Tax Levy

Schedule of events in approval of district's Payable 2021 tax levy

- September 8: Dept. of Education prepared and distributed first draft of levy limit worksheets setting maximum authorized levy
- September 28: School board approves proposed levy amounts at the maximum
- Mid-November: County mails “Proposed Property Tax Statements” to all property owners
- December 14: Public hearing on proposed levy
- December 14: Following hearing school board will certify final actual levy amounts

Taxing Jurisdictions – Proposed Increases

- School District + 2.28%
- City of Eden Prairie + 3.80%
- Hennepin County + 0.00%



Overview of Levy Changes

Fund	Pay 20	Pay 21	\$ Change	% Change
General Fund	\$36,993,155	\$38,639,423	+ \$1,646,268	+ 4.45%
Community Educ.	1,071,185	1,146,284	+ 75,099	+ 7.01
Debt Service	10,140,005	9,517,782	- (622,223)	- (6.14)
Total	\$48,204,345	\$49,303,488	+ \$1,099,144	+ 2.28%

Note: These are estimates

Overview of Aid Changes

Fund	FY19	FY20	\$ Change	% Change
General	\$ 82,458,424	\$ 81,824,781	- \$633,643	- 0.77%
Community Educ.	336,646	344,857	+ 8,211	+ 2.44%
Total	\$ 82,795,070	\$ 82,169,638	- (\$625,432)	- 0.75%

Explanation of Levy Changes

General Fund	
Category:	Operating Referendum & Local Optional Revenue
Change:	- \$140,151
Use of Funds:	General operating expenses
Reasons for decrease:	
	Funding based on declining adjusted pupil units
	Includes an inflationary increase of 2.31%

Explanation of Levy Changes

General Fund	
Category:	Lease Levy
Change:	- \$361,801
Use of Funds:	Lease payment obligations
Reasons for decrease:	
	Ending of Education Center Lease to move Community Education to Lower Campus

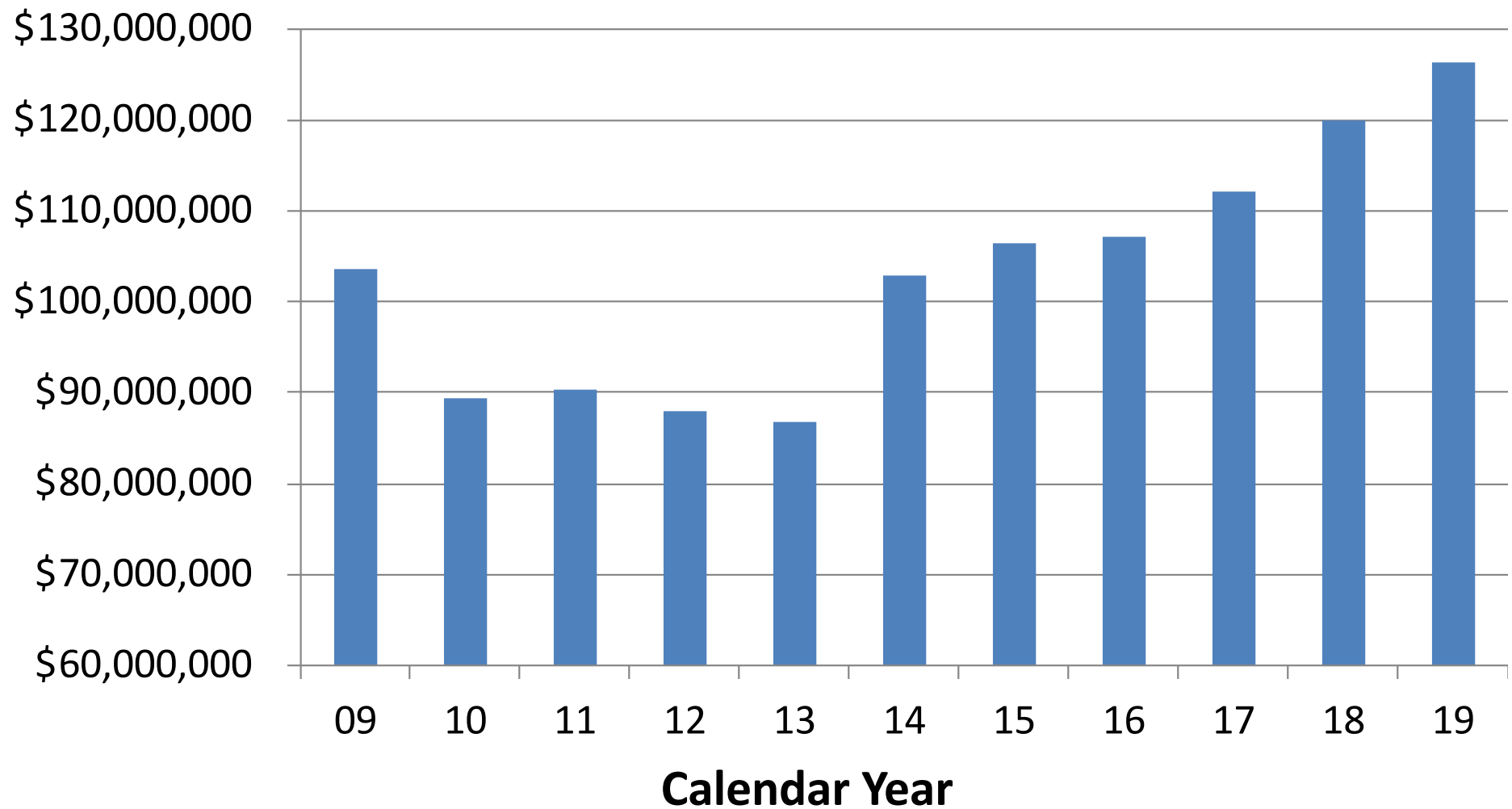
Explanation of Levy Changes

General Fund	
Category:	Long Term Facility Maintenance (LTFM)
Change:	+ \$1,533,232
Use of Funds:	Deferred capital and maintenance, approved health and safety, increased accessibility to school facilities.
Reasons for decrease:	
	Increase in pay-as-you go
	Consideration for district-wide debt financing plan

Explanation of Levy Changes

General Fund	
Category:	Capital Projects (Technology Levy)
Change:	+ \$287,829
Use of Funds:	General operating expenses
Reasons for increase:	
	The capital projects levy is based on net tax capacity (ANTC)

Adjusted Net Tax Capacity (ANTC)



Explanation of Levy Changes

Community Education Fund	
Category:	School-Age Care
Change:	+ \$75,099
Use of Funds:	A district that offers a school age care program is eligible for revenue for the additional costs of providing services to children with disabilities
Reasons for increase:	
	Experienced more reimbursable costs last year, creating a positive adjustment of \$68,986
	The Eagle Zone program means the district can claim the incurred expenses as revenue

Explanation of Levy Changes

Debt Service Fund	
Category:	Total Debt Service
Change:	- \$532,655
Use of Funds:	Principal and Interest Payments
Reasons for increase:	
	Reduction of debt excess as we are required to levy 105% of our debt payments.

Overview of Levy Changes

Fund	Pay 20	Pay 21	\$ Change	% Change
Voter Approved	\$ 24,704,433	\$ 24,881,302	+ \$176,869	+ 0.72%
Other	<u>23,499,912</u>	<u>24,422,186</u>	<u>+922,274</u>	<u>+ 3.92%</u>
Total	\$ 48,204,345	\$ 49,303,488	+ \$1,099,143	+ 2.28%

THANK YOU



EDEN PRAIRIE SCHOOLS

Inspiring each student every day



Instructional Model Re-Assessment 2020 - 2021



EDEN PRAIRIE SCHOOLS
Inspiring each student every day

Background

- Complex Environment
- Careful Observation of Local Data
- Focus on Health and Safety Based on MDH Recommendations
- Continuous Improvement of Operations and Instruction
- Information Continuously Evolves
- Focus on Stability for Everyone in an Unstable Environment
- What We Know Today May Not Be Right Tomorrow
- Consultation with Incident Command Team
- Consultation with Other Districts

Tonight

- Review of the Data and Trends
- Review the Local Impact in Our Current Environment
- Overview of My Recommendation
- Possible Transition Philosophy
- Steps and Transition Recommendation Tenets
- Planned Next Steps

STAY SAFE MN

Safe Learning Plan for the 2020-21 School Year

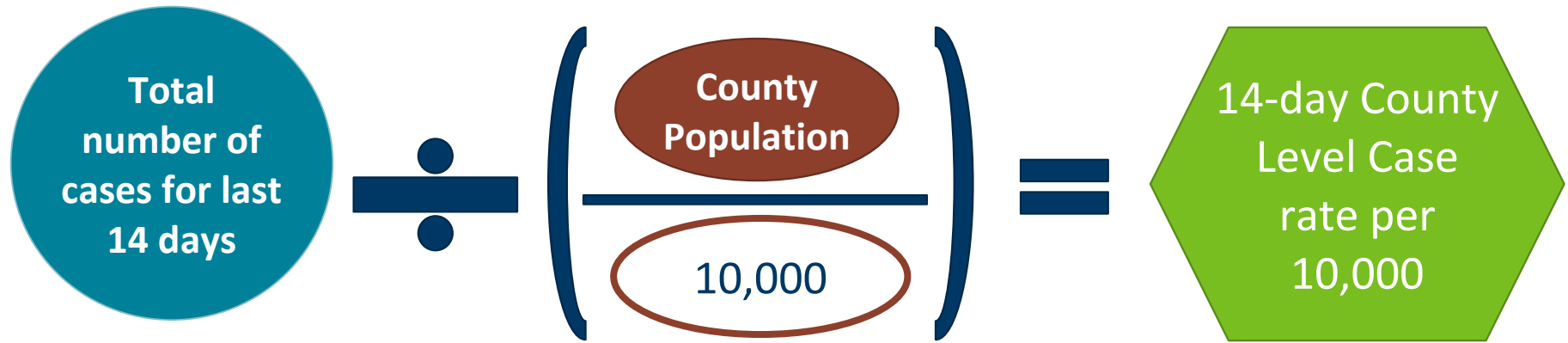
7/30/2020

Making a Decision: Goals

1. Prioritize the safety of students and staff
2. Prioritize in-person learning, especially for younger learners and those with most need
3. Recognize differences in potential spread among different ages
4. Support planning, while permitting flexibility for districts
5. Take into account disease prevalence at a local level

14-day county level case rate

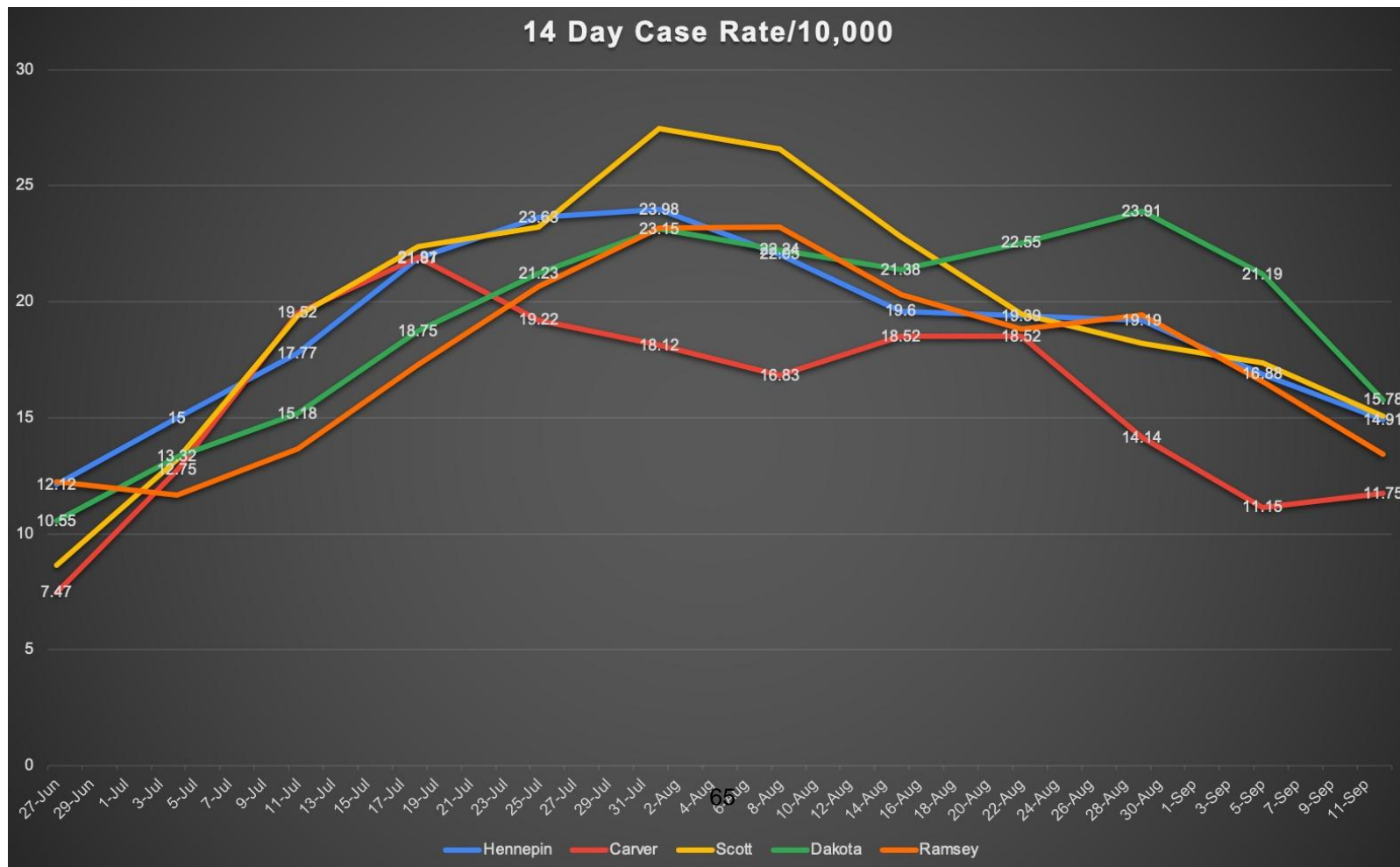
STAY SAFE MN



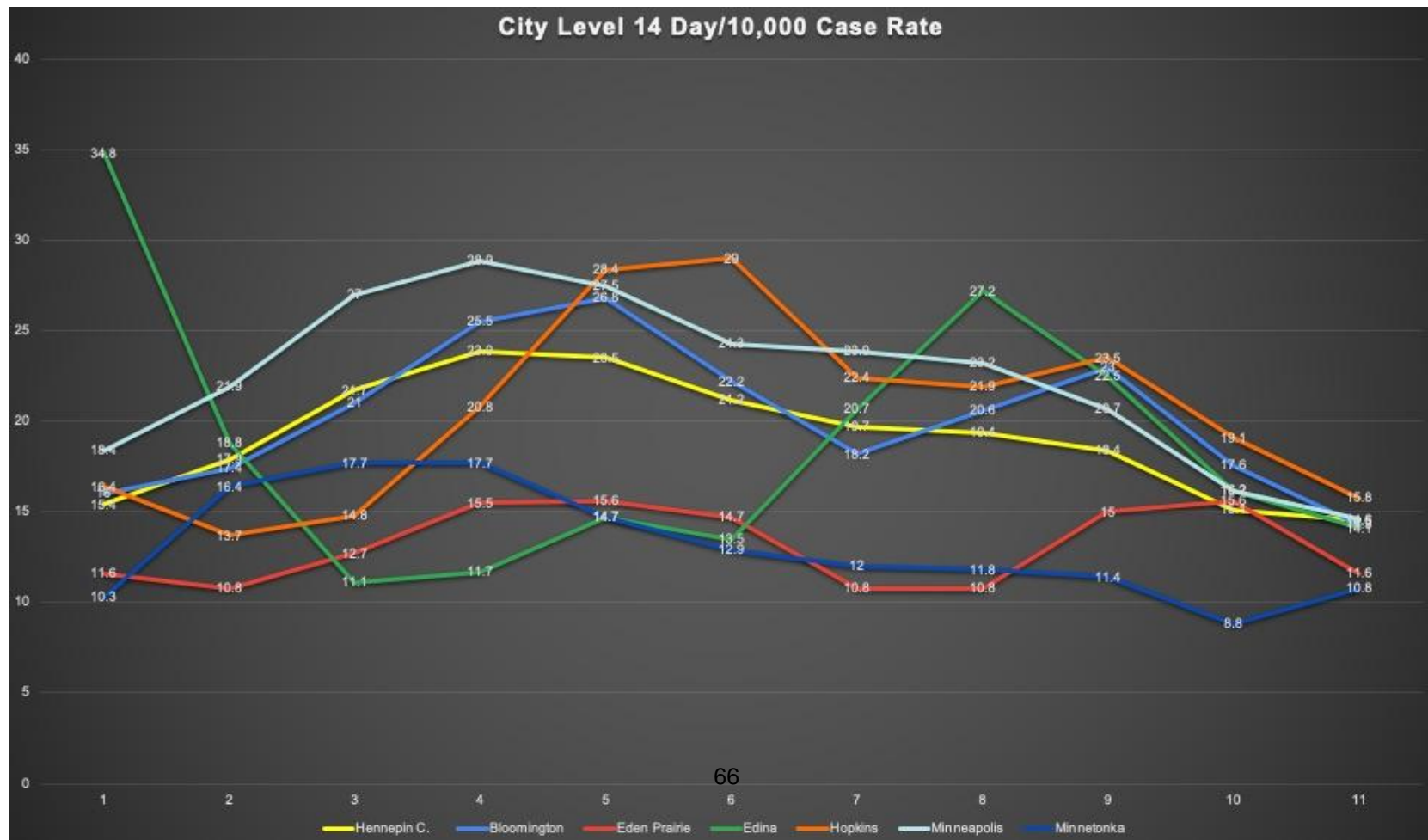
Selecting a learning model for school opening

STAY SAFE MN

Number of cases per 10,000 over 14 days, by county of residence	Learning model
0-9	In-person learning for all students
10-19	In person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students



Hennepin County at 14.91 and Neighbors Range from 11.75 to 15.78



66

EP Rate at 11.6 and Neighbors Range from 10.8 to 15.3

Assessing cases in a school after opening

STAY SAFE MN

- How many cases are there? Are they close together in time or spread out over several weeks?
- Are new cases traceable to the school community or are they likely the result of a different exposure?
- Where are cases occurring, and do they have any common themes?
- How many close contacts does each case have?
- Are students, parents, and staff forthcoming about close contacts?
- Is there other significant transmission in the surrounding community that will likely impact families and staff?
- Are you able to maintain your current learning model based on staffing?

67

Local Facts and Figures

- 8 Confirmed cases District-wide
- As promised, public notification has occurred at the school level
- These cases have occurred in 5 of schools to date
- Our systems are working: Social Distancing, Masks, Hygiene
- Identify, Isolate, Report, Trace, Communicate, Clean
- These steps and practices have been key to health, safety, and success to this point
- If we are not able to social distance this may change the landscape

Safe Schools Model Recommendations

- The secondary schools are in the “low metrics” of Hybrid, but stable.
- I am not recommending an immediate transition for Elementary, but.....
- We are now in a place to consider a planful return to in-person learning for elementary students 2-6 under Safe Schools Plan.
- The public health case rate data trend appears to be stable or declining for now.
- We have been very successful with our Hybrid model and our “designed” health and safety processes.
- A smooth and successful transition will require time.
- So, I am recommending we examine a possible transition for grades 2-6, engage stakeholders in the process, monitor the data, and set a date for transition, if the data holds.

Possible Transition Plan Philosophy

- Thoughtful and Planful Approach
- Continuously Leverage the Framework of the Safe Learning Plan
- Maintain Stability and Predictability for Families and Staff
- To the Extent Possible Use a Natural Break
- Gather Input, but Make a Wholistic Decision that is Student and Educationally Centered While Keeping MDE and MDH Recommendations for Health and Safety Top of Mind
- Ensure all staff, operations and instructional, are ready

Broad Transition Plan Implementation Components

- Stakeholder Input
 - Parents
 - Staff
 - Incident Command Team
 - MDH
- Preparation for Possible Operational and Instructional Changes
- Preparation of Communication and Training for Operational Changes Like:
 - Parent Drop Off
 - Podding and Lunch Process
 - Classroom Quarantine Process
- Review of Data Trends
- Set and Communicate Dates at least 2-4 weeks ahead of time

We have planned all three models....

What's are Some of the Differences between Hybrid and In-Person Learning?

- Social Distancing and Contact Tracing
- Podding Requirements
- Bus Routing
- Nutrition Services
- Teacher Workflow
- Daily Schedules
- Quarantine Practices

Quarantine

- Without Social Distancing We Will Have Close Contact
- What that Means???
 - If Positive Case Close Contacts Are Quarantined
 - Whole Classes or Groups May Be Quarantined for 14 Days
 - You CANNOT Test out of Quarantine
 - Quarantine Mean Students Are at Home for 14 Days
 - No Activities, Sports, Social Environments, Etc...
 - Everyone in Distance Learning, as possible, for that Class

Decision Making

The decision to move between models is a complex one and there is no single metric that will be used to make the recommendation. It will be a combination of:

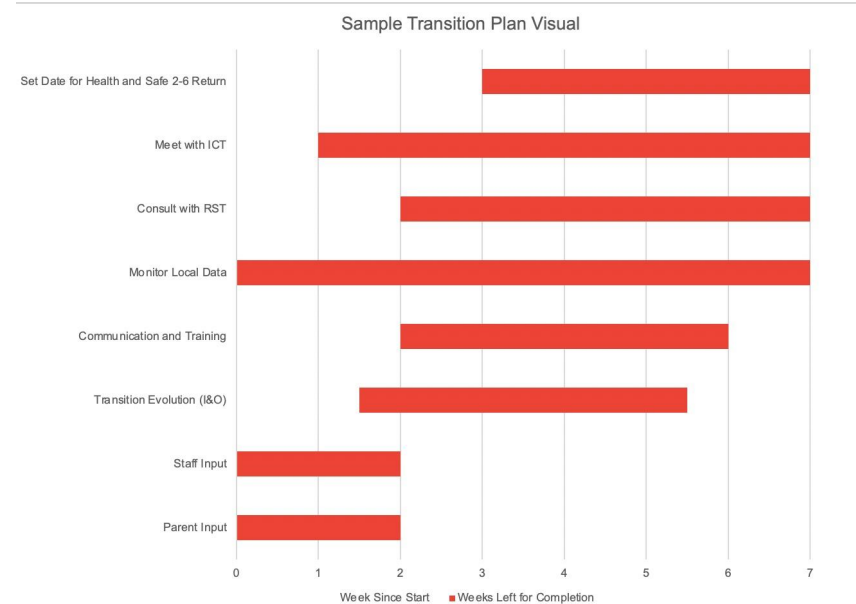
1. 14 Day Case Rate Data at the County Level has remained stable and is not near a case rate band in the Safe Learning Plan guidance that could necessitate a quick return to a prior model (There is no evidence that the 14 day Case Rate may spike soon).
2. 14 Day Case Rate Data in Eden Prairie and surrounding cities has remained stable.
3. We have been able to mitigate and contain positive cases in our schools and community.
4. We are prepared to implement the required health and safety measures in a new model.
5. There is little evidence that a shift would require we end up quarantining classrooms or large groups after moving to a less restrictive environment.
6. Operational readiness such as: transportation, nutrition services, facilities, scheduling, etc....
7. Childcare readiness when moving models₇₄
8. We have adequate staffing to serve students instructionally and operationally.

Transition Plan Benefits

- Stability and Planning for Parents
- Clarity and Preparation for Staff
- Time to Actualize Our Transition Plan and Framework Successfully
- Continue to Learn from Others
- Cautious, but Data Informed
- Keeps What's Best for Students at Heart
- Honors the Tenets of the Safe Learning Plan
- Is Responsive to the Data, but a Responsible Approach
- Will Provide Time and Space to Manage the Potential Change Effectively

Next Steps

- Gather Input
- Collaborative Work and Communication of Transition Plans
- Training and Communication Development
- Monitoring the Local Data
- Continue to Update the Board
- Continue to Meet with the Incident Command Team
- Consult with Our Regional Support Team from MDH
- In the Future Set a Possible Date to Return to In-Person Learning for 2-6 Graders



Safe and Healthy Future Transition



EDEN PRAIRIE SCHOOLS
Inspiring each student every day

Eden Prairie School District 272 Superintendent Monitoring Report

Policy Name: EL 2.3 Treatment of Parents	Monitoring Timeframe: July 2018 2019 to June 2019 2020	Policy Monitoring Column FOR BOARD USE ONLY Compliance rating: <ul style="list-style-type: none"> • OI is/is not reasonable • Data does/does not provide adequate evidence of compliance <i>Include specific evidence for rating conclusion and recommendations.</i>
Policy Quadrant: Executive Limitations	Date of School Board Monitoring: September 23, 2019 September 28, 2020	
		Board member name:
<u>Global Constraint:</u> The Superintendent shall not allow a culture or district practice that fails to proactively engage parents of district students in a respectful partnership that supports the successful education of their child.		(enter rating and reasoning when appropriate)
<u>Operational Interpretation:</u> I interpret “culture or district practice” for purposes of this policy as those policies and norms present in a school district. I interpret “parent” to be a child’s guardian or to any other adult allowed and/or permitted by law to access private educational records and/or make educational decisions for the child. I interpret “proactively engage parents in a respectful partnership” as those formal and informal practices that build capacity and trust.		
<u>Justification:</u> 1. I justify my interpretation of “parent” by citing its definition in MN Statute 13.02, Subd. 8. 2. In order to participate in a “respectful partnership”, it is the responsibility of each person in the school community to contribute to a climate of understanding and mutual respect for the rights and dignity of each individual by: <ul style="list-style-type: none"> • showing courtesy and self-discipline in actions and words; 		

<ul style="list-style-type: none"> ● seeking solutions to problems; ● respecting the rules, regulations and practices that create safe and secure learning and working environments; ● demonstrating honesty and integrity; ● acting in a manner that results in a positive and supportive atmosphere. <p>(Source: Edmonton Public Schools)</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. Compliance to the legal definition of “parent” and the rights and responsibilities associated with creating a partnership to educate their child. 2. Parents are engaged proactively and their voices are used to provide feedback, influence, district program design, and support the education of students. 3. Public voice of support for the educational direction of the district following proactive engagement and educational design work. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. The definition of “parent” was used for initiating proactive engagement for the purpose of supporting education for each student. 2. Proactive meetings and engagement to involve parents in respectful partnerships were conducted throughout the 2018-2019 2019-2020 school year. Examples include: <ul style="list-style-type: none"> a. Superintendent or delegated cabinet member invited parents to 14 public meetings with parent group. b. 21 targeted meetings facilitated by E-12 school principal/Early Childhood Director to gather and share information regarding Designing Pathways School start and end times study. c. Input on the development of the 2019-2020 Returning to Schools model d. Ongoing feedback regarding the implementation of the spring 2020 distance learning plan e. Parents engaged in the Designing Pathways—Academic Choice Programming Planning Committee f. Superintendent meetings with District-wide PTO to provide information and receive feedback g. Reading in the Home Project h. Books and Breakfast Parent Engagement i. Engagement of parents for feedback on Gifted and Talented Programming j. Title I District-Wide Parent Engagement Programming k. Title III Cedar Ridge EPHS English Learner Parent Engagement Sessions l. American Indian Parent Advisory Committee m. World’s Best Workforce Committee n. Special Education Advisory Council o. Early Childhood Parent Advisory Committee 	<p>2.</p>

<p>p. Conferences and scheduled meetings by staff to proactively engage parents in supporting the education of each student</p> <p>3. Passage of referenda at a level of 70%, which was the highest level of support in 25 years.</p>	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>2.3.1 Furthermore, the Superintendent shall not: Impede the flow of timely, adequate, and easily accessible information about the district in general and their child, in particular.</p>	
<p><u>Operational Interpretation:</u></p> <p>I interpret “impede the flow of information” as failing to implement a stable information access system with multiple means for parental access to information regarding their child and the District as a whole.</p> <p>“Information about the district” is public relations information that is created and disseminated for the express purpose of informing and/or engaging parents in the opportunities and challenges of the school district. It also includes relevant information regarding student and/or staff accomplishments and acknowledgements. “Information about their child” is Private Educational Records and Directory Information as defined in Minnesota Government Data Practices Act, Statute 13. The district collects this data in the normal course of the educational process.</p> <p>I interpret the flow of “timely information” to mean access to data and the formal and informal opportunities provided during the school year for communication between school personnel and parents.</p> <p>I interpret “adequate information” as:</p> <ol style="list-style-type: none"> 1. Private Educational Records that communicates individual student performance enabling teachers, parents, and when appropriate students, to work together to support learning goals throughout the child’s school years. 2. Directory Information is student data that is routinely collected by the District and is available to the general public upon request unless prohibited in writing by the parent. “Directory information” means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to: the student’s name, address, telephone listing, electronic mail address, photograph, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (i.e., full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent educational agency or institution attended. It also includes the name, address, and telephone number of the student’s parent(s). Directory information does not include a student’s social security number or a student’s identification number (“ID”) if the ID may be used to access education records without use of one or more factors that 	

<p>authenticate the student’s identity such as a personal identification number, password, or other factor known or possessed only by the authorized user. It also does not include personally identifiable data that references religion, race, color, social position, or nationality.</p> <p>3. District Data that communicates the condition of the District and its strategic plan.</p>	
<p><u>Justification:</u></p> <ol style="list-style-type: none"> 1. My interpretation of this policy regarding “information about the district” is justified by the National School Public Relations Association four step public relations planning process: <ol style="list-style-type: none"> a. Research – up front analysis of where the district stands in regard to all public it wishes to reach. b. Action Plan – developing public relation goals, objectives, and strategies that go hand-in-hand with the district’s overall mission and goals. c. Communicate/Implement – carrying out the tactics necessary to meet the objectives and goals. d. Evaluate - looking back at actions taken to determine their effectiveness and what changes are needed in the future. 2. My interpretation of this policy regarding parental access to student data is justified on the legal definitions of “private educational records” and “directory information”. State and federal law provides that all data collected, created, received, or maintained by a school district are public unless classified as not public or private or confidential. State law classifies all data on individuals maintained by a school district which relates to a student as “private” educational data (Source: Eden Prairie Schools Policy 515). The legal standards regarding parental access to private student data (per EL 2.2.2) are defined by: <ol style="list-style-type: none"> a. Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and Minn. Rules Parts 1205.0100-1205.2000 b. Family Educational Rights and Privacy Act (FERPA) and its regulations in 34 CFR Part 99. c. Individuals with Disabilities Act (IDEA) <p>The District provides opportunities for parents to access timely and adequate educational data regarding their child by:</p> <ol style="list-style-type: none"> 1. Providing access to directory information and private student records via a password protected Internet portal. 2. Distribution of individual student results from mandated testing as required by the State of Minnesota. 3. Providing the means and opportunities to exchange information and recommendations via formal and informal communication channels and scheduled events. 4. Annual notification of their rights to view, correct and limit access to their child’s directory information, and file a complaint in regards to the District’s handling of private and directory student records. <p>“Directory information” means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed.</p>	

<p><u>Measurement Plan:</u></p> <p>Our current compliance monitoring plan for the flow of information about the district and individual students includes:</p> <ol style="list-style-type: none"> 1. The collection of quantitative data measuring parental access to private educational data: <ol style="list-style-type: none"> a. Parent requests for access to the parent portal b. Parent portal usage c. Formal opportunities for parents to speak with teachers regarding their child’s educational progress 2. Compliance with legal requirements regarding the timeliness of private educational data dissemination to parents. 3. Compliance with notification requirements regarding parental rights to review student educational records and restrict the release of directory information. 4. Any instance of noncompliance with #2 and #3 above will be noted in the annual monitoring report. 5. There is an active multi-modal communications plan to generally inform parents about the District. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. Strategies utilized in 2018-19 2019-2020 to provide access and support through technology to help engage parents in their child’s education: <ol style="list-style-type: none"> a. Parent Learning Sessions regarding parenting in a digital world b. Extended Parent Help Desk Hours During High Volume Distance Learning of Support Times c. 3,243 2,319 active parents currently enrolled in Password Self-Service as of September 2018 2019 d. Parent Tech Help at Open Houses, Parent Night, Curriculum Nights, and Kindercamp through Community Education at all Elementaries e. High School, CMS, and Oak Point (servicing all Elementaries) advertised hours for technical support for student login information, parent portal login information, lunch pin numbers, signing iLearn agreements, support for devices that went home for the summer, and device pick up: 7:30-3:30 at the Technology Support desk at each site beginning June 8th until the first day of school. A centralized support model was implemented from March through September to support students remote learning. Technology staff provided appointments through the District Welcome Center to assist students and families with account issues, device issues, software questions, and new device deployment prior to the start of school. f. Parent support provided through the District Welcome Center to assist in using the Online Registration process, completing the iLearn Agreement, and obtaining Parent Portal Access. 2. Metrics that have been collected: <ol style="list-style-type: none"> a. Parent Portal Accounts <ol style="list-style-type: none"> i. 2013 - 10,346 ii. 2014 - 13,395 iii. 2015 - 15,302 	

- iv. 2016 - 10,461
- v. 2017 - 10,702
- vi. 2018 - 10,595
- vii. 2019 - 13,066
- viii. 2020 - 11,310

3. Parent portal logins

- a. From August 1st to September 15th 2012-13 – 8084
- b. From August 1st to September 18th 2013-14 – 43,338
- c. From August 1st to September 8th 2014-15 – 28,836 (Reduction, but Apple IDs and Lunch Pins and Student Passwords did not change this August)
- d. Parents: From August 1st to September 14, 2016 - 21,218
Students: From August 1st to September 14, 2016 - 41,612
- e. Parents: From August 1st to September 6, 2017 - 23,620
Students: From August 1st to September 6, 2017 - 31,187
- f. Parents: From August 1st to September 6, 2018 - 24,415
Students: From August 1st to September 6, 2018 - 25,307
- g. Parents: From August 1st to September 10, 2019 - 36,078
Students: From August 1st to September 10, 2019 - 60,344
- h. Parents: From August 1 to September 9, 2020 – 27,883
Students: From August 1 to September 9, 2020 – 47,712

- 4. Kindergarten parents received information on signing iLearn agreements and creating Apple IDs at Open Houses, Kindercamp, and Kindergarten Information Nights.
- 5. Due to COVID-19 iPads were prepared and distributed to all K-2 students for home use, and 35 wireless hotspots were distributed to support student distance learning.
- 6. Students new to the district were targeted K-12 and information was distributed to them during Open Houses, Orientations, and the first day school in classrooms.
- 7. The Technology Help Desk tracks parents without email addresses on file and mails their credentials to them via US Postal Service.
- 8. ~~1,520 individual parents were helped live on the phone from August 1, 2018 to July 31, 2019.~~ 3,259 individual parents were helped live on the phone from August 1, 2019 to July 31, 2020 (1,341 August 1 - March 22/1,918 March 23 - July 31). Additionally, start of school August 1, 2020 - September 9, 2020 = 1,115 parents helped live.

9. ~~Summer 2018 call answer rates were 92.4% and 2018-19 year long rates were 89.3%. 52 of 479 calls and 167 of 1520 calls, respectively, were outside the hours of operation.~~ 4,067 total parent calls to the parent helpline from August 1, 2019 - July 31, 2020 (1,341 August 1 - March 22/2,488 March 23 - July 31). 211 calls were outside of the hours of operation. Additionally, start of school August 1, 2020 - September 9, 2020 = 2,585 calls.
10. ~~From 7/1/2018 7/1/2019 - 7/22/19 6/30/2020 over 80 160 voicemails were returned answering parent/student calls that were left while the help desk was closed.~~ From 7/1/2020 - 9/9/2020 an additional 120 voicemails returned.
11. Approximately ~~611~~ 1,262 parents used the email Parent Helpline from July 1, ~~2018~~ 2019 to June 30, 2020 ~~September 2019~~. Parents were contacted by phone or email. From July 1, 2020 - September 9, 2020 and additional 957 parents used the parent support email.
12. ~~Scheduled appointment~~ Walk-up help desk services were provided for families at Oak Point, CMS, and the HS the District Welcome Center during targeted services and extended school year hours from June ~~2019~~ 2020 to August ~~2019~~ 2020.
13. The District met legal requirements regarding the timeliness of private educational data dissemination to parents. The information is included in each site's student handbook. Parents are asked to review the contents of the handbook and acknowledge their understanding at the beginning of each school year, or upon entrance to the District.
14. The District met notification requirements regarding parental rights to review student educational records and restrict the release of directory information. The information is included in each site's student handbook. Parents are asked to review the contents of the handbook and acknowledge their understanding at the beginning of each school year, or upon entrance to the District.
15. The following are a list of current strategies the district uses to communicate with parents. These, and other strategies, will be organized into a comprehensive strategic communication plan that will drive the district's overall communication effort.
 - a. Parent Post, electronic newsletter, is sent to all parents on demand (Tuesday - Thursday)
 - b. Inspiring News, printed newsletter, is sent to all households four times each year
 - c. Information is shared with the media on a regular basis so it can be used as possible content in the newspaper or other media forms; the district sends a Media Tips email to a list of media contacts every Wednesday
 - d. ~~The Blackboard Connect~~ Swift K12 system is used on a regular basis to share urgent/emergency information with parents; principals also use the system to connect with parents
 - e. All schools utilize Constant Contact to send mobile friendly e-newsletters and announcements to parents.
 - f. The district website ~~was redesigned to be device-adaptive and more ADA-compliant.~~ It is regularly populated with information for parents including access to the Parent Portal, which includes information specific to students. This includes a COVID-19/Returning to school webpage.

<ul style="list-style-type: none"> g. The district undertakes periodic community engagement efforts to solicit input from parents and community members; recent efforts included equity world cafe, school tour design, designing pathways, school start and end times study; feedback on key elements of spring distance learning plan; feedback on proposed plans for returning to school in the fall of 2020 and strategic planning. h. The district launched a Parent Ambassador program to help spread the great news about Eden Prairie Schools. i. The district regularly conducts comprehensive surveys to solicit information from parents and community members. A Morris-Leatherman survey was conducted in June 2020. j. The district maintains Facebook, Twitter, YouTube and Instagram sites to communicate with parents and community members who are already engaged on those platforms. k. In 2019, the spring of 2020 the district and high school started live streaming school board and awards events on YouTube using Zoom. l. Schools have also started use school Twitter accounts to engage with staff, parents and community members. m. The May referendum information campaign was a comprehensive engagement effort that included more than 45 public meetings with various stakeholders, including parents/guardians n. The Welcome Center opened in fall 2018 as a central registration and information center for Eden Prairie families. o. The Welcome Center conducted informational meetings in apartment buildings in summer of 2019 p. The district pushes important updates through school newsletters when appropriate. q. The district regularly produces videos to help parents and community members see the classroom experience in action. r. A district brochure and individual school brochures provide incoming parents an overview of the Eden Prairie Schools experience. s. Families with incoming kindergarteners are provided with the following communications that provide an overview of the Eden Prairie Schools experience: large poster mailer, four kindergarten event opportunities throughout the year, branded kindergarten packet, follow up postcards and phone calls, kindergarten video, a confirmation email, and school event invitations from their future principal. t. All schools offer a parent-focused tour experience of their schools to any incoming family. 	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	

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

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

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

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

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

POLICIES MANDATED BY LAW THAT CONTAIN REPORTING PROCEDURES

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

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

Eden Prairie Administrators are mandated to follow the Minnesota Code of Ethics for School Administrators (Minn. Rules Part 3512.5200) with the following pertinent standards:

1. Fulfills professional responsibilities with honesty and integrity
2. Supports the principle of due process and protects the civil and human rights of all individuals.
3. Implements the school board’s policies.

Minnesota Rule 214.10, Subd, 1, 2, & 3 governs complaints and subsequent investigation of failure to follow the Administrator’s Code of Ethics.

<p><u>Measurement Plan:</u> Our current compliance measurement plan is as follows:</p> <ol style="list-style-type: none"> 1. Track parent inquiries that are directed to and acknowledged by the Superintendent's Office. 2. Track parent inquiries or concerns that rise to the level of District Office involvement after the chain of command has been followed. 3. Track District level ongoing or unresolved parent concerns/ inquiries and those that result in an appeal to an outside governmental agency. 4. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. There were thirty-three (33) One Hundred Nineteen (119) parent inquiries that were directed to and acknowledged by the Superintendent's Office. 2. Eleven (11) Eight (8) parent inquiries rose to the level of the Superintendent's office involvement after following the chain of command. 3. There are zero (0) unresolved or ongoing parent concerns or inquiries at the District and/or appeal level. 	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>2.3.3 Furthermore, the Superintendent shall not: Set school policies or make major decisions without appropriate input and representation from district parents.</p>	
<p><u>Operational Interpretation:</u> I interpret "set school policies" to mean those management-level policies that encompass a broad variety of issues ranging from internal district operations to student conduct to investments and use of school district facilities and equipment. In most Districts, policies are operational interpretations of state or federal rule, best practice, or local determinations and the Eden Prairie district is no exception to this practice in terms of management-level policies. With this broad scope of policies in mind, I believe it is reasonable to seek the input and representation of parents in the following, specific areas of management-level policies not mandated by state or federal law:</p> <ol style="list-style-type: none"> 1. Students (Policy Series 500) 2. Educational Program (Policy Series 600) 3. Non-Instructional Operations and Business Services (Policy Series 700) 4. School District-Community Relations (Policy Series 900) 	

<p>I interpret “major decisions” as those district decisions, whether policy-related or not, that are likely to incite a strong response in the community or within individual schools. Such decision areas might include: changes to building configuration, attendance boundary changes, changes to the educational program, etc. However, I am mindful that my authority to make major decisions is governed by certain Executive Limitations Policies:</p> <p>2.7.10. <i>Substantially change the principal educational purpose of a school by closing or repurposing it, or by consolidating or combining it with another school without board approval</i></p> <p>2.7.12 <i>Eliminate any non-state-required programs that would adversely affect our reputation and/or diminish the value of our broad-based educational opportunities without board approval.</i></p> <p>I interpret ‘appropriate input and representation’ to mean that if parental involvement is required, my administrative team will assess the circumstances of the situation and involve parents as we believe the situation merits. The following is a rough “sliding scale” of parental involvement we are likely to employ:</p> <ol style="list-style-type: none"> 1. Engage our PTO membership in a discussion about the issue. 2. Post information about the issue on the website and ask for email input. 3. Schedule parent/public input sessions about the specific topic. 4. Orchestrate a formal survey of parents. 	
<p><u>Justification:</u></p> <p>My interpretation of “school policies” is justified by our shared understanding of the difference between levels of organizational policies as was clarified by Policy Governance. We share an understanding that I am responsible for creating a framework of policies that manage the inner workings of the organization and that those policies must conform to the framework of board-level governing policies as well as state and federal statutes and laws.</p> <p>My interpretation of “major decisions” is justified as it represents that narrow area between decisions that require board involvement (e.g. 2.7.10) and those management-level decisions that are routine in nature but still benefit from parental involvement.</p> <p>My interpretation of “appropriate input and representation” is justified based on a combination of the Superintendent's extensive experience in successfully involving parents in the input process and K-12 educational practices firmly grounded in research.</p>	
<p><u>Measurement Plan:</u></p> <p>Our current compliance measurement plan is to track topics that fit in this “parental involvement” category and that may require policy changes or additions during each monitoring period. Monitoring data will include a list of these areas, a description of the type of engagement implemented, and a notation if we receive significant response after the decision was made public and/or implemented.</p>	

<p><u>Evidence:</u></p> <p>Parent involvement:</p> <ol style="list-style-type: none"> 1. Parents were involved in the the first half of the Strategic Plan process, the second half was delayed outside of the monitoring period due to COVID-19—specifically as members of the Core Planning, which provided them with a tour of our schools to observe elements of the strategic plan in action. Initial Feedback from parents was positive and constructive. 2. District Administration met with the PTO presidents council several times throughout the year to present information, hear from parents, and inform decision making. 3. The Superintendent and cabinet members attended PTO parent meetings throughout the year to listen, share information, and inform our decision making. 4. The superintendents and administrative staff met with racial/cultural parent groups to hear questions, concerns, and feedback. 5. Administration has engaged parents in the Designing Pathways process school start and end times study through opportunities to participate in community wide meetings in person and via video conferencing tools and serve on the planning committee for Academic Choice programming. The committee met from January 2019 – March 2019 February 2020 - September 2020. 6. A major change was the initiation of grade level changes through the bond referendum question and we received the highest level of support in 25 years after extensive involvement of parents during the design and decision-making process. 	
<p><u>Statement of Assertion:</u></p> <p>Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>EL 2.3 Treatment of Parents:</p>	

Eden Prairie School District 272 Superintendent Monitoring Report		
Policy Name: EL 2.6 Financial Management and Operations	Monitoring Timeframe: July 1, 2018 - June 30, 2019 July 1, 2019 - June 30, 2020	Policy Monitoring Column FOR BOARD USE ONLY Compliance rating: <ul style="list-style-type: none"> • OI is/is not reasonable • Data does/does not provide adequate evidence of compliance <i>Include specific evidence for rating conclusion and recommendations.</i>
Policy Quadrant: Executive Limitations	Date of School Board Monitoring: September 23, 2019 September 28, 2020	
		Board member name:
<u>Global Constraint:</u> The Superintendent shall not cause or allow the development of financial jeopardy or a material deviation of actual expenditures from the current budget without School Board approval.		(enter rating and reasoning when appropriate)
<u>Operational Interpretation:</u> 1. I interpret this to mean that the budget approved by the Board reflects the priorities established in the Ends policies and the Strategic Plan. Managing the district finances within the budget is adequate and reflects reasonable alignment with the Ends Policies and Strategic Plan. Adhering to the limitations set forth in this policy reflects the avoidance of financial jeopardy. 2. I further interpret “material deviation of actual expenditures from the current budget” to mean that the expenditures incurred will be in support of the Board’s Ends Policies and the District Strategic Plan. 3. I interpret compliance with the overall policy to mean that all six (6) policy provisions are in compliance.		
<u>Justification:</u> 1. School districts are required to comply with MN Statute 123B.83 -Expenditure Limitations, which requires that a district must limit its expenditures so that the calculated net unreserved general fund balance or operating debt as of June 30 does not constitute Statutory Operating Debt (SOD). A school district is in SOD when it reports a year-end negative Net Unreserved General Fund Balance (NUGFB) which exceeds 2.5 percent of its unreserved/undesignated operating expenditures. (Source: MDE)		

<p>2. The School Finance Award is given annually by the Minnesota Department of Education (MDE) Division of School Finance to recognize schools for meeting statutory deadlines for submission of audited financial data, as well as select policy, fiscal and financial reporting criteria.</p>	
<p><u>Measurement Plan:</u> Compliance with all provisions of the policy.</p>	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. For Fiscal Year (FY) 2017-18 2018-19, the district did not have a negative Net Unreserved General Fund Balance. At the conclusion of the Fiscal Year (FY) 2018-19 2019-20 audit field work, preliminary figures indicate that the district will have a positive fund balance in excess of the board minimum of 8 percent. 2. For Fiscal Year (FY) 2017-18 2018-19 the district received the School Finance Award. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.1 Furthermore, the Superintendent shall not: Allow payroll or debts to be settled in an untimely manner.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall not permit debts to be settled in an untimely manner.</p>	
<p><u>Justification:</u> The payment of school district debts in a timely manner is a key component of effective and efficient fiscal management. Late payments may realize significant additional costs to school districts (late fees and penalties) and, therefore, implementing and maintaining strict debt processing procedure and timelines is critical.</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. The Annual Audit Report, which outlines legal compliance issues including untimely payments, are furnished to the Board annually 2. An annual internal review ensures that the number of days from each invoice date to its paid date does not exceed thirty-five (35) days per M.S. 471.425. 	

<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. There were two four disbursements identified by the independent audit firm for FY 2017-18 2018-19 that were not paid within the required timeframe. This was an oversight by school district personnel and departments were reminded of the importance of this requirement. 2. The annual internal review of invoice payments shows a continued need for training and accountability for school district sites and departments. Furthermore, there were no delinquency reports or late payment charges from vendors during the fiscal year. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.2 Furthermore, the Superintendent shall not: Allow payments or other government-ordered payments or filings to be overdue or inaccurately filed.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall ensure tax payments and other government-ordered payments or filings be completed accurately and in a timely manner.</p>	
<p><u>Justification:</u> The accurate and timely processing of tax and other government payments and filings is critical to preserve the fiscal integrity of the school district. Failure to do so could result in loss of funding, fiscal penalties, and consume significant employee time and resources.</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. The Annual Audit Report, which outlines legal compliance issues including tax payments or government ordered filings, are furnished to the Board annually. 2. An annual internal review of Sales & Use and Payroll related taxes and filings ensures that all are filed and paid when due. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. The annual internal review of sales & use and payroll related taxes and filings revealed no exceptions for Fiscal Year (FY) 2018-19 2019-20. Furthermore, there were neither reports of delinquency nor late payment charges incurred during the fiscal year. 	

<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.3 Furthermore, the Superintendent shall not: Use contingency funds greater than \$100,000 without informing the School Board.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall not expend contingency funds greater than \$100,000 without informing the Board.</p>	
<p><u>Justification:</u> The rationale for this provision is self-evident.</p>	
<p><u>Measurement Plan:</u> Any single use of contingency funds which exceed \$100,000 will be reported to the school board.</p>	
<p><u>Evidence:</u> No single use of contingency funds in any account exceeded \$100,000. 1. The general fund contingency for FY 2018-19 2019-20 was \$100,000, of which \$100,000 \$71,525 was spent on 15 6 individual expenditures. 2. The capital fund contingency for FY 2018-19 2019-20 was \$100,000, of which \$100,000 was spent on 12 10 individual expenditures. 3. The staffing contingency for FY 2018-19 2019-20 was \$250,000, of which no funds \$155,000 was spent were needed to address class size or staffing issues.</p>	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.4 Furthermore, the Superintendent shall not: Acquire, encumber, or dispose of real property without School Board approval.</p>	
<p><u>Operational Interpretation:</u> 1. I interpret this to mean the Superintendent shall not purchase, agree to purchase, or sell any real property belonging to Eden Prairie Schools without board approval.</p>	

<p>a. "Real Property" is defined as "A building or structure shall include the building or structure itself, together with all improvements or fixtures annexed to the building or structure, which are integrated with and of permanent benefit to the building or structure, regardless of the present use of the building, and which cannot be removed without substantial damage to itself or to the building or structure." (MN Statute 272.03.b.)</p>	
<p><u>Justification:</u> The school board is the governing body of the school district. As such, the school board has the responsibility for the care, management, and control over public schools in the school district. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.</p>	
<p><u>Measurement Plan:</u> This policy shall be measured by the avoidance of the limitations set forth in this policy.</p>	
<p><u>Evidence:</u> The school district sold a small portion of land at Prairie View elementary to the City of Eden Prairie which will allow the City to make roadway improvements on Duck Lake Trail to benefit the families near this site. The School Board approved the transaction on October 22, 2018. No purchases, sales, or agreements to purchase or sell real property occurred in FY 2019-20.</p>	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.5 Furthermore, the Superintendent shall not: Lease real property or remodel leased real property without School Board approval.</p>	
<p><u>Operational Interpretation:</u></p> <ol style="list-style-type: none"> 1. I interpret this to mean the Superintendent shall not lease or remodel real property without board approval. <ol style="list-style-type: none"> a. Districts may levy for leased facilities when the leased facility would be economically advantageous. The facilities must be used for instructional purposes. The district may also lease space for purposes other than instruction, including but not limited to office or storage space (Minn. Stat. § 126C.40). b. Remodel is often broadly used to describe any kind of significant physical change to the character or use of a space. 	

<p>c. "Real Property" is defined as "A building or structure shall include the building or structure itself, together with all improvements or fixtures annexed to the building or structure, which are integrated with and of permanent benefit to the building or structure, regardless of the present use of the building, and which cannot be removed without substantial damage to itself or to the building or structure." (MN Statute 272.03.b.)</p>	
<p><u>Justification:</u> The school board is the governing body of the school district. As such, the school board has the responsibility for the care, management, and control over public schools in the school district. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.</p>	
<p><u>Measurement Plan:</u> This policy shall be measured by the avoidance of the limitations set forth in this policy.</p>	
<p><u>Evidence:</u> No new leases were entered into during FY 2018-19 2019-20. The district has existing leases including but not limited to:</p> <ol style="list-style-type: none"> 1. City of Eden Prairie located at the City Center houses the TASSEL program and Community Education. 2. City of Eden Prairie located at the Community Center for the Ice Arena and Swimming Pools. 3. Mariucci Arena for graduation. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.6 Furthermore, the Superintendent shall not: Allow receivables to remain unpursued after a reasonable grace period.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall ensure district receivables are pursued in an effective and efficient manner.</p>	
<p><u>Justification:</u> The collection of receivables is an important component of a healthy financial system in any school district. Timely attention to outstanding receivables improves the likelihood of successfully collecting the receivables, positively influences cash-flow, and ensures budgeted revenues are met (or exceeded).</p>	

<p><u>Measurement Plan:</u> Receivables which remain unpaid after 18 months are to be written off or pursued by a collection agency. However, receivables older than 18 months may remain on the ledger for an additional 12 months if the District and auditors deem them potentially collectable.</p>	
<p><u>Evidence:</u> 1. Receivables are reviewed monthly for collection. 2. As of June 30, 2019 June 30, 2020, there are no is one receivables with a balance of \$235 on the ledger aged over 18 months. A payment plan is in place.</p>	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.7 Furthermore, the Superintendent shall not: Allow fee-based relationships in excess of \$100,000 annually to continue beyond 3 years without a formal review that includes an analysis of contract fees and performance.</p>	
<p><u>Operational Interpretation:</u> 1. I interpret this to mean that the Superintendent shall monitor fee-based relationships to the extent to which the District expends amounts in excess of \$100,000 per year during any three-year period. 2. Furthermore, if fee-based relationship monitoring indicates that the annual expenditure or sharing of dividends exceeded \$100,000 per year for three consecutive years, the Superintendent will initiate a formal review of the business relationship to include the analysis of contract fees and overall financial performance.</p>	
<p><u>Justification:</u> The \$100,000 threshold was established when it mirrored Minnesota Statute 471.345 Uniform Municipal Contracting Law. The threshold changed in August 2018 to \$175,000.</p>	
<p><u>Measurement Plan:</u> Fee based relationships which meet or exceed these thresholds are identified annually and evaluated at least every 3 years using industry best practices.</p>	

<p><u>Evidence:</u></p> <p>While all vendors are held to and meet high standards, the following fee-based relationships have been identified as subject to administrative review:</p> <ol style="list-style-type: none">1. Insurance Consultants2. OPEB Trustee3. Banking4. Architect <p>None of the <u>The Insurance Consultants, OPEB Trustee, and Banking relationship</u> fee-based agreements currently in place with the identified vendors exceeded \$100,000 threshold during the evaluation period.</p> <p><u>The Architect hired for Designing Pathways exceeded the \$100,000 threshold for FY 2019-20. Additionally, the Construction Management Company hired to manage the Designing Pathways project also exceeded the \$100,000 threshold for FY 2019-20. Both of these fee-based arrangements are for a one-time project and terminate upon completion of the project.</u></p>	
<p><u>Statement of Compliance:</u></p> <p>Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>Board member's summarizing comments:</p>	

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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 28, 2020				

Adopted: 10/23/12
Revised: 4/28/15

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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 28, 2020				
3.1.1	Sept 28, 2020				
3.1.2	Sept 28, 2020				
3.1.3	Sept 28, 2020				

Adopted: 10/23/12

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

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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	Commitment Made/Action Taken	Completed
3.2 Delegation to the Superintendent	Sept 28, 2020				
3.2.1	Sept 28, 2020				
3.2.2	Sept 28, 2020				

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

3.2.3	Sept 28, 2020				
3.2.4	Sept 28, 2020				

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

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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.

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 demonstrates the 21 st century skills needed to succeed in the global economy.	Internal	Annually	
1.3	Each student demonstrates 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	Annually	

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous	Commitment Made/Action Taken	Completed
3.3 Superintendent Accountability and Performance	Sept 28, 2020				
3.3.1	Sept 28, 2020				
3.3.2	Sept 28, 2020				
3.3.3	Sept 28, 2020				
3.3.4	Sept 28, 2020				
3.3.5	Sept 28, 2020				

Adopted: 10/23/12

Revised: 11/13/12; 01/08/13; 04/28/15; 3/26/18; 9/24/18; 10/28/19

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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.

- 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. 28, 2020				
4.4.1	Sept. 28, 2020				
4.4.1.1	Sept. 28, 2020				
4.4.1.2	Sept. 28, 2020				
4.4.1.3	Sept. 28, 2020				
4.4.1.4	Sept. 28, 2020				
4.4.1.5	Sept. 28, 2020				
4.4.1.6	Sept. 28, 2020				
4.4.1.7	Sept. 28, 2020				
4.4.1.8	Sept. 28, 2020				
4.4.1.9	Sept. 28, 2020				
4.4.2	Sept. 28, 2020				
4.4.3	Sept. 28, 2020				
4.4.4	Sept. 28, 2020				

Adopted: 10/23/12

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

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

Policy Type:	Governance Process
Policy Title:	4.5 School 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.

Adopted: 10/23/12

Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18

- 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.
- 4.5.4 Members will respect the confidentiality appropriate to issues of a sensitive nature.
- 4.5.5 Members will be prompt and attend all Board Business Meetings and Board Workshops, and all meetings of Board Committees and other outside assignments. Absences must be communicated to the Board Chair or Committee Chair at least seventy-two hours prior to the affected meeting. In the case of an unforeseen conflict, the Board Chair or Committee Chair must be notified as soon as possible.
- 4.5.6 Members will be properly prepared for School Board deliberation.
- 4.5.7 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.
- 4.5.8 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:
 - 4.5.8.1 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):

- 4.5.8.2 Phase I 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.
- 4.5.8.3 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.

Adopted: 10/23/12

Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18

- 4.5.8.4 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.
- 4.5.8.5 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.
- 4.5.8.6 Officer Training – any School Board member elected to be an officer will attend this course within six months of election.
- 4.5.8.7 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.

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 28, 2020				
4.5.1	Sept 28, 2020				
4.5.2	Sept 28, 2020				
4.5.2.1	Sept 28, 2020				
4.5.2.2	Sept 28, 2020				
4.5.2.3	Sept 28, 2020				
4.5.3	Sept 28, 2020				
4.5.3.1	Sept 28, 2020				
4.5.3.2	Sept 28, 2020				
4.5.4	Sept 28, 2020				
4.5.5	Sept 28, 2020				
4.5.6	Sept 28, 2020				
4.5.7	Sept 28, 2020				
4.5.8	Sept 28, 2020				
4.5.8.1	Sept 28, 2020				
4.5.8.2	Sept 28, 2020		2019-2020 MSBA Training Schedule Attached		
4.5.8.3	Sept 28, 2020				
4.5.8.4	Sept 28, 2020				
4.5.8.5	Sept 28, 2020				

Adopted: 10/23/12

Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18

4.5.8.6	Sept 28, 2020				
4.5.8.7	Sept 28, 2020				

Adopted: 10/23/12

Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18

MSBA School Board Training Record

	Name	Training	Date Attended	Location
1	Elaine Larabee	Phase I Orientation	12/13/2014	St. Cloud
		Phase II Orientation	1/15/2014	Minneapolis
		2014 Annual Leadership Conference	1/16/2014	Minneapolis
		2014 Officers' Workshop	2/13/2014	Brooklyn Park
		2014 Summer Seminar	8/4/2014	
		Policy Governance Training (by Stacy Sjogren)	3/28/2014	Minneapolis
		Phase III Orientation	4/11/2015	Brooklyn Park
		2015 Annual Leadership Conference	1/15/2015	Minneapolis
		Phase IV Alternative approved by Chair	2016	
		2015 Advocacy Meeting	9/17/2015	
		Beyond Diversity	05/11 & 05/12/2016	Golden Valley
		2017 Leadership Conference	1/12/2017	
		2018 Annual Leadership Conference	1/11/2018	
		Officer's Workshop	2/27/2018	
		Phase IV Orientation	9/15/2018	Maple Grove
		2019 Annual Leadership Conference	01/17 & 18/2019	Minneapolis
		2020 Annual Leadership Conference	1/16 & 1/17/2020	Minneapolis
2	Holly Link	Phase I Orientation	12/7/2013	St. Cloud
		Phase II Orientation	12/7/2013	St. Cloud
		2014 Early Bird "Achieving High Student Performance"	1/15/2014	Minneapolis
		LCEB 2014: A Board Everyone Trusts	1/16/2014	
		2014 Annual Leadership Conference	1/16/2014	Minneapolis
		Policy Governance Training (by Stacy Sjogren)	3/28/2014	Minneapolis
		Phase IV Orientation	5/2/2014, 4/20/2018	St. Peter
		2015 Annual Leadership Conference	1/15/2015	Minneapolis
		Phase III Orientation	4/22/2015	St. Cloud
		2015 Advocacy Meeting	7/17/2015	
		2016 Annual Leadership Conference	1/14/2016	Minneapolis
		2016 Officers' Workshop	2/11/2016	Maple Grove
		2017 Annual Leadership Conference	1/12/2017	
		2018 Annual Leadership Conference	1/11/2018	
		Phase IV Orientation	4/20/2018	
		2019 Annual Leadership Conference	01/17 & 18/2019	Minneapolis
		2019 Trusted Edge Leadership Institute	3/17/2020	
		2020 Annual Leadership Conference	1/16 & 1/17/2020	Minneapolis
3	Adam Seidel	Effective Board Governance Seminar (by Stacy Sjogren)	1/11/2016	Minneapolis
		Phase I Orientation	1/13/2016	Minneapolis
		Phase II Orientation	1/13/2016	Minneapolis
		Phase III Alternative Course	8/14/2019	
		Phase IV Orientation	10/13/2017	
		2018 Officer's Workshop	2/13/2018	
		2020 Officer's Workshop	5/2/2020	Virtual
		2019 Annual Leadership Conference	01/17 & 18/2019	Minneapolis
		2020 Annual Leadership Conference	1/16 & 1/17/2020	Minneapolis
4	Terri Swartout	Introduction to Policy Governance Seminar (by Stacy Sjogren)	4/13/2018	Eden Prairie School District-ASC
		Phase I Orientation	1/10/2018	
		Phase II Orientation	1/10/2018	
		2018 Annual Leadership Conference	1/11/2018	
		Phase III Orientation	4/26/2019	Maple Grove
		Phase IV Orientation	4/20/2018	
		2019 Annual Leadership Conference	01/17 & 18/2019	Minneapolis
		2020 Annual Leadership Conference	1/16 & 1/17/2020	Minneapolis

MSBA School Board Training Record

	Name	Training	Date Attended	Location
5	Veronica Stoltz	Effective Board Governance Seminar (by Stacy Sjogren)	3/14/2020	Eden Prairie School District-ASC
		Phase I Orientation	12/13/2019	St. Peter
		Phase II Orientation	12/14/2019	St. Peter
		Phase III Orientation	MSBA Virtual Meeting Scheduled for Sep 30 & Oct 7, 2020	
		Phase IV Orientation	MSBA Virtual Meeting Scheduled for Oct 14 & Oct 21, 2020	
		2020 Annual Leadership Conference	1/16 & 1/17/2020	Minneapolis
6	Aaron Casper	Effective Board Governance Seminar (by Stacy Sjogren)	3/14/2020	Eden Prairie School District-ASC
		Phase I Orientation	1/14/2020	Minneapolis
		Phase II Orientation	1/15/2020	Minneapolis
		Phase III Orientation	To be determined	
		Phase IV Orientation	To be determined	
		2020 Officer's Workshop	MSBA Canceled Workshop in April 2020, Aaron not available for May Workshop, waiting for MSBA to provide reschedule dates.	
		2020 Annual Leadership Conference	1/16 & 1/17/2020	Minneapolis
7	Debjyoti "DD" Dwivedy	Effective Board Governance Seminar (by Stacy Sjogren)	3/14/2020	Eden Prairie School District-ASC
		Phase I Orientation	1/14/2020	Minneapolis
		Phase II Orientation	1/15/2020	Minneapolis
		Phase III Orientation	MSBA Virtual Meeting Scheduled for Sep 30 & Oct 7, 2020	
		Phase IV Orientation	MSBA Virtual Meeting Scheduled for Oct 14 & Oct 21, 2020	
		2020 Annual Leadership Conference	1/16 & 1/17/2020	Minneapolis
		2020 Officer's Workshop	2/27/2020	Maple Grove

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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 28, 2020				
4.6.1	Sept 28, 2020				
4.6.2	Sept 28, 2020				
4.6.3	Sept 28, 2020				
4.6.4	Sept 28, 2020				
4.6.4.1	Sept 28, 2020				
4.6.4.2	Sept 28, 2020				

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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 28, 2020				
4.7.1	Sept 28, 2020				
4.7.2	Sept 28, 2020				
4.7.3	Sept 28, 2020				
4.7.4	Sept 28, 2020				

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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. The only School Board committees are those that are set forth in this policy.

4.8.1 Community Linkage Committee:

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

4.8.2 Policy Committee:

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

4.8.3 Board Development Committee:

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

4.8.4 Negotiations Committee:

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

Adopted: 10/23/12

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

GP 4.8

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.8 Board Committee Structure	Sept 28, 2020				
4.8.1 Community Linkage Committee	Sept 28, 2020				
4.8.2 Policy Committee	Sept 28, 2020				
4.8.3 Board Development Committee	Sept 28, 2020				
4.8.4 Negotiations Committee	Sept 28, 2020				

Adopted: 10/23/12

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

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 2019 – June 30, 2020

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	Commitment Made/Action Taken	Completed
4.10 Operation of the School Board Governing Rules	Sept 28, 2020				
4.10.1	Sept 28, 2020				
4.10.1.1	Sept 28, 2020				
4.10.1.2	Sept 28, 2020				
4.10.1.3	Sept 28, 2020				

**Record of Board Self-Evaluation
Governance Policies
(July 1, 2020 – June 30, 2021)
Monitoring July 1, 2019 – June 30, 2020 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	09/28/2020				
3.1 Unity of Control	09/28/2020				
3.1.1	09/28/2020				
3.1.2	09/28/2020				
3.1.3	09/28/2020				
3.2 Delegation to the Superintendent	09/28/2020				
3.2.1	09/28/2020				
3.2.2	09/28/2020				
3.2.3	09/28/2020				
3.2.4	09/28/2020				
3.3 Superintendent Accountability and Performance	09/28/2020				
3.3.1	09/28/2020				
3.3.2	09/28/2020				
3.3.3	09/28/2020				
3.3.4	09/28/2020				
3.3.5	09/28/2020				

Record of Board Self-Evaluation
Governance Policies
(July 1, 2020 – June 30, 2021)
Monitoring July 1, 2019 – June 30, 2020 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
--------	-------------------------	-------------------------------------	--	------------------------------	-----------

4.0					
Global Governance Commitment	10/26/2020				
4.0.1	10/26/2020				
4.0.2	10/26/2020				
4.1					
Governing Style	10/26/2020				
4.1.1	10/26/2020				
4.1.2	10/26/2020				
4.1.3	10/26/2020				
4.1.4	10/26/2020				
4.1.5	10/26/2020				
4.1.6	10/26/2020				
4.2					
School Board Job Products	10/26/2020				
4.2.1	10/26/2020				
4.2.2	10/26/2020				
4.2.2 - A	10/26/2020				
4.2.2 - B	10/26/2020				
4.2.2 - C	10/26/2020				
4.2.2 - D	10/26/2020				
4.2.3	10/26/2020				

Record of Board Self-Evaluation
Governance Policies
(July 1, 2020 – June 30, 2021)
Monitoring July 1, 2019 – June 30, 2020 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	10/26/2020				
4.3.1	10/26/2020				
4.3.2	10/26/2020				
4.3.3	10/26/2020				
4.4					
Officer Roles	09/28/2020				
4.4.1	09/28/2020				
4.4.1.1	09/28/2020				
4.4.1.2	09/28/2020				
4.4.1.3	09/28/2020				
4.4.1.4	09/28/2020				
4.4.1.5	09/28/2020				
4.4.1.6	09/28/2020				
4.4.1.7	09/28/2020				
4.4.1.8	09/28/2020				
4.4.1.9	09/28/2020				
4.4.2	09/28/2020				
4.4.3	09/28/2020				
4.4.4	09/28/2020				

Record of Board Self-Evaluation
Governance Policies
(July 1, 2020 – June 30, 2021)
Monitoring July 1, 2019 – June 30, 2020 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 School Board Members' Code of Conduct	09/28/2020				
4.5.1	09/28/2020				
4.5.2	09/28/2020				
4.5.2.1	09/28/2020				
4.5.2.2	09/28/2020				
4.5.2.3	09/28/2020				
4.5.3	09/28/2020				
4.5.3.1	09/28/2020				
4.5.3.2	09/28/2020				
4.5.4	09/28/2020				
4.5.5	09/28/2020				
4.5.6	09/28/2020				
4.5.7	09/28/2020				
4.5.8	09/28/2020				
4.5.8.1	09/28/2020				
4.5.8.2	09/28/2020				
4.5.8.3	09/28/2020				
4.5.8.4	09/28/2020				
4.5.8.5	09/28/2020				
4.5.8.6	09/28/2020				

Record of Board Self-Evaluation
Governance Policies
(July 1, 2020 – June 30, 2021)
Monitoring July 1, 2019 – June 30, 2020 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
4.5.8.7	09/28/2020				
4.6 Process for Addressing School Board Member Violations	09/28/2020				
4.6.1	09/28/2020				
4.6.2	09/28/2020				
4.6.3	09/28/2020				
4.6.4	09/28/2020				
4.6.4.1	09/28/2020				
4.6.4.2	09/28/2020				
4.7 School Board Committee Principles	09/28/2020				
4.7.1	09/28/2020				
4.7.2	09/28/2020				
4.7.3	09/28/2020				
4.7.4	09/28/2020				
4.8 School Board Committee Structure	09/28/2020				
4.8.1	09/28/2020				
4.8.2	09/28/2020				

Record of Board Self-Evaluation
Governance Policies
(July 1, 2020 – June 30, 2021)
Monitoring July 1, 2019 – June 30, 2020 School Year Data

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.8.3	09/28/2020				
4.8.4	09/28/2020				
4.9 Governance Investment	10/26/2020				
4.9.1	10/26/2020				
4.9.1.1	10/26/2020				
4.9.1.2	10/26/2020				
4.9.1.3	10/26/2020				
4.9.2	10/26/2020				
4.9.3	10/26/2020				
4.10 Operation of the School Board Governing Rules	09/28/2020				
4.10.1	09/28/2020				
4.10.1.1	09/28/2020				
4.10.1.2	09/28/2020				

**Record of Board Policy Monitoring
Ends and Executive Limitations
July 1, 2019 – June 30, 2020**

Monitoring 2019-2020 School Year Data

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

Policy	Date	Operational Interpretation – Reasonable or not?		Evidence – demonstrates expected progress?		Date to bring back the district’s plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
ENDS							
1.1 Each student graduates and is academically prepared to progress to multiple opportunities after high school	19-20 OI 5/18/20	Yes	Yes				Yes
	Evidence 19-20 10/26/20						
	20-21 OI 6/22/20	Yes	Yes				Yes
	21-22 OI 6/28/21						
1.1.1 Each student is reading at grade level by the end of third grade	19-20 OI 5/18/20	Yes	Yes				Yes
	Evidence 19-20 10/26/20						
	20-21 OI 6/22/20	Yes	Yes				Yes
	21-22 OI 6/28/21						

1.1.2 Each student achieves individual growth expectations and proficiency annually in, but not limited to, Language Arts, Math and Science	19-20 OI 5/18/20	Yes	Yes				Yes
	Evidence 19-20 10/26/20						
	20-21 OI 6/22/20	Yes	Yes				Yes
	21-22 OI 6/28/21						
1.1.3 Each student receives a broad-based education that exceeds the Minnesota State Graduation Requirements	19-20 OI 5/18/20	Yes	Yes				Yes
	Evidence 19-20 10/26/20						
	20-21 OI 6/22/20	Yes	Yes				Yes
	21-22 OI 6/28/21						
1.2 Each student demonstrates the 21 st century skills needed to succeed in the global economy	19-20 OI 5/18/20	Yes	Yes				Yes
	Evidence 19-20 10/26/20						
	20-21 OI 6/22/20	Yes	Yes				Yes
	21-22 OI 6/28/21						

1.3 Each student demonstrates the knowledge that citizens and residents of the United States need to contribute positively to society	19-20 OI 5/18/20	Yes	Yes				Yes
	Evidence 19-20 10/26/20						
	20-21 OI 6/22/20	Yes	Yes				Yes
	21-22 OI 6/28/21						
Policy	Date	Operational Interpretation – Reasonable or not?		Evidence – supports Operational Interpretation or not?		Date to re-monitor if either the OI is Not Reasonable or if Evidence doesn’t support OI	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
EXECUTIVE LIMITATIONS							
EL 2.0 Global Executive Constraint	12/14/20						
EL 2.1 Emergency Superintendent Succession	08/24/20	Yes	Yes	Yes	Yes		Yes
EL 2.2 Treatment of Students	08/24/20	Yes	Yes	Yes	Yes		Yes
EL 2.3 Treatment of Parents	09/28/20						
EL 2.4 Treatment of Staff	10/26/20						
EL 2.5 Financial Planning and Budgeting	12/14/20						
EL 2.6 Financial Management and Operations	09/28/20						

EL 2.7 Asset Protection	08/24/20	Yes	Yes	Yes	Yes		Yes
EL 2.8 Compensation and Benefits	10/26/20						
EL 2.9 Communication and Support to the School Board	11/23/20						



September 28, 2020

To: Dr. Josh Swanson
From: Business Office
Re: Post-Issuance Debt Policy

The district is updating our Post-Issuance Debt Compliance Policy per a recommendation from Ehler's, the district's financial advisor. The district first approved a policy in 2012 under management approval, but significant federal changes are requiring an update to the policy.

The policy will help ensure that all debt obligations will be in compliance with all applicable federal regulations. There have been some recent updates from the Internal Revenue Service (IRS) and the Securities and Exchange Commission (SEC) which require updates to the previously approved policy. Considering the substantive nature of these changes and the fact the board did not approve the original policy we are bringing forth the entire policy and procedures documents for board approval.

The district has been in compliance with recent bond issues as we continue to work with bond counsel Kennedy and Graven along with Ehler's our financial adviser to assist in the compliance responsibilities.

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

Resolution

**Adopting Post-Issuance Debt Compliance Policy for Tax-exempt and Tax-
advantaged Governmental Bonds**

WHEREAS, the Independent School District No. 272 (Eden Prairie), Minnesota (the “District”) from time to time will issue tax-exempt and tax-advantaged governmental bonds; and

WHEREAS, under the Internal Revenue Code of 1986, as amended and related regulations (the “Code”), and Securities and Exchange Commission (the “SEC”) the District is required to take certain actions after bond issuance to ensure that interest on those bonds remains in compliance with the Code and SEC; and

WHEREAS, the District has determined to adopt a policy regarding how the District will carry out its compliance responsibilities via written procedures, and to that end, has caused to be prepared documents titled Post-Issuance Debt Compliance Policy and Post-Issuance Debt Compliance Procedures; and

WHEREAS, The School Board (the “Board”) of the District has reviewed the Post-Issuance Debt Compliance Policy in connection with the Post-Issuance Debt Compliance Procedures and has determined that it is in the best interest of the District to adopt the Policy.

NOW THEREFORE, BE IT RESOLVED BY THE INDEPENDENT SCHOOL DISTRICT NO. 272 (EDEN PRAIRIE), MINNESOTA; the Board approves the Policy as shown in the form attached; and

BE IT FURTHER RESOLVED; the District staff is authorized to take all actions necessary to carry out the Post-Issuance Debt Compliance Policy and Post-Issuance Debt Compliance Procedures.

Adopted by the Independent School District No. 272 (Eden Prairie), Minnesota
this ____ day of ____.

ATTEST:

**Independent School District No. 272
(Eden Prairie), Minnesota
Post-Issuance Debt Compliance Policy**

The School Board (the “Board”) of the Independent School District No. 272 (Eden Prairie), Minnesota (the “District”) has chosen, by policy, to take steps to help ensure that all obligations will be in compliance with all applicable federal regulations. This policy may be amended, as necessary, in the future.

IRS Background

The Internal Revenue Service (IRS) is responsible for enforcing compliance with the Internal Revenue Code (the “Code”) and regulations promulgated thereunder (“Treasury Regulations”) governing certain obligations (for example: tax-exempt obligations, Build America Bonds, Recovery Zone Development Bonds and various “Tax Credit” Bonds). The IRS encourages issuers and beneficiaries of these obligations to adopt and implement a post-issuance debt compliance policy and procedures to safeguard against post-issuance violations.

SEC Background

The Securities and Exchange Commission (SEC) is responsible for enforcing compliance with the SEC Rule 15c2-12 (the “Rule”). Governments or governmental entities issuing obligations generally have a requirement to meet specific continuing disclosure standards set forth in continuing disclosure agreements (“CDA”). Unless the issuer, obligated person, or a specific obligation is exempt from compliance with CDAs, these agreements are entered into at the time of obligation issuance to enable underwriter(s) to comply with the Rule. The Rule sets forth certain obligations of (i) underwriters to receive, review and disseminate official statements prepared by issuers of most primary offerings of municipal securities, (ii) underwriters to obtain CDAs from issuers and other obligated persons to provide material event disclosure and annual financial information on a continuing basis, and (iii) broker-dealers to have access to such continuing disclosure in order to make recommendations of municipal securities transactions in the secondary market. The SEC encourages issuers and beneficiaries adopt and implement a post-issuance debt compliance policy and procedures to safeguard against Rule violations.

When obligations are issued, the CDA commits the issuer or obligated person to provide certain annual financial information and material event notices to the public. Issuers and other obligated persons may also choose to provide periodic, voluntary financial information and filings to investors in addition to fulfilling the specific responsibilities delineated in their CDA. It is important to note that issuers and other obligated persons should not give any one investor certain information that is not readily available to all market participants by disseminating information to the marketplace, at large. Issuers and other obligated persons should be aware that any disclosure activities determined to be “communicating to the market” can be subject to regulatory scrutiny.

Post-Issuance Debt Compliance Policy Objective

The District desires to monitor these obligations to ensure compliance with the IRS Code, Treasury Regulations and the SEC Rule. To help ensure compliance, the District has developed the following policy (the “Post-Issuance Debt Compliance Policy”). The Post-Issuance Debt Compliance Policy shall apply to the obligations mentioned above, including bonds, notes, loans, lease purchase contracts, lines of credit, commercial paper or any other form of debt that is subject to compliance.

Post-Issuance Debt Compliance Policy

The Executive Director of Business Services of the District is designated as the District's agent who is responsible for post-issuance compliance of these obligations.

The Executive Director of Business Services shall assemble all relevant documentation, records and activities required to ensure post-issuance debt compliance as further detailed in corresponding procedures (the "Post-Issuance Debt Compliance Procedures"). At a minimum, the Post-Issuance Debt Compliance Procedures for each qualifying obligation will address the following:

1. General Post-Issuance Compliance
2. General Recordkeeping
3. Arbitrage Yield Restriction and Rebate Recordkeeping
4. Expenditure and Asset Documentation to be Assembled and Retained
5. Miscellaneous Documentation to be Assembled and Retained
6. Additional Undertakings and Activities that Support Sections 1 through 5 above
7. Continuing Disclosure Obligations
8. Compliance with Future Requirements

The Executive Director of Business Services shall apply the Post-Issuance Debt Compliance Procedures to each qualifying obligation and maintain a record of the results. Further, the Executive Director of Business Services will ensure that the Post-Issuance Debt Compliance Policy and Procedures are updated on a regular and as needed basis.

The Executive Director of Business Services or any other individuals responsible for assisting the Executive Director of Business Services in maintaining records needed to ensure post-issuance debt compliance, are authorized to expend funds as needed to attend training or secure use of other educational resources for ensuring compliance such as consulting, publications, and compliance assistance.

Most of the provisions of this Post-Issuance Debt Compliance Policy are not applicable to taxable governmental obligations unless there is a reasonable possibility that the District may refund their taxable governmental obligation, in whole or in part, with the proceeds of a tax-exempt governmental obligation. If this refunding possibility exists, then the Executive Director of Business Services shall treat the taxable governmental obligation as if such issue were an issue of tax-exempt governmental obligations and comply with the requirements of this Post-Issuance Debt Compliance Policy.

Private Activity Bonds

The District may issue tax-exempt obligations that are "private activity" bonds because either (1) the bonds finance a facility that is owned by the District but used by one or more qualified 501(c)(3) organizations, or (2) the bonds are so-called "conduit bonds", where the proceeds are loaned to a qualified 501(c)(3) organization or another private entity that finances activities eligible for tax-exempt financing under federal law (such as certain manufacturing projects and certain affordable housing projects). Prior to the issuance of either of these types of bonds, the Executive Director of Business Services shall take steps necessary to ensure that such obligations will remain in compliance with the requirements of this Post-Issuance Debt Compliance Policy.

In a case where compliance activities are reasonably within the control of a private party (i.e., a 501(c)(3) organization or conduit borrower), the Executive Director of Business

Services may determine that all or some portion of compliance responsibilities described in this Post-Issuance Debt Compliance Policy shall be assigned to the relevant party. In the case of conduit bonds, the conduit borrower will be assigned all compliance responsibilities other than those required to be undertaken by the District under federal law. In a case where the Executive Director of Business Services is concerned about the compliance ability of a private party, the Executive Director of Business Services may require that a trustee or other independent third party be retained to assist with record keeping for the obligation and/or that the trustee or such third party be responsible for all or some portion of the compliance responsibilities.

The Executive Director of Business Services is additionally authorized to seek the advice, as necessary, of bond counsel and/or its financial advisor to ensure the District is in compliance with this Post-Issuance Debt Compliance Policy.

Adopted this date [REDACTED] by the Independent School District No. 272 (Eden Prairie), Minnesota

**Independent School District No. 272
(Eden Prairie), Minnesota
Post-Issuance Debt Compliance Procedures**

The School Board (the “Board”) of the Independent School District No. 272 (Eden Prairie), Minnesota (the “District”) has adopted the attached Post-Issuance Debt Compliance Policy dated [REDACTED]. The Post-Issuance Debt Compliance Policy applies to qualifying debt obligations issued by the District. As directed by the adoption of the Post-Issuance Debt Compliance Policy, the Executive Director of Business Services of the District will perform the following Post-Issuance Debt Compliance Procedures for all of the District’s outstanding debt.

1) General Post-Issuance Compliance

- a) Ensure written procedures and/or guidelines have been put in place for individuals to follow when more than one person is responsible for ensuring compliance with Post-Issuance Debt Compliance Procedures.
- b) Ensure training and/or educational resources for post-issuance compliance have been approved and obtained.
- c) The Executive Director of Business Services understands that there are options for voluntarily correcting failures to comply with post-issuance compliance requirements (e.g. as remedial actions under Section 1.141-12 of the Treasury Regulations and the ability to enter into a closing agreement under the Tax-Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008-31(the “VCAP Program”)).

2) General Recordkeeping

- a) Retain records and documents for the obligation and all obligations issued to refund the obligation for a period of at least seven years following the final payment of the obligation. If an obligation is refunded, then the final payment of the refunding obligation becomes the beginning of the period unless otherwise directed by the District’s bond counsel.
- b) Retain electronic (preferred) and/or paper versions of records and documents for the obligation.
- c) General records and documentation to be assembled and retained:
 - i) Description of the purpose of the obligation (i.e. the project or projects) and the state statute authorizing the project.
 - ii) Record of tax-exempt status or revocation of tax-exempt status, if applicable.
 - iii) Any correspondence between the District and the IRS.
 - iv) Audited financial statements.
 - v) All accounting audits of property financed by the obligation.
 - vi) Obligation transcripts, official statements, and other offering documents of the obligation.
 - vii) Minutes and resolutions authorizing the issuance of the obligation.
 - viii) Certifications of the issue price of the obligation.

- ix) Any formal elections for the obligation (i.e. an election to employ an accounting methodology other than the specific tracing method).
- x) Appraisals, demand surveys, or feasibility studies for property financed by the obligation.
- xi) All information reports filed for the obligations.
- xii) All management contracts and other service agreements, research contracts, and naming rights contracts.
- xiii) Documents related to governmental grants associated with construction, renovation or purchase of property financed by the obligation.
- xiv) Reports of any prior IRS examinations of the District or the District's obligation.
- xv) All correspondence related to the above (faxes, emails, or letters).

3) Arbitrage Yield Restriction and Rebate Recordkeeping

- a) Investment and arbitrage documentation to be assembled and retained:
 - i) An accounting of all deposits, expenditures, interest income and asset balances associated with each fund established in connection with the obligation. This includes an accounting of all monies deposited to the debt service fund to make debt service payments on the obligation, regardless of the source derived. Accounting for expenditures and assets is described in further detail in Section 4.
 - ii) Statements prepared by Trustee and/or Investment Provider.
 - iii) Documentation of at least quarterly allocations of investments and investment earnings to each obligation.
 - iv) Documentation for investments made with obligation proceeds such as:
 - (1) investment contracts (i.e. guaranteed investment contracts),
 - (2) credit enhancement transactions (i.e. obligation insurance contracts),
 - (3) financial derivatives (e.g. swaps, caps, and collars), and
 - (4) bidding of financial products:
 - (a) Investments acquired with obligation proceeds are purchased at fair market value (e.g. three bid safe harbor rule for open market securities needed in advance refunding escrows).
- b) Computations of the arbitrage yield.
- c) Computations of yield restriction and rebate amounts including but not limited to:
 - i) Compliance in meeting the "Temporary Period from Yield Restriction Exception" and limiting the investment of funds after the temporary period expires.
 - ii) Compliance in meeting the "Rebate Exception."
 - (1) qualifying for the "Small Issuer Exception,"
 - (2) qualifying for a "Spending Exception,"
 - (a) 6-Month Spending Exception
 - (b) 18-Month Spending Exception
 - (c) 24-Month Spending Exception
 - (3) qualifying for the "Bona Fide Debt Service Fund Exception," and

- (4) quantifying arbitrage on all funds established in connection with the obligation in lieu of satisfying arbitrage exceptions including reserve funds and debt service funds.
 - d) Computations of yield restriction and rebate payments.
 - e) Timely Tax Form 8038-T filing, if applicable.
 - i) Remit any arbitrage liability associated with the obligation to the IRS at each five-year anniversary date of the obligation, and the date in which the obligation is no longer outstanding (redemption or maturity date), whichever comes sooner, within 60 days of said date.
 - f) Timely Tax Form 8038-R filing, if applicable.
 - i) Remit the form after the date in which the obligation is no longer outstanding (redemption or maturity date), whichever comes sooner, within 2 years of said date.
 - g) Procedures or guidelines for monitoring instances where compliance with applicable yield restriction requirements depends on subsequent reinvestment of obligation proceeds in lower yielding investments (e.g. reinvestment in zero coupon SLGS).
- 4) Expenditure and Asset Documentation to be Assembled and Retained
- a) Documentation of allocations of obligation proceeds to expenditures (e.g. allocation of proceeds to expenditures for the construction, renovation or purchase of facilities owned and used in the performance of exempt purposes).
 - i) Such allocation will be done not later than the earlier of:
 - (1) eighteen (18) months after the later of the date the expenditure is paid, or the date the project, if any, that is financed by the obligation is placed in service; or
 - (2) the date sixty (60) days after the earlier of the fifth anniversary of the issue date of the obligation, or the date sixty (60) days after the retirement of the obligation.
 - b) Documentation of allocations of obligation proceeds to issuance costs.
 - c) Copies of requisitions, draw schedules, draw requests, invoices, bills, and cancelled checks related to obligation proceed expenditures during the construction period.
 - d) Copies of all contracts entered into for the construction, renovation or purchase of facilities financed with obligation proceeds.
 - e) Records of expenditure reimbursements incurred prior to issuing obligations for projects financed with obligation proceeds (declaration of official intent/reimbursement resolutions including all modifications).
 - f) List of all facilities and equipment financed with obligation proceeds.
 - g) Depreciation schedules for depreciable property financed with obligation proceeds.
 - h) Documentation that tracks the purchase and sale of assets financed with obligation proceeds.

- i) Documentation of timely payment of principal and interest payments on the obligation.
- j) Tracking of all issue proceeds and the transfer of proceeds into the debt service fund as appropriate.
- k) Documentation that excess earnings from a Reserve Fund are transferred to the Debt Service Fund on an annual basis. Excess earnings are balances in a Reserve Fund that exceed the Reserve Fund requirement.

5) Miscellaneous Documentation to be Assembled and Retained

- a) Ensure that the project, while the obligation is outstanding, will avoid IRS private activity concerns.
- b) The Executive Director of Business Services shall monitor the use of all obligation-financed facilities in order to:
 - i) Determine whether private business uses of obligation-financed facilities have exceeded the *de minimus* limits set forth in Section 141(b) of the Code as a result of:
 - (1) sale of the facilities;
 - (2) sale of District capacity rights;
 - (3) leases and subleases of facilities including easements or use arrangements for areas outside the four walls (e.g. hosting of cell phone towers);
 - (4) leasehold improvement contracts, licenses, management contracts in which the District authorizes a third party to operate a facility (e.g. cafeteria);
 - (5) research contracts;
 - (6) preference arrangements in which the District permits a third-party preference (e.g. parking in a public parking lot, joint ventures, limited liability companies or partnership arrangements);
 - (7) output contracts or other contracts for use of utility facilities including contracts with large utility users;
 - (8) development agreements which provide for guaranteed payments or property values from a developer;
 - (9) grants or loans made to private entities including special assessment agreements;
 - (10) naming rights agreements; and
 - (11) any other arrangements that provide special legal entitlements to nongovernmental persons.
 - ii) Determine whether private security or payments that exceed the *de minimus* limits set forth in Section 141(b) of the Code have been provided by nongovernmental persons with respect to such obligation-financed facilities.
- c) The Executive Director of Business Services shall provide training and educational resources to any District staff that have the primary responsibility for the operation, maintenance, or inspection of obligation-financed facilities with regard to the limitations on the private business use of obligation-

- financed facilities and as to the limitations on the private security or payments with respect to obligation-financed facilities.
- d) The District shall undertake the following with respect to the obligations:
 - i) An annual review of the books and records maintained by the District with respect to such obligations.
 - ii) An annual physical inspection of the facilities financed with the proceeds of such obligations, conducted by the Executive Director of Business Services with the assistance of any District staff who have the primary responsibility for the operation, maintenance, or inspection of such obligation-financed facilities.
 - e) Changes in the project that impact the terms or commitments of the obligation are properly documented and necessary certificates or opinions are on file.
- 6) Additional Undertakings and Activities that Support Sections 1 through 5 above:
- a) The Executive Director of Business Services will notify the District's bond counsel, financial advisor and arbitrage provider of any survey or inquiry by the IRS immediately upon receipt. Usually responses to IRS inquiries are due within 21 days of receipt. Such IRS responses require the review of the above-mentioned data and must be in writing. As much time as possible is helpful in preparing the response.
 - b) The Executive Director of Business Services will consult with the District's bond counsel, financial advisor and arbitrage provider before engaging in post-issuance credit enhancement transactions (e.g. obligation insurance, letter of credit, or hedging transaction).
 - c) The Executive Director of Business Services will monitor all "qualified tax-exempt debt obligations" (often referred to as "bank qualified" obligations) within the first calendar year to determine if the limit is exceeded, and if exceeded, will address accordingly. For obligations issued during years 2009 and 2010 the limit was \$30,000,000. During this period, the limit also applied to pooled financings of the governing body and provides a separate \$30,000,000 for each 501 (c)(3) conduit borrower. In 2011 and thereafter it is \$10,000,000 unless changed by Congress.
 - d) Identify any post-issuance change to terms of obligations which could be treated as a current refunding of "old" obligations by "new" obligations, often referred to as a "reissuance."
 - e) The Executive Director of Business Services will consult with the District's bond counsel prior to any sale, transfer, change in use or change in users of obligation-financed property which may require "remedial action" under applicable Treasury Regulations or resolution pursuant to the VCAP Program.
 - i) A remedial action has the effect of curing a deliberate action taken by the District which results in satisfaction of the private business test or private loan test. Remedial actions under Section 1.141-12(d)(e) and (f) include the redemption of non-qualified obligations and/or the alternative uses of proceeds or the facility (i.e. to be used for another qualified purpose).

- f) The Executive Director of Business Services will ensure that the appropriate tax form for federal subsidy payments is prepared and filed in a timely fashion for applicable obligations (e.g. Build America Bonds).

7) Continuing Disclosure Obligations

- a) Identify a position at the District to be responsible for compliance with continuing disclosure obligations as defined by the Rule and any policies of the District.
- b) The position responsible for compliance may have the ability to assign responsibilities, delegate where appropriate or engage a dissemination agent or third-party service providers to perform all or some of the duties described in this section. The District cannot delegate its compliance responsibilities.
- c) The District should specify how providers or delegated authorities will be monitored and supervised.
- d) The District should identify the documents that set forth the respective requirements being monitored at the time of closing for each obligation.
- e) The District should catalog all outstanding Continuing Disclosure Agreements and establish consolidated filing requirements based on the outstanding CDAs.
- f) The District should identify the frequency of the actions to be undertaken to ensure compliance, establish a system or filing alerts or reminders to administer the filing requirements.
- g) The Executive Director of Business Services for compliance must be made aware of any new outstanding debt, changes to obligation or loan covenants, events of acceleration or default that would materially affect investors.
- h) The District should review a compliance checklist to verify compliance with CDA requirements, at least annually, although it may be advisable to provide more frequent reviews in connection to specific material events.
- i) The District should monitor mandatory material events specifically identified in accordance with the Rule and file required notices within 10 days of occurrence.
 - i) Principal and interest payment delinquencies.
 - ii) Non-payment related defaults, if material.
 - iii) Unscheduled draws on debt service reserves reflecting financial difficulties.
 - iv) Unscheduled draws on credit enhancements reflecting financial difficulties.
 - v) Substitution of credit or liquidity providers or their failure to perform.
 - vi) Adverse tax opinion, IRS notices or material events affecting the tax status of the obligation.
 - vii) Modifications to rights of security holders, if material.
 - viii) Obligation calls, if material.
 - ix) Defeasances.

- x) Release, substitution or sale of property securing repayment of the obligations, if material.
- xi) Rating Changes.
- xii) Bankruptcy, insolvency, receivership, or similar event of the obligated person(s).
- xiii) Merger, consolidation, or acquisition of the obligated person, if material.
- xiv) Appointment of a successor or additional trustee, or change of name of a trustee, if material.
- xv) Incurrence of financial obligation of the District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the District, any of which affect security holders, if material.
- xvi) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of the financial obligation of the District, any of which reflect financial difficulties.
- j) In addition to the mandatory material events, the District should review and file any additional or voluntary event notices.
- k) The District should maintain a catalog of all outstanding obligations whether publicly offered or privately placed, and the terms and conditions that govern default or acceleration provisions.
- l) Any missed filing requirement should be remedied with a failure to file notice as soon as possible once the late filing is identified and the required information is available to file.
- m) Sensitive information such as bank accounts and wire information should be redacted from documents prior to posting on EMMA.
- n) The District needs to monitor for changes in law and regulations that effect continuing disclosure obligations and review disclosure policies and procedures periodically to ensure compliance and consistency with regulation and market expectations.

8) Compliance with Future Requirements

- a) Take measures to comply with any future requirements issued beyond the date of these Post-Issuance Debt Compliance Procedures which are essential to ensuring compliance with the applicable state and federal regulations.

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:

Eden Lake Elementary School:

- Donation of a Trumpet and Trombone – Maria & Jay Mellen, Eden Prairie, MN – Musical instruments to be used in EP Bands

SUPERINTENDENT CONSENT AGENDA

A. Semi-Monthly Reports

HUMAN RESOURCES

1. Human Resources – Principals

a. New Hires

Unowsky, Valora – Associate Principal, Eden Lake Elementary, effective 8/17/2020.

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

a. Change in Assignment

Fisher, Kyle – From Facilities & Safety Coordinator to Director of Facilities, Grounds, & Safety, Administrative Services Center, 8 hours/day, 5 days/week, 260 days/year, effective 9/8/2020.

b. Resignation/Retirements

Grant, Michael – Director of Student Activities, Eden Prairie High School, effective 1/1/2021.

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

a. Resignation/Retirements

Li, Lidiya – Technology Systems Administrator, Administrative Services Center, effective 9/11/2020.

4. Human Resources - Licensed Staff

a. New Hires

Barrett, Kirsten – EP Online Teacher, 1.0 FTE, District Wide, effective 9/1/2020.

Bergland, Emily – Physical Education, 1.0 FTE, Central Middle School, effective 8/31/2020 through 10/23/2020.

Birge, Caitlin – Gifted and Talented Teacher, 1.0 FTE, District Wide, effective 8/27/2020.

Clingan, Hannah – Elementary Classroom Teacher, 1.0 FTE, Eden Lake Elementary, effective 8/24/2020.

Farrell, Cathy – Licensed School Nurse, 0.80 FTE, Early Childhood, Lower Campus, effective 9/18/2020.

Finstad, Rachel – World Language – Spanish Teacher, 1.0 FTE, District Wide, effective 9/2/2020.

Franzini, Mendy – Special Education, 1.0 FTE, Eden Prairie High School, effective 8/31/2020.

Garcelon, Taylor – English, 1.0 FTE, Eagle Heights Spanish Immersion, effective 9/4/2020.

Goscha, Mikayla – Mathematics, 1.0 FTE, Central Middle School, effective 8/24/2020 through 10/14/2020.

Harris, Ethan – Music Teacher, .875 FTE, District Wide, effective 9/1/2020.

Himmerich, Kirsten – EP Online Teacher, 1.0 FTE, District Wide, effective 8/31/2020.

Jipp, Rachael – Social Studies, 0.833 FTE, Eden Prairie High School, effective 9/1/2020 through 1/18/2021.

Johnson, Melissa – EP Online Teacher, 1.0 FTE, District Wide, effective 9/4/2020.

Larson, Emily – Special Education, 1.0 FTE, Central Middle School, effective 8/24/2020.

McAllister, Morgan – ESL Long Term Substitute, 1.0 FTE, Oak Point Elementary, effective 8/24/2020 through 11/18/2020.

Monks, Michael – Special Education Teacher, 1.0 FTE, Eden Prairie High School, effective 8/26/2020.

Nelson, Erik – English Teacher, 1.0 FTE, Eagle Heights Spanish Immersion, effective 8/31/2020.

Nord, Kally – Elementary Classroom Teacher, 1.0 FTE, Forest Hills Elementary, effective 9/3/2020.

Pauly, Halle – EP Online Teacher, 1.0 FTE, District Wide, effective 8/28/2020.

Reinertson, Kristin – Elementary Classroom Teacher, 1.0 FTE, Prairie View Elementary, effective 8/27/2020.

Renstrom, Lauren – World Language – German, 0.2 FTE, EP Online, effective 8/31/2020.

Riemer, Billie – Gifted and Talented Teacher, 1.0 FTE, District Wide, effective 8/26/2020.

Roeber, Lynlee – Physical Education Teacher, .625 FTE, Eden Lake Elementary, effective 8/31/2020.

Simmer, Colton – Physical Education Teacher, 1.0 FTE, Cedar Ridge Elementary, effective 9/3/2020.

Skoogman, Regan – Academic Interventionist, 1.0 FTE, Oak Point Elementary, effective 9/18/2020.

Stankiewicz, Lisa – EP Online Teacher, 1.0 FTE, District Wide, effective 8/27/2020.

Turner, Tiffany – EP Online Teacher, 1.0 FTE, Eagle Heights Spanish Immersion, effective 9/2/2020.

White, Jacquelyn – Social Studies, 0.667 FTE, Eden Prairie High School, effective 9/1/2020.

Woods, Christina – Gifted and Talented Teacher, 1.0 FTE, District Wide, effective 8/26/2020.

b. Change in Assignment

Gasner, Jenna – World Language – Spanish Teacher, 1.0 FTE, Eden Prairie High School, effective 8/24/2020 through 6/1/2021.

Johnson, Molly – Art Teacher, .958 FTE, Eden Lake Elementary, Prairie View Elementary, EP Online, effective 8/24/2020.

Vacanti, Genna – Elementary Classroom Teacher, 1.0 FTE, Prairie View Elementary, effective 8/24/2020.

c. Resignation/Retirements

Gramith, JoAnne – ESL/Reading Teacher, 1.0 FTE, Eden Lake Elementary, effective 6/10/2020.

Heimkes, Colleen – Social Studies, 1.0 FTE, Central Middle School, effective 10/18/2020.

Smestad, Donna – School-to-Work Broker, 1.0 FTE, Eden Prairie High School, effective 6/10/2020.

Schulz, Mary – Elementary Classroom Teacher, 1.0 FTE, Oak Point Elementary, effective 6/10/2020.

Tierney, Colin – Special Education Teacher, 1.0 FTE, Eden Prairie High School, effective 6/10/2020.

Tierney, Nora – Elementary Education Teacher, 1.0 FTE, Eagle Heights Spanish Immersion, effective 6/10/2020.

d. Leave of Absence

Gasco, Megan – World Language – Spanish Teacher, 1.0 FTE, Eden Prairie High School, effective 8/24/2020.

Gordon, Robert – Social Studies, 0.667 FTE, Eden Prairie High School, effective 8/24/2020.

Nielsen, Bret – Physical Education Teacher, 1.0 FTE, Cedar Ridge Elementary, effective 8/24/2020.

Tetrick, Joan – Elementary Education Teacher, 1.0 FTE, Oak Point Elementary, effective 8/31/2020.

5. Human Resources - Classified Staff

a. New Hires

CLASS

Maldonado, Jonashka – Cultural Liaison – Latino, Administrative Services Center, 8 hours/day, 5 days/week, 185 days/year, effective 8/24/2020.

Thibodeaux, Ariale – Cultural Liaison (African American), Administrative Services Center, 8 hours/day, 5 days/week, 185 days/year, effective 8/25/2020.

MSEA

Carajaval, Maria – Kindergarten Paraprofessional, Eagle Heights Spanish Immersion, 2.5 hours/day, 5 days/week, 178 days/year, effective 9/10/2020.

Cerpa Suarez, Carolina – Kindergarten/Crossing Guard Paraprofessional, Eagle Heights Spanish Immersion, 3 hours/day, 5 days/week, 178 days/year, effective 9/8/2020.

Merrick, Alissa – Special Education Paraprofessional, Eden Lake Elementary, 5 hours/day, 4 days/week, 141 days/year, effective 9/1/2020.

Puentes-Westenfield, Dianny – Kindergarten/Instructional/Crossing Guard Paraprofessional, 5.83 hours/day, 5 days/week, 178 days/year, effective 8/31/2020.

Sheikhyusuf, Rahma – Little Eagles Preschool Paraprofessional, Community Education, 2.5 hours/day, 5 days/week, 178 days/year, effective 8/31/2020.

Underwood, Julie – AVID Tutor, Eden Prairie High School, 5.5 hours/day, 2 days/week, 65 days/year, effective 9/15/2020 through 5/27/2021.

TRANSPORTATION

Bernier, Kristin – Bus Driver, Transportation, 5.33 hours/day, 5 days/week, 178 days/year, effective 9/4/2020.

Bonet, Angel – Bus Driver, Transportation, 5 hours/day, 5 days/week, 178 days/year, effective 9/2/2020.

Duchon, Douglas – Bus Driver, Transportation, 4.29 hours/day, 5 days/week, 178 days/year, effective 9/2/2020.

Johnson, Rick – Bus Driver, Transportation, 5.32 hours/day, 5 days/week, 178 days/year, effective 9/2/2020.

Swanson, Lisa – Bus Driver, Transportation, 4.25 hours/day, 5 days/week, 178 days/year, effective 9/2/2020.

b. Change in Assignment

MSEA

Yost, Anthony – Kindergarten Paraprofessional, Forest Hills Elementary, 2.5 hours/day, 5 days/week, 178 days/year, effective 8/31/2020.

PRESCHOOL TEACHERS

Moy, Patricia – Little Eagles Preschool Teacher, Community Education, 4 hours/day, 5 days/week, 178 days/year, effective 8/31/2020.

TRANSPORTATION

c. Resignations/Retirements

BUILDING SERVICES

Brown, Aubrayle – Custodian (Non-Licensed), Administrative Services Center, effective 9/22/2020.

Van Ningen, Bryan – Groundsperson (Licensed), Transportation & Grounds, effective 8/26/2020.

CONFIDENTIAL

McCandless, Jessica – Executive Assistant, Administrative Services Center, effective 9/11/2020.

FOOD SERVICE

Bruggeman, Erica – Food Service Assistant I, Prairie View Elementary, effective 6/9/2020.

Drebenstedt, Marlys – Food Service Assistant II, Oak Point Elementary, effective 9/4/2020.

Smith, Lizbeth – Food Service Assistant I, Cedar Ridge Elementary, effective 6/8/2020.

MSEA

Bates, Susan – Paraprofessional, Forest Hills Elementary, effective 6/9/2020.

Felsing, Nathan – Special Education Paraprofessional, Central Middle School, effective 6/9/2020.

Gooch, Ira – Security Monitor, Eden Prairie High School, effective 9/3/2020.

Herndon, Lisa – Early Childhood Special Education Paraprofessional, Community Education, effective 6/9/2020.

Hicklin, Susan – Educational Paraprofessional, Eden Prairie High School, effective 6/9/2020.

Johnson, Jan – Early Childhood Special Education Paraprofessional, Community Education, effective 9/4/2020.

Kohin, Rahma – Special Education Paraprofessional, Eden Prairie High School, effective 7/16/2020.

Mahamud, Aisha – Eagle Zone Program Assistant, Community Education, effective 6/9/2020.

Mincey, Matthew – Special Education Paraprofessional, Eden Prairie High School, effective 6/9/2020.

Munoz Lezama, Montserrat – Paraprofessional, Eagle Heights Spanish Immersion, effective 6/9/2020.

Murphy, Ashley – Little Eagles Preschool Paraprofessional, Community Education, effective 9/10/2020.

Nelson, Heather – Special Education Paraprofessional, TASSEL, effective 9/8/2020.

Peterson, Sharon – Special Education Paraprofessional, Central Middle School, effective 6/9/2020.

Rieder, LuAnn – Health Services Paraprofessional, Community Education, effective 6/9/2020.

Roble, Linda – Early Childhood Special Education Paraprofessional, Community Education, effective 6/9/2020.

Roddy, Mary Jo – Paraprofessional, Eagle Heights Spanish Immersion, effective 9/1/2020.

Schiffler, Jessica – Special Education Paraprofessional, Eden Prairie High School, effective 6/9/2020.

Simons, Catherine – Kindergarten Paraprofessional, Cedar Ridge Elementary, effective 9/02/2020.

Telkamp, Adam – Eagle Zone Program Assistant, Community Education, effective 6/9/2020.

Thunstrom, Jennifer – Paraprofessional, Forest Hills Elementary, effective 6/9/2020.

Thorne, Nattaya – Early Childhood Special Education Paraprofessional, Community Education, effective 9/4/2020.

Titare, Mamta – Little Eagles Preschool Paraprofessional, Community Education, effective 6/9/2020.

Tydd, Suzanne – Eagle Zone Special Education Paraprofessional, Community Education, effective 9/18/2020.

PRESCHOOL TEACHERS

Penick, Kacie – Little Eagles Preschool Teacher, Community Education, effective 8/26/2020.

TRANSPORTATION

Eder, Arnold – Bus Driver, Transportation, effective 9/3/2020.

Lockwood, LaDonna – Bus Driver, Transportation, effective 6/9/2020.

Lindahl, Daniel – Bus Driver, Transportation, effective 8/7/2020.

Shelhamer, James – Bus Driver, Transportation, effective 8/19/2020.

d. Leave of Absence

BUILDING SERVICES

Frank, Gregory – Truck Driver, Transportation & Grounds, effective 9/2/2020 through 6/30/2021.

CLASS

Lindberg, Marin – Intern Coordinator – Spanish, Eagle Heights Spanish Immersion, effective 9/2/2020 through 5/28/2021

MSEA

Amy, Audrey – Paraprofessional, Prairie View Elementary, effective 9/2/2020 through 5/28/2021

Dodge, Jeanne – Paraprofessional, Prairie View Elementary, effective 8/24/2020 through 5/28/2021

Farr, Margaret – Special Education Paraprofessional, Central Middle School, effective 8/31/2020 through 5/31/2021.

Harris, Karin – Special Education Paraprofessional, Prairie View Elementary, effective 9/11/2020 through 5/28/2021.

Matson, Marci – Little Eagles Preschool Paraprofessional, Community Education, effective 8/31/2020 through 5/28/2021.

Molenaar, Lisa – Little Eagles Preschool Paraprofessional, Community Education, effective 8/31/2020 through 5/28/2021.

Morales, Marty – Little Eagles Preschool Paraprofessional, Community Education, effective 8/31/2020 through 5/28/2021.

Stebner, Christine – Paraprofessional, Oak Point Elementary, effective 8/31/2020 through 5/28/2021.

Vortherms, Kelly – Special Education Paraprofessional, Eden Prairie High School, effective 8/31/2020 through 10/14/2020.

TRANSPORTATION

Cunningham, James – Bus Driver, Transportation, effective 9/3/2021 through 5/31/2021.

Frank, Gregory – Bus Driver, Transportation, effective 8/31/2020 through 5/31/2021.

Trejo, Raymundo – Bus Driver, Transportation, effective 8/31/2020 through 12/23/2020.

Board Business

General Consent Agenda

Approval of Payments, all funds, August 2020

Check #407959-408089	\$2,374,920.52
Electronic Disbursements	\$6,889,576.59
TOTAL	\$9,264,497.11

Acknowledgment of Electronic Transfers August 2020

INVEST DATE	FROM	TO	INTEREST RATE	MATURITY DATE	PRINCIPAL
07/24/2020	PMA Financial	MNTrust	.170%	08/25/2020	\$12,001,788.50
07/24/2020	PMA Financial	MNTrust	.170%	08/25/2020	\$2,000,298.09
05/03/2019	PMA Financial	MNTrust	2.321%	08/28/2020	\$1,030,635.23
08/25/2020	PMA Financial	MNTrust	.140%	09/25/2020	\$12,001,426.85
08/25/2020	PMA Financial	MNTrust	.140%	09/25/2020	\$2,000,237.81

**EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: June-20**

REVENUES/TRANSFERS IN (BY SOURCE CODE)					
SOURCE	DESCRIPTION	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 25,791,252	\$ 26,090,721	98.85%	97.34%
021-040	TUITION	39,450	70,000	56.36%	93.56%
041-089	FEES & ADMISSIONS	572,887	748,500	76.54%	83.85%
090-199	MISC REVENUE	1,413,941	927,000	152.53%	153.10%
200-399	STATE AID	83,312,110	81,595,117	102.10%	102.02%
400-499	FEDERAL PROGRAMS	2,907,049	2,247,553	129.34%	90.89%
600-649	SALES	67,980	56,100	121.18%	213.29%
		\$ 114,104,671	\$ 111,734,991	102.12%	101.04%
	CAPITAL OUTLAY	13,094,561	13,442,987	97.41%	105.39%
	STUDENT ACTIVITIES	1,290,368	1,800,000	71.69%	74.94%
	MEDICAL ASSISTANCE	178,842	300,000	59.61%	78.22%
Revenue Notes:					

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)					
OBJECT	DESCRIPTION	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 74,356,528	\$ 75,675,222	98.26%	98.39%
200	BENEFITS	24,609,827	24,389,467	100.90%	99.80%
300	PURCHASED SVCS	8,483,749	7,921,525	107.10%	124.35%
400	SUPPLIES & EQUIPMENT	3,775,423	3,174,328	118.94%	99.30%
800	OTHER EXPENSES	577,986	660,705	87.48%	296.58%
900	TRANSFERS & CONTINGENCY	221,638	178,475	124.18%	95.81%
		\$ 112,025,151	\$ 111,999,722	100.02%	100.78%
	CAPITAL OUTLAY	13,295,154	13,329,195	99.74%	99.10%
	STUDENT ACTIVITIES	1,261,615	1,800,000	70.09%	77.63%
	MEDICAL ASSISTANCE	338,736	464,931	72.86%	87.83%
Expenditure Notes:					

**EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Jul-20**

REVENUES/TRANSFERS IN (BY SOURCE CODE)					
SOURCE	DESCRIPTION	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 948,189	\$ 26,284,948	3.61%	0.93%
021-040	TUITION	(2,347)	70,000	-3.35%	0.00%
041-089	FEES & ADMISSIONS	-	748,500	0.00%	36.92%
090-199	MISC REVENUE	(144,846)	927,000	-15.63%	0.62%
200-399	STATE AID	15,220	83,233,564	0.02%	0.00%
400-499	FEDERAL PROGRAMS	(43,444)	2,482,704	-1.75%	-1.39%
600-649	SALES	-	56,100	0.00%	0.00%
		\$ 772,772	\$ 113,802,816	0.68%	0.45%
	CAPITAL OUTLAY	(24,213)	12,386,809	-0.20%	0.12%
	STUDENT ACTIVITIES	2,931	1,800,000	0.16%	5.39%
	MEDICAL ASSISTANCE	(12,182)	150,000	-8.12%	0.00%
	SCHOLARSHIPS	-	8,500	0.00%	#DIV/0!
Revenue Notes:					

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)					
OBJECT	DESCRIPTION	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 936,092	\$ 76,388,547	1.23%	1.33%
200	BENEFITS	909,041	24,805,228	3.66%	3.49%
300	PURCHASED SVCS	196,709	9,275,230	2.12%	2.47%
400	SUPPLIES & EQUIPMENT	143,252	3,224,854	4.44%	3.85%
800	OTHER EXPENSES	42,112	659,969	6.38%	18.13%
900	TRANSFERS & CONTINGENCY	-	250,000	0.00%	0.00%
		\$ 2,227,206	\$ 114,603,828	1.94%	1.97%
	CAPITAL OUTLAY	1,109,356	12,100,315	9.17%	15.37%
	STUDENT ACTIVITIES	17,609	1,800,000	0.98%	1.76%
	MEDICAL ASSISTANCE	4,990	175,654	2.84%	1.04%
	SCHOLARSHIPS	-	20,620	0.00%	#DIV/0!
Expenditure Notes:					

**EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Aug-20**

REVENUES/TRANSFERS IN (BY SOURCE CODE)					
SOURCE	DESCRIPTION	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 948,189	\$ 26,284,948	3.61%	0.93%
021-040	TUITION	(2,347)	70,000	-3.35%	0.00%
041-089	FEES & ADMISSIONS	59,074	748,500	7.89%	49.17%
090-199	MISC REVENUE	(128,676)	927,000	-13.88%	10.89%
200-399	STATE AID	10,287,052	83,233,564	12.36%	13.62%
400-499	FEDERAL PROGRAMS	-	2,482,704	0.00%	0.00%
600-649	SALES	6,649	56,100	11.85%	0.28%
		\$ 11,169,940	\$ 113,802,816	9.82%	10.29%
	CAPITAL OUTLAY	(14,511)	12,386,809	-0.12%	0.22%
	STUDENT ACTIVITIES	58,638	1,800,000	3.26%	9.40%
	MEDICAL ASSISTANCE	-	150,000	0.00%	0.06%
	SCHOLARSHIPS	-	8,500	0.00%	#DIV/0!
Revenue Notes:					

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)					
OBJECT	DESCRIPTION	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 2,306,243	\$ 76,388,547	3.02%	3.43%
200	BENEFITS	1,272,128	24,805,228	5.13%	5.15%
300	PURCHASED SVCS	989,301	9,275,230	10.67%	13.36%
400	SUPPLIES & EQUIPMENT	590,431	3,284,854	17.97%	5.77%
800	OTHER EXPENSES	88,052	659,969	13.34%	26.28%
900	TRANSFERS & CONTINGENCY	-	250,000	0.00%	0.00%
		\$ 5,246,155	\$ 114,663,828	4.58%	4.56%
	CAPITAL OUTLAY	2,483,487	12,100,315	20.52%	24.93%
	STUDENT ACTIVITIES	37,255	1,800,000	2.07%	4.32%
	MEDICAL ASSISTANCE	5,589	175,654	3.18%	1.14%
	SCHOLARSHIPS	-	20,620	0.00%	#DIV/0!
Expenditure Notes:					

Financial Update



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

General Fund Overview

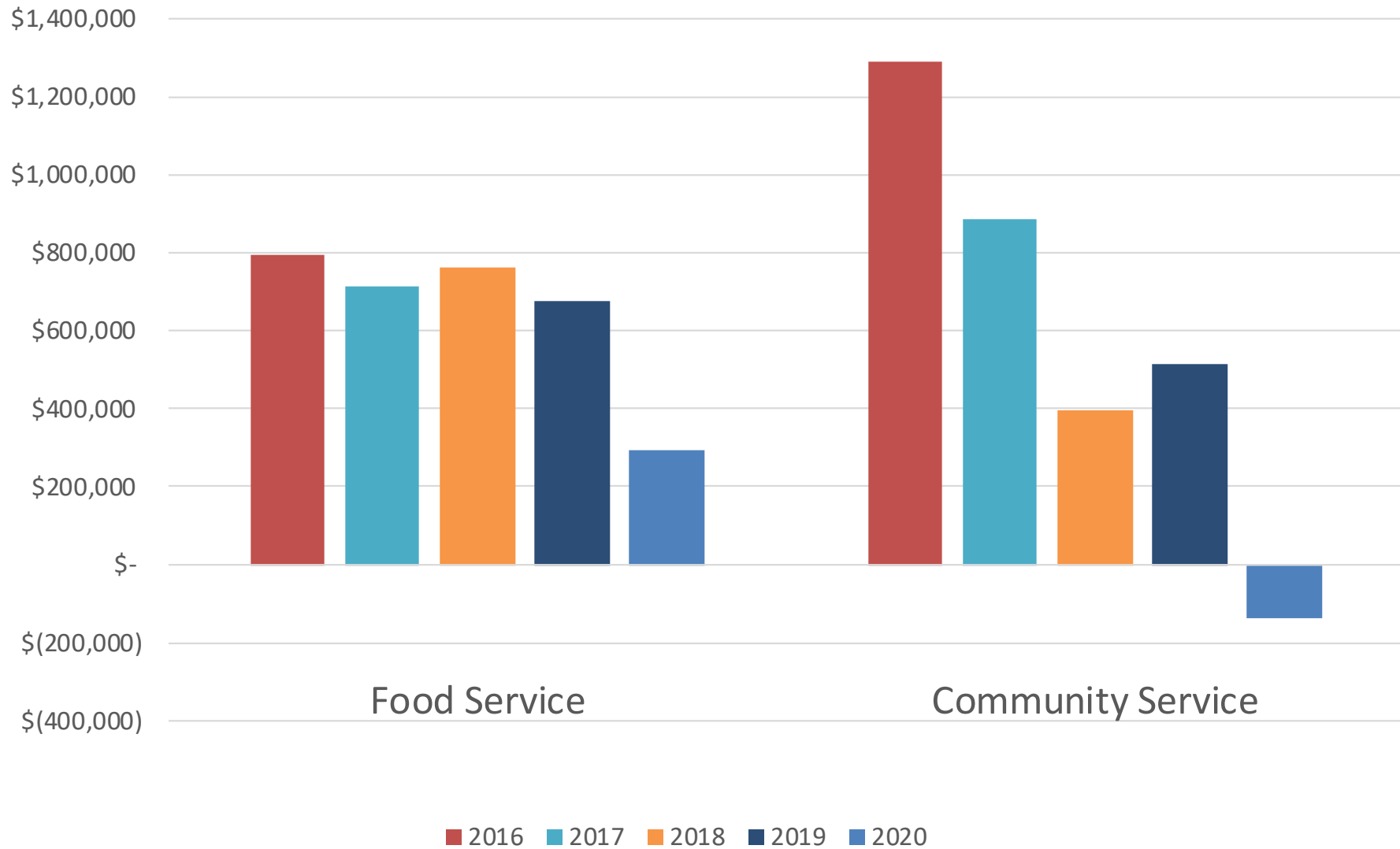
GENERAL FUND - Unassigned	Budget	Actual	Variance	%
Revenue	\$110,593,649	\$110,057,894	\$ (535,755)	(0.48)%
Expenditures	\$110,858,380	\$109,770,507	\$ 1,087,873	0.98%
Total Change	\$ (264,731)	\$ 287,387	\$ 552,118	

General Fund – Fund Balance Increase \$287,387

COVID Update

Fund	Projected Balance	Actual	Variance
General Fund	\$17,338,576	\$17,715,153	\$ 376,577
Food Service	\$ 163,007	\$ 292,653	\$ 129,646
Community Education	\$ (142,961)	\$ (138,197)	\$ 4,764
OPEB Trust	\$14,747,557	\$17,200,715	\$ 2,453,158

Other Funds



2019-20 Audit Findings

- Legal Compliance
 - 1 Contractor IC134 form not on file
- Student Activities
 - 1 out of 25 receipts tested did not have a student signature on the form
- Internal Control
 - 1 food service free/reduced application was calculated incorrectly
 - 1 month of breakfast/lunch meals were entered backwards
 - 3 out of 40 disbursements tested not paid within 35 days

CARES ACT Funds

➤ CARES Act – Education Stabilization Fund (GEER & ESSER)

- GEER Fund - \$146,649
 - Eligible for Expenditures between 3/13/2020 through 9/30/2022
- ESSER 90% & ESSER 9.5% - \$847,719
 - Eligible for Expenditures between 3/13/2020 through 9/30/2022

➤ Coronavirus Relief Fund (CRF)

- Totals \$2,418,898
 - Eligible for Expenditures between 7/1/2020 through 12/30/2020
 - Must be spent and drawn by 12/30/2020

➤ Total Funds = \$3,413,266

Financial Next Steps

- Financial Statement Acceptance – November 23
- Tax Levy Approval – December 14
- Long-Range Financial Projection – January 4
- Mid-Year FY 20-21 Budget Update – January 25

THANK YOU



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

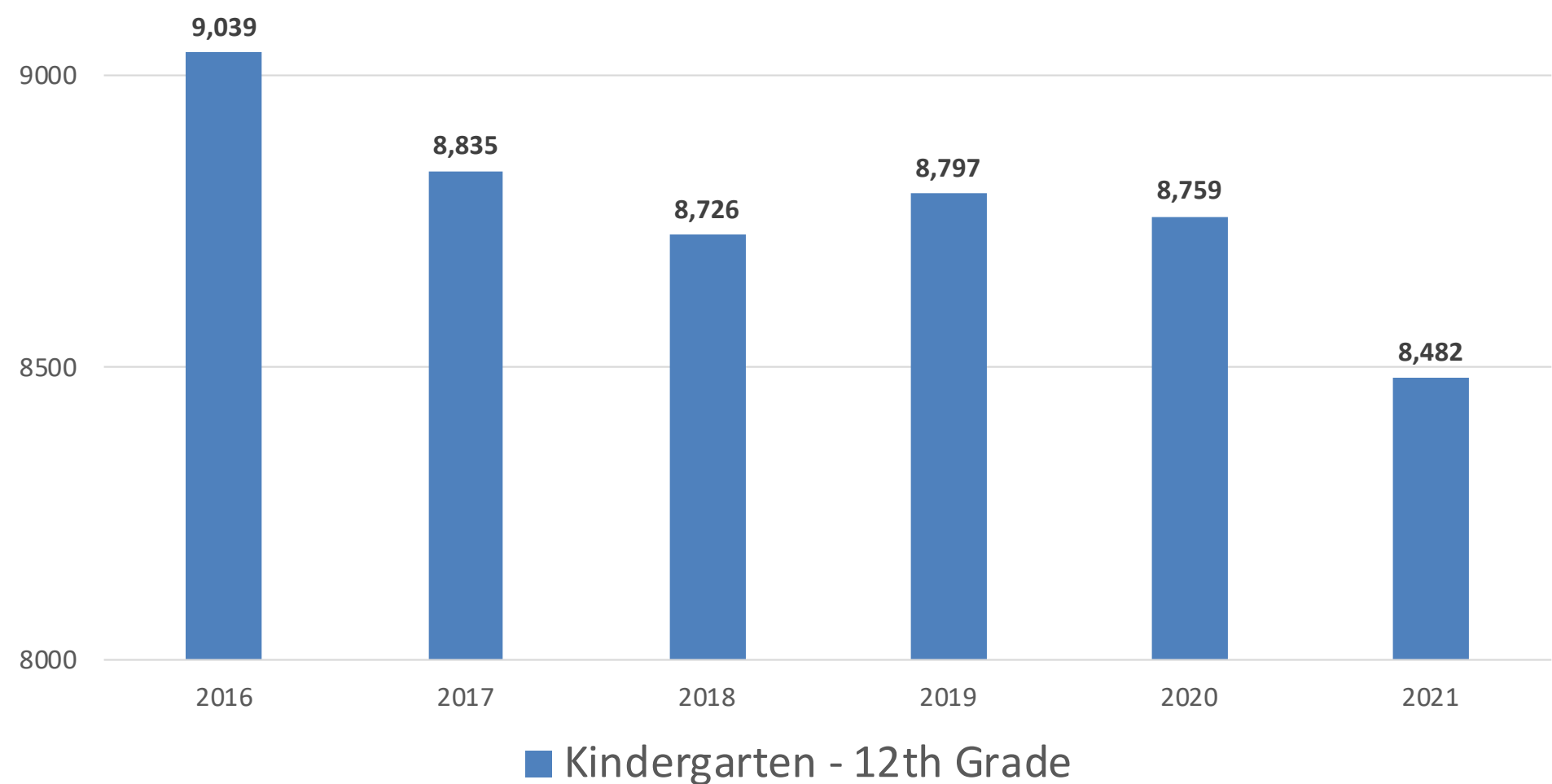
Preliminary Enrollment Report

September 2020

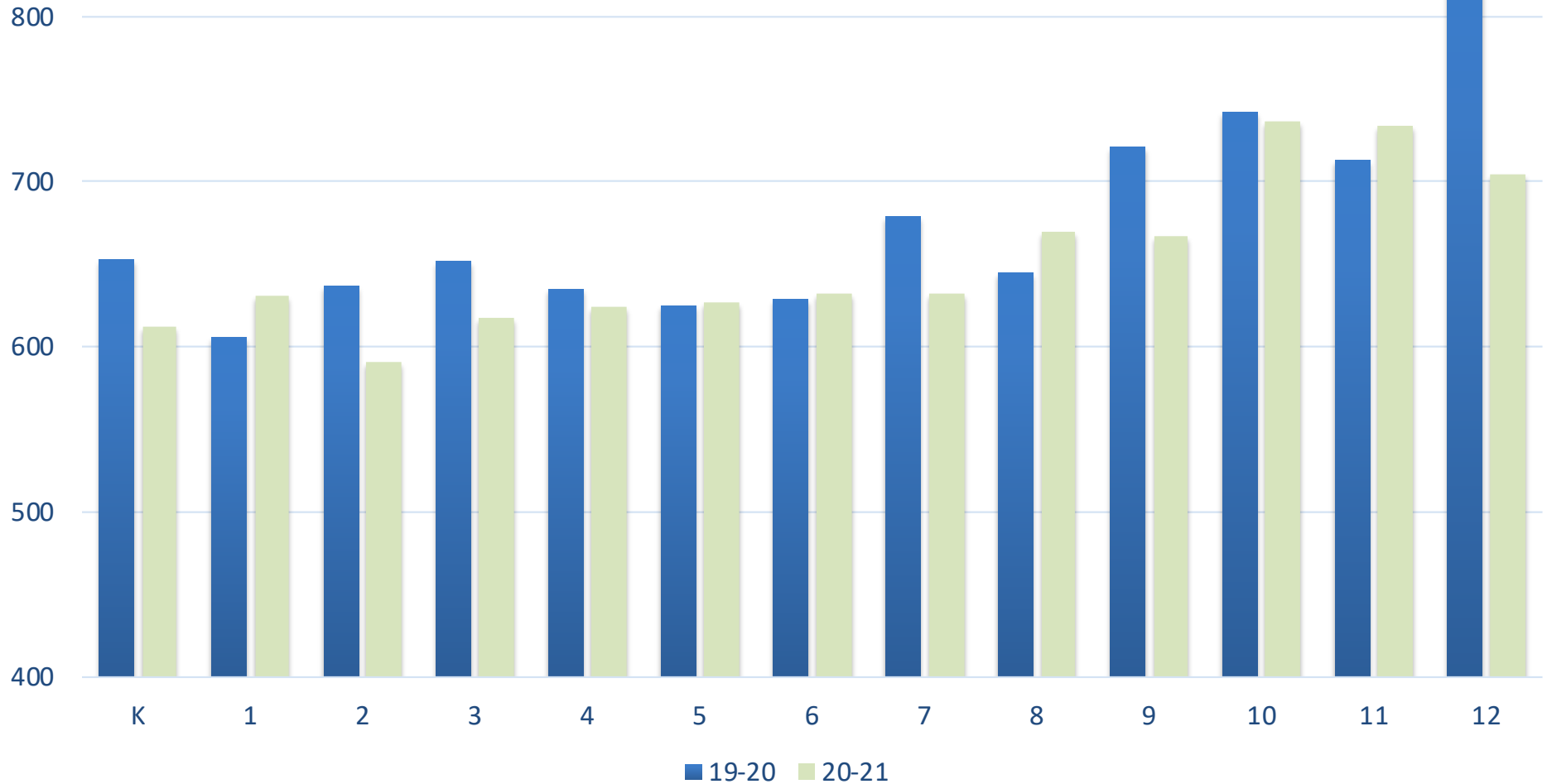


EDEN PRAIRIE SCHOOLS
Inspiring each student every day

Enrollment by Fiscal Year



Enrollment by Grade



Kindergarten Capture Rate

Fiscal Year	Enrollment	Estimated Census	Capture Rate
2012-13	671	795	84.4%
2013-14	619	753	82.2%
2014-15	642	751	85.5%
2015-16	611	760	80.4%
2016-17	605	773	78.3%
2017-18	615	780	78.8%
2018-19	619	717	86.3%
2019-20	641	794	80.7%
2020-21	612	743	82.4%
2021-22	620	758	81.8%
2022-23	620	753	82.3%

Fall 2020 Themes

- Enrollment declined this year, down 277 students from last year
 - Under budget projections by 87 students
- EP Online has 2,350 students
- Kindergarten capture rate is consistent with 8 year average
 - 82.4% compared with average of 82.1%
- Entry points at 7th and 9th grade are low
- Pandemic is impacting public school enrollment

Next Steps

- Enrollment Analytical
- 2020-21 Mid-Year Budget Update
 - Analyze revenue impact
 - Re-balance the budget
- 2021-22 Enrollment Projection & Beyond
 - Capture Rate
 - Trends/Cohort Survival Rate
- Long-Range Financial Projection
 - 5-Year Forecast

THANK YOU



EDEN PRAIRIE SCHOOLS

Inspiring each student every day



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

Eden Prairie School Board

Board Development Committee Meeting Minutes

Sept 25, 2020, 1:00-1:42 p.m.

Via Zoom Conferencing

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 Items

1. 1:00 PM: Approved meeting agenda
2. 1:05 PM: Need to arrange for policy governance training in early 2021
 - a. Elaine is communicating with trainer, Stacey Sjogren . Stacey prefers to visit the District for this training on a weekend, likely for a 4-hour block.
 - b. Previously held on March 14th, 2020 from 1-5pm
 - c. Strong interest in scheduling early in 2021. To be attended by three newly elected school board members.
 - d. Superintendent/Board Chair often stop by as part of this training
 - e. Approx. cost \$200/per person. Elaine will confirm the cost.
3. 1:10 PM: Need to arrange for DISC assessment/board training in early 2021
 - a. Elaine is communicating with trainer, Susan Hintz . Susan is unavailable mid thru late February 2021, due to personal travel.
 - b. Susan often travels to MN in conjunction with other commitments. Elaine will look into this to help cut travel costs the board may incur.
 - c. Participation requires self-assessment to be done ahead of 3-hour in person training.
 - d. Strong interest in doing assessments and training early in 2021.
 - e. Total contracted cost for the canceled April 2020 training was: \$4,570. Cost was within the board budget.
4. 1:20 PM: Discussion to have with the board
 - a. What is the preferred sequence of the trainings?
 - b. As new members are on-boarding, how do we space out the trainings to maximize benefit and avoid overwhelm?
 - c. If we send out a doodle poll quickly after the election, can members commit to training dates for Q1?
5. 1:30 PM: Off-boarding needs of 3 school board members prior to Dec 31, 2020
 - a. In concert with Brenda, Veronica will coordinate supply returns from departing members and arrange for any orders to be placed for new members, including:
 - 1-badge
 - 2-computer
 - 3-training supplies/books/etc.

- b. Holly and Veronica will work on an off-boarding guide with details/deadlines
- c. Suggestion for departing members to have an exit interview with Board Chair/Superintendent
- d. Brenda Haynes should be sent any documentation, PowerPoints, sustainable documents, etc. to preserve committee work and assist with transitions.
- e. Holly to prepare the 'Departure Kit' on behalf of the Board Development Committee.
- 6. 1:40: Next Meeting
 - a. Review the new school board member PowerPoint
 - b. Collaborate on the off-boarding document
- 7. 1:42: Adjournment

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

<p>Quarter 1, 2020 Jan-Mar</p> <p>Jan. Coord. with Board liaison to schedule MSBA I and II training for new members by June 2020</p> <p>Feb: Schedule Policy Governance training for new members with Stacey Sjogren</p> <p>Mar: Policy Governance new member training with Stacey Sjogren on 3/14/20</p>
<p>Quarter 2, 2020 Apr-June</p> <p>Apr: COVID</p> <p>May: COVID</p> <p>June: COVID</p>
<p>Quarter 3 2020 July-Sept</p> <p>July: School board election preparation</p> <ul style="list-style-type: none"> 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) <p>Sept: Present results of governance effectiveness assessment survey during board recap, goal setting</p> <p>School Board year end recap, 2020-2021 goal setting (based on comments from 2019 survey of the board)</p>
<p>Quarter 4 2020 Oct-Dec</p> <p>Oct: Second date considered for Whole Board Training</p> <p>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.</p>

**Eden Prairie School Board
Policy Committee Minutes
September 21, 2020
5:00 PM via Zoom Conferencing**

Charter per Board Policy GP 4.8: 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.

Committee Members Present: Adam Seidel, Veronica Stoltz, Terri Swartout

Agenda Discussion Items:

1. New policy introduction referred by Board on September 14, 2020. GP "4.5" with regard to electronic devices.

The committee worked to write language in accordance with the Board's discussion of the policy and returned the following language

GP 4.5.6.1

Members' use of electronic devices shall be restricted to the use of district issued technology during Board business meetings and workshops. Brief incidental or unexpected and urgent situations do not constitute a violation of the restriction.

2. 4.4.1.4: potential language adjustment referred by the Board on September 14, 2020.

The committee worked to write language in accordance with the Board's discussion of the policy and returned the following language.

GP 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. The Board Chair may include a third Board Member on a rotating basis for board development purposes.

Meeting Adjourned

Eden Prairie School Board
2020–21 WORK PLAN CHANGES
“Proposed” Changes for the
September 28, 2020 Meeting

Date of Meeting/Workshop	Changes Requested
Monday, September 28, 2020	- Add: 1 st Reading of new Policy addition for GP 4.5 – Board Electronic Devices
Monday, October 12, 2020 – Workshop	- Discussion of 4.4 - Officer Roles, specifically, 4.4.1.4 – Additional responsibilities include, but may not be limited to (sent to Policy Committee for recommendation)
Monday, October 26, 2020	- COVID-19 Re-monitor
Monday, November 9, 2020 – Brief Business Mtg	- Rescheduled for Friday, November 13, 2020, Time TBD
Monday, November 9, 2020 – Workshop	<ul style="list-style-type: none"> - Policy Discussions/Re-monitoring: <ul style="list-style-type: none"> - BMD 3.0 – Single Point of Connection - BMD 3.2.3 – (Under Delegation to the Superintendent) - GP 4.5 – School Board Members’ Code of Conduct <ul style="list-style-type: none"> -4.5.1, 4.5.3 (and child policies), 4.5.4 & 4.5.6, 4.5.7 - GP 4.6 – Process for Addressing School Board Member Violations <ul style="list-style-type: none"> -4.6.4.2 - GP 4.10 – Operation of the School Board Governing Rules
<i>Friday, November 13, 2020 – Brief Business Mtg</i>	<ul style="list-style-type: none"> - Add Brief Business Meeting to Canvass the General Elections Results -
Monday, November 23, 2020	- Vote on Policies
Monday, December 14, 2020	
Placeholder – General Board Work	
<ul style="list-style-type: none"> • 2020-2021 School Year (August) Schedule School Site Visits • Cultural Proficiency Continuum • MN Student Survey Report Discussion • Board Development Training • Distant Learning Virtual Visits • <i>Contact Stacy Sjogren – Future dates for School Board Policy Governance Training for New Board Members (sent to Board Development)</i> • <i>Contact Susan Hintz – Future dates for DISC Training & Board Retreat for New Board Members</i> • <i>School Board Listening Session Discussion</i> 	
Placeholder – Policy Review	
<ul style="list-style-type: none"> • A review of all Board Policies as it relates to race inclusion for all students in all ethnic groups 	

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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			
*****2020***** Brief Business Meeting Wed, Jul 8, 2020 7:30 AM				<ul style="list-style-type: none"> Community Linkage Meeting Minutes Board Development Committee Minutes 			
Board Meeting Mon, Jul 27, 2020 7:30 AM		<ul style="list-style-type: none"> August Meeting Discussion 	<ul style="list-style-type: none"> Resolution to "Call the General Election" Schedule Candidate Information Sessions 		<ul style="list-style-type: none"> Monthly Reports Student Handbooks: <ul style="list-style-type: none"> - High School - Middle School - Elementary Schools (Summary Detail Included) 		
School Board "New Candidate" Information Session Monday (to be scheduled) ASC/EDC, 6:30 – 8:30 p.m.							
School Board "New Candidate" Information Session Monday (to be scheduled) ASC/EDC, 6:30 – 8:30 p.m.							
Brief Business Meeting Wed, Aug 5, 2020 7:30 AM -Cancelled-							
Regular Business Meeting Mon, Aug 10, 2020 6:00 PM							
Brief Business Meeting Thurs, Aug 13, 2020 Time: 6:00 PM			169				

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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			
-Cancelled-							
Board Meeting Mon, Aug 24, 2020 6:00 PM	<ul style="list-style-type: none"> •EL 2.1 Emergency Supt. Succession •EL 2.2 Treatment of Students •EL 2.7 Asset Protection 		<ul style="list-style-type: none"> •2020-21 School Site Visits •EP Online <hr/> <ul style="list-style-type: none"> •Record of Board Self-Evaluation 		<ul style="list-style-type: none"> •Monthly Reports 		
Post Meeting Board Workshop Mon, Aug 24, 2020							<ul style="list-style-type: none"> •School Board Mtg. Self-Assessment
Brief Business Meeting Mon, Sep 14, 2020 6:00 PM -Cancelled-					<ul style="list-style-type: none"> •Contract Agreements 		
Board Workshop Mon, Sep 14, 2020 6:00 PM							<ul style="list-style-type: none"> •2019-20 Budget Update •Update on School Openings •Morris Leatherman Survey •ADMIN Proposals for FY 2020-21 Workshops •NEW Policy Development Discussion (Ends & EL Policies)
			170				

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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 Listening Session Discussion • Policy Monitoring: All BMD Policies – BMD 3.0 – BMD 3.3 • Policy Monitoring: GP's: 4.4, 4.5, 4.6, 4.7, 4.8, & 4.10 • Confirm agenda for next Board Workshop
Board Meeting Mon, Sep 28, 2020 6:00 PM	<ul style="list-style-type: none"> • EL 2.3 Treatment of Parents • EL 2.6 Financial Management & Operations • <hr/> <ul style="list-style-type: none"> • All BMD Policies • BMD 3.0 Single Point of Connection • BMD 3.1 Unity of Control • BMD 3.2 Delegation to the Superintendent • BMD 3.3 Superintendent Accountability & Performance <hr/> <ul style="list-style-type: none"> • GP 4.4 Officer Roles 	<ul style="list-style-type: none"> • School Site Visits • <i>New Policy Introduction for GP 4.5 – School Board Electronic Devices (1st Reading)</i> 	<ul style="list-style-type: none"> • Approval of Preliminary FY 2021-22 Levy - Tax Levy Comparison - Tax Levy Presentation Pay 21 • Resolution Authorizing the Sale of Facility Maintenance Bonds • Resolution Authorizing Sale of Refunding Bonds • <i>Reassessment Update – Safe Schools Plan</i> <p style="text-align: right;">171</p> <ul style="list-style-type: none"> • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Monthly Reports 	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> • FY 2019-2020 Year-end Preliminary Financial Report • FY 2020-2021 Preliminary Enrollment Report 	

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
	<ul style="list-style-type: none"> •GP 4.5 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 •GP 4.10 Operation of the School Board Governing Rules 						
Post Meeting Board Workshop Mon, Sep 28, 2020							•School Board Mtg. Self-Assessment
Board Workshop Mon, Oct 12, 2020 6:00 PM			172				<ul style="list-style-type: none"> •Administration: Setting Stage for FY 2021-22 Budget Guidelines •Policy Monitoring Discussion: GP 4.4 & GP 4.4.1.4 •Policy Monitoring: GP 4.0, 4.1, 4.2, 4.3, 4.9

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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"> Time Frame: Joint Workshop between School Board Members & ADMIN to discuss Enrollment Confirm agenda for next Board Workshop
Board Meeting Mon, Oct 26, 2020 6:00 PM	<ul style="list-style-type: none"> Ends 1.1, 1.2, 1.3 Evidence (FY 2018-19) <hr/> <ul style="list-style-type: none"> EL 2.4 Treatment of Staff EL 2.8 Compensation and Benefits <hr/> <ul style="list-style-type: none"> GP 4.0 Global Governance Commitment GP 4.1 Governing Style GP 4.2 School Board Job Products GP 4.3 Annual Work Plan GP 4.9 Governance Investment 		<ul style="list-style-type: none"> Future Board Workshop Topics <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Monthly Reports 	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> Enrollment Report as of Oct. 1, 2020 <ul style="list-style-type: none"> -Exec. Summary -Capture Rate -History & Projection Totals -Official October 1 Enrollment Count World's Best Workforce Report FY 2019-2020 Achievement Integration Progress Report COVID-19 Re-monitor 	
Post Meeting Board Workshop Mon, Oct 26, 2020			173				<ul style="list-style-type: none"> School Board Mtg. Self-Assessment

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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			
Brief Business Meeting Mon, Nov 9, 2020 6:00 PM To be Rescheduled on 11/13/20			<ul style="list-style-type: none"> •Resolution Approving Canvassing of Elections •Resolution Authorizing Issuance of Certificates of Election 				
Board Workshop Mon, Nov 9, 2020 6:15 PM			174				<ul style="list-style-type: none"> •<i>Policy Monitoring Discussion:</i> BMD's: 3.0 & 3.2.3 GP's: 4.5, 4.5.1, 4.5.3 (& Child Policies), 4.5.4, 4.5.6, 4.5.7 & 4.6, 4.6.4.2 & 4.10 •"New Policy Introductions" •Review of Treasurer's Annual Report •Student Enrollment •Discussion: Board Monitoring Process and Communication •Confirm agenda for next Board Workshop

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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			
Brief Business Meeting Friday, Nov 13, 2020 Time: TBD Rescheduled (from 11/9/20)			<ul style="list-style-type: none"> Resolution Approving Canvassing of Elections Resolution Authorizing Issuance of Certificates of Election 				•
School Board Listening Session Monday ASC/Riley Creek Meeting Room, 5:00 – 5:45 p.m.							
Board Meeting Mon, Nov 23, 2020 6:00 PM	<ul style="list-style-type: none"> EL 2.9 Communication and Support to the School Board Vote on Policies Re-monitored 	<ul style="list-style-type: none"> Closed Session: Review of FY 2019-20 Superintendent Annual Review -Minn. Stat. 13D.05, Subd. 3 	<ul style="list-style-type: none"> Resolution Awarding the Sale of Facility Maintenance Bonds Resolution Authorizing Sale of Refunding Bonds <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Monthly Reports 	<ul style="list-style-type: none"> FY 2019-20 Audited Financial Presentation World's Best Workforce Report (WBWR) Fiscal Year Achievement Integration Progress Report 	
Post Meeting Board Workshop Mon, Nov 23, 2020							• School Board Mtg. Self-Assessment
Board Meeting Mon, Dec 14, 2020 6:00 PM	<ul style="list-style-type: none"> EL 2.5 Financial Planning and Budgeting EL 2.0 Global Executive Constraint 		<ul style="list-style-type: none"> Approval of Final FY 2021-22 Levy <hr/> 175	<ul style="list-style-type: none"> Community Linkage Senior Citizen Listening Presentation for Discussion at the 	<ul style="list-style-type: none"> Monthly Reports 	<ul style="list-style-type: none"> Truth in Taxation Hearing <hr/>	

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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"> Record of Board Self-Evaluation 	January 2021 Workshop <ul style="list-style-type: none"> School Board Treasurer's Report 			
Post Meeting Board Workshop Mon, Dec 14, 2020							<ul style="list-style-type: none"> School Board Mtg. Self-Assessment

*****2021***** Annual Organizational Meeting Mon, Jan 4, 2021 6:00 PM			<ul style="list-style-type: none"> 2021 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 School Board Meeting Calendar: Jan 1, 2021 through Jun 30, 2021 Appointment of Intermediate District 287 Representative <hr/> <p style="text-align: right;">176</p>		<ul style="list-style-type: none"> 2021 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 to Sign Contracts Local Education Agency (LEA) Representative 		
--	--	--	---	--	---	--	--

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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			
					- MDE Designation of Identified Official with Authority (IoWA) - Seek Bids		
Board Workshop Mon, Jan 4, 2021 6:15 PM Convene following the Annual Organizational Meeting							<ul style="list-style-type: none"> • 2021 Committees & Outside Organization Discussion • CLC: Senior Center Talking Points, Agenda & Attendance Discussion • Budget: 5-Year Financial Forecast • Finance 101 • Engagement Strategies • Confirm agenda for next Board Workshop
Board Meeting Mon, Jan 25, 2021 6:00 PM		<ul style="list-style-type: none"> • FY 2021-22 Final School Calendar (<i>Draft</i>) • FY 2022-23 Preliminary School Calendar (<i>Draft</i>) • FY 2021-22 Budget Timelines – <i>First Reading</i> • FY 2021-22 Budget Assumptions – <i>First Reading</i> 	<ul style="list-style-type: none"> • FY 2020-21 Mid-Year Budget Approval • Record of Board Self-Evaluation <p style="text-align: center;">177</p>	<ul style="list-style-type: none"> • 2021 School Board Committee & Outside Organization Assignments 	<ul style="list-style-type: none"> • Monthly Reports • FY 2021-22 Bus Purchase 		

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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			
Post Meeting Board Workshop Mon, Jan 25, 2021							<ul style="list-style-type: none"> • School Board Meeting Self-Assessment
Board Workshop Mon, Feb 8, 2021 6:00 PM							<ul style="list-style-type: none"> • Levy's & Schedule • Transportation: Funding & Options • School Wide Enrichment Model (SEM) –1 • Walk through School Board Agenda • Customer Service Training • Confirm agenda for next Board Workshop
Board Meeting Mon, Feb 22, 2021 6:00 PM			<hr/> <ul style="list-style-type: none"> • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Monthly Reports • Approval of FY 2021-22 School Calendar • Approval of Preliminary FY 2022-23 School Calendar 		
Post Meeting Board Workshop Mon, Feb 22, 2021			178				<ul style="list-style-type: none"> • School Board Meeting Self-Assessment
							<ul style="list-style-type: none"> • Communications

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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 8, 2021 6:00 PM							<ul style="list-style-type: none"> • Define Policy under Policy Governance: Ends, EL's, GP's and BMD's • Policy Workshop: Discus Potential Policy Changes • Confirm agenda for next Board Workshop
Board Meeting Mon, Mar 22, 2021 6:00 PM		<ul style="list-style-type: none"> • FY 2021-22 Capital Budget – <i>First Reading</i> • FY 2021-22 Capital Outlay 	<ul style="list-style-type: none"> • Resolution to Release Probationary Teachers • Final FY 2021-22 Budget Assumptions <hr/> <ul style="list-style-type: none"> • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Monthly Reports • Achievement & Integration Budget 		
Post Meeting Board Workshop Mon, Mar 22, 2021							<ul style="list-style-type: none"> • School Board Meeting Self-Assessment
Board Workshop Mon, Apr 12, 2021 6:00 PM			179				<ul style="list-style-type: none"> • Agenda Items: Sample Agenda & Discussion of Agenda Elements • Source of Agenda Items: Board Request for Information; Superintendent Information; Agenda Timeline

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

Board Meeting or Board Workshop Type, Date and Time	Board Work				Supt Consent Agenda Items (Human Resources & Business Services Reports)	Board Education & Required Reporting	Workshop Topic(s)
	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
							<ul style="list-style-type: none"> • FY 2021-2022 Annual Work Plan Calendar Discussion • FY 2021-2022 School Board Meeting Calendar Discussion • FY 2021-2022 School Board Budget Discussion • Mechanics of Monitoring • Confirm agenda for next Board Workshop
Board Meeting Mon, Apr 26, 2021 6:00 PM		<ul style="list-style-type: none"> • FY 2021-22 School Board Work Plan – <i>First Reading</i> • Closed Session: Negotiation Strategy • FY 2021-22 School Board Budget – <i>First Reading</i> 	<ul style="list-style-type: none"> • Approval of • FY 2021-22 Capital Budget • Approval of • FY 2021-22 School Board Meeting Calendar <hr/> <ul style="list-style-type: none"> • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Monthly Reports • ALC Fiscal Agent Agreement with District 287 		
Post Meeting Board Workshop Mon, Apr 26, 2021			180				<ul style="list-style-type: none"> • School Board Meeting Self-Assessment
Board Workshop							<ul style="list-style-type: none"> • Strategic Plan • Community Ed

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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			
Mon, May 10, 2021 6:00 PM							<ul style="list-style-type: none"> •Y-T-D Update and Plan Update •Confirm agenda for next Board Workshop
Board Meeting Mon, May 24, 2021 6:00 PM		<ul style="list-style-type: none"> • FY 2021-22 Budget – <i>First Reading</i> 	<ul style="list-style-type: none"> •Approval of FY 2021-22 School Board Work Plan •Approval of FY 2021-22 School Board Budget <hr/> <ul style="list-style-type: none"> •Record of Board Self-Evaluation 		<ul style="list-style-type: none"> •Monthly Reports •MSHSL Resolution for Membership •Approval of FY 2021-22 School Meal Prices 		
Post Meeting Board Workshop Mon, May 24, 2021							<ul style="list-style-type: none"> •School Board Meeting Self-Assessment
Board Workshop Mon, June 14, 2021 6:00 PM							<ul style="list-style-type: none"> •General Fund Budget Q&A •Confirm agenda for next Board Workshop
Board Meeting Mon, June 28, 2021 6:00 PM	<ul style="list-style-type: none"> •Ends 1.1, 1.2, 1.3 OI 		<ul style="list-style-type: none"> •Approval of FY 2021-22 Adopted Budget •ISD 287 10-Year Facilities Maintenance Resolution 181 <hr/>		<ul style="list-style-type: none"> •Monthly Reports •EPS 10-Year Facilities Maintenance Plan •Q-Comp Annual Report •Annual Review of District Mandated Policies 		

EDEN PRAIRIE SCHOOL BOARD
2020-2021 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

September 28, 2020

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		•Approval of Updated District Policies		
Post Meeting Board Workshop Mon, Jun 28, 2021							•School Board Meeting Self-Assessment