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**
   School Board Members - Aaron Casper, Debjyoti "DD" Dwivedy, Beth Fletcher, Kim Ross, Adam Seidel, Veronica Stoltz, Charles "C.J." Strehl

2. **Finance 101**

3. **Walk through School Board Agenda**
   A. "SAMPLE" Agenda
   B. Annual Work Plan Document
   C. Work Plan Change Document
   D. Process/Procedure Document: Add to or Amend an Agenda, Add a Work Plan Item Process

4. **Confirm agenda for next Board Workshop**
Agenda

- **Budget**
  - Process & Factors
- **School District Funds**
- **General Fund Revenues**
  - Major Source – State Aid
  - Special Ed Cross Subsidy
  - Voter Approved Levies
- **General Fund Expenditures**
  - Major Categories of Spending
  - Classroom Teacher Staffing
- **Fund Balance Categories**
  - Reasons for fund balance
- **Budget Unknowns**
- **5-Year Enrollment Projections**
- **5-Year Financial Forecast**
- **Resources**
Budget Process

• Financial Model Software
  • Analyze financial trends, per student spending, resource allocation

• Input Data
  • Prior year audited data
  • Current year budget
  • Assumed outlook of various factors

• Framework for Assumptions
  • Guidance from Citizen Finance Advisory Committee (CFAC)
  • Gauge Local, Regional, Statewide, National Conditions
  • AMSD and MASBO
  • Consult with other School District’s

• Long Range Financial Forecast
Budget Factors

• **Biggest drivers**
  - Revenue – Enrollment, Basic Formula Allowance, Operating Levy
  - Expenditures – Salary/Benefit settlements, class size ratios, fund balance reserves, medical insurance rates, property insurance rates, workers compensation, utility rates

• **Enrollment**
  - Review of demographics
    - Periodic demographic studies, City of Eden Prairie (housing), trends, open enrollment (OE)
  - Enrollment Software
    - Include actual history
    - Scientific mechanism for projecting future trends
# School District Fund Categories

## Operating Funds:
- General
  - Capital
  - Transportation
- Food Service
- Community Service

## Non-Operating Funds:
- Building Construction
  - LTFM
  - Designing Pathways
- Debt Service

## Internal Service Fund:
- Dental Self Insurance
- Medical Self Insurance

## Fiduciary:
- OPEB Trust
GENERAL FUND REVENUES

FISCAL 2021 REVENUE

State General Education Aid
$65,983,756
57.0%

Property Taxes
$26,284,948
22.7%

Other State Sources
$17,399,808
15.0%

Federal Sources
$2,482,704
2.1%

Local
$1,810,100
1.6%

Student Activities
$1,800,000
1.6%
General Education Aid

• Largest source of revenue for the district
• State funds - used for any operating expense
• Formula Allowance times Adjusted Pupil Units
  – FY21 = $62,222,325
• Adjusted Pupil Unit (APU)
  – Total enrollment, Resident & Open Enrollment
    • 1.0 weighting - Grades K-6
    • 1.2 weighting - Grades 7-12
Basic General Education Formula Lags Inflation

General Education Formula Allowance, 2003-2021
Adjusted for Pupil Weight Change and Inflation (CPI)

* Had the allowance increased by the rate of inflation each year since 2003, the 2021 allowance per ADM would be $7,070.

* The difference between the FY 21 formula allowance per ADM and the inflation-adjusted formula allowance is $503 or 7.7%.

Source: Minnesota Department of Education, June, 2020
Special Education Cross Subsidy

- **Definition** – The difference between School district expenditures ($20.2 Million) for special education programs and corresponding revenue
  - Revenue includes State, Federal, 3rd Party Billing, and General Education that reasonably follows the student
    - $12.6 million

- **Current Cross Subsidy for EPS**:  
  - $7.6 Million  
  - Paid for by the general fund
Voter Approved Levies

• Operating Referendum
  – Passed in Nov. 2014
  – Expires June 30, 2025
  – Approx. $22 million per year

• Capital Projects Levy (Technology)
  – Passed in Nov. 2013
  – Expires June 30, 2025
  – Approx. $7.3 million per year
Expenditure Categories - % Spent

• FY21 Budget - $116,600,102
  – 56.5% Instruction & Instructional Support
  • Cross Subsidy $7.6 million
  – 18.6% Special Education
  – 7.9% Operations & Maintenance
  – 4.1% District Support
  – 3.2% Administration
  – 6.1% Transportation
  – 3.6% Student Activities & Athletics
# Classroom Teacher Staffing

<table>
<thead>
<tr>
<th>Grade</th>
<th>Target</th>
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</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>20.0</td>
</tr>
<tr>
<td>Grade 1</td>
<td>20.0</td>
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<tr>
<td>Grade 2</td>
<td>24.0</td>
</tr>
<tr>
<td>Grade 3</td>
<td>25.0</td>
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<tr>
<td>Grade 4</td>
<td>27.0</td>
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<tr>
<td>Grade 5</td>
<td>30.0</td>
</tr>
<tr>
<td>Grade 6</td>
<td>30.0</td>
</tr>
<tr>
<td>Grades 7 &amp; 8</td>
<td>31.0</td>
</tr>
<tr>
<td>Grades 9-12</td>
<td>31.5</td>
</tr>
</tbody>
</table>

*Classroom teacher staffing* according to estimated enrollment and class size targets* across district and by grade

*Class sizes may vary depending upon specific enrollment*
Fund Balance Categories

- **Non-spendable** – not in spendable form or legal requirement
  - Prepaid items, Inventories
- **Committed** – used for specific purpose by formal board action
- **Restricted** – legally enforceable constraints
  - Operating capital, health & safety, basic skills, staff development
- **Assigned** – district’s intent for specific purpose
  - Capital, site carryover, third party billing
- **Unassigned** – for all other purposes not described by other categories
  - Used to calculate Statutory Operating Debt (SOD)
  - Used to calculate compliance with board policy
  - The fund balance mostly widely referred to by individuals
Why Have a Fund Balance?

• Necessary for unknown situations
  – Irregular payments of state and local revenues
  – State aid proration, metering of payments, tax shift, state shut down
  – Mandated but not funded programs
  – Higher utility costs
  – Greater than expected inflation
  – Changes in enrollment and state funding
  – Pandemics!

• Sound fiscal management has a long term positive impact on the success of students

• Validates fiscal credibility with various reporting constituencies, including establishing a good credit rating

• Minimum of 8% per School Board Policy
Budget Unknowns

• State Funding
• Federal Funding
• Pandemics
• Teacher Retirements
• Housing Changes within the City
• EP Online
• EPS Pathways
# Enrollment Projections

<table>
<thead>
<tr>
<th></th>
<th>2021-22</th>
<th>2022-23</th>
<th>2023-24</th>
<th>2024-25</th>
<th>2025-26</th>
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</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>610</td>
<td>610</td>
<td>610</td>
<td>610</td>
<td>610</td>
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<tr>
<td>Grades 1-5</td>
<td>3,663</td>
<td>3,624</td>
<td>3,611</td>
<td>3,572</td>
<td>3,559</td>
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<tr>
<td>Grades 6-8</td>
<td>1,917</td>
<td>1,910</td>
<td>1,873</td>
<td>1,843</td>
<td>1,833</td>
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<tr>
<td>Grades 9-12</td>
<td>2,864</td>
<td>2,840</td>
<td>2,789</td>
<td>2,817</td>
<td>2,772</td>
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<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>8,444</strong></td>
<td><strong>8,374</strong></td>
<td><strong>8,273</strong></td>
<td><strong>8,232</strong></td>
<td><strong>8,164</strong></td>
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<tr>
<td>EP Online*</td>
<td>320</td>
<td>497</td>
<td>773</td>
<td>1,275</td>
<td>1,275</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>8,764</strong></td>
<td><strong>8,871</strong></td>
<td><strong>9,046</strong></td>
<td><strong>9,507</strong></td>
<td><strong>9,439</strong></td>
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</tbody>
</table>

*EP Online only represents estimated open enrollment*
# 5-Year Financial Forecast

<table>
<thead>
<tr>
<th>Referendum</th>
<th>Year 6</th>
<th>Year 7</th>
<th>Year 8</th>
<th>Year 9</th>
<th>Year 10</th>
<th>Year 11</th>
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<tr>
<td>Fiscal Year</td>
<td>2020-21</td>
<td>2021-22</td>
<td>2022-23</td>
<td>2023-24</td>
<td>2024-25</td>
<td>2025-26</td>
</tr>
<tr>
<td>Unassigned Fund Balance $</td>
<td>$16,914,141</td>
<td>$14,211,240</td>
<td>$10,525,882</td>
<td>$6,280,130</td>
<td>$2,162,424</td>
<td>-$18,383,475</td>
</tr>
<tr>
<td>Fund Balance %</td>
<td>14.8%</td>
<td>12.3%</td>
<td>9.0%</td>
<td>5.3%</td>
<td>1.8%</td>
<td>-15.2%</td>
</tr>
</tbody>
</table>
Resources

• District Website - Finance Department
• MN School Finance History 1849-2019
• MN School Finance-Guide for Legislators
• Minnesota Department of Education Website
THANK YOU
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)
   School Board Members:
   Aaron Casper, Debiyoti "DD" Dwivedy, Beth Fletcher, Kim Ross, Adam Seidel, Veronica Stoltz, Charles "C.J." Strehl

2. Pledge of Allegiance: 6:02 PM
3. Agenda Review and Approval: 6:03 PM  (Action)
   Approval of the agenda for the Monday, XX/XX/XX 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 Regular Business Meetings for XX/XX/XX.  
   MOTION _______ Seconded _______

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

6. Announcements: 6:10 PM  (Information)
   A. "Eagle Excellence" by Superintendent Josh Swanson
   B. Superintendent Annual Review Statement

7. Spotlight on Success: 6:15 PM  (Information)
   A. Example: Oak Point Elementary - Sharing observations about new Collaborative Literacy Writing Curriculum

   A. Decision Preparation
      1) Fiscal Year 2021-22 Budget Assumptions - First Reading
      2) School Board Year-end Treasurer's Report
      3) New Policy Introduction for GP 4.5 - School Board Electronic Devices (1st Reading)
      4) Closed Session: Negotiation Strategy (MN Statue 13D.03, Subd.1) - The governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25.  
         MOTION by _____, Seconded by _____ to move into Closed Session at ____PM.
         MOTION by _____, Seconded by _____ to move out of Closed Session and resume the Regular Business Meeting at ____PM

   B. Required Board Action  (Action)
      1) Eden Prairie High School "Naming of Space Request"
         MOTION _______ Seconded _______

      2) Resoluting Awarding the Sale of the General Obligation Facilities Maintenance and Refunding Bonds, Series 2020A (Roll Call)
         a. Executive Summary
b. Resolution

c. Sale Day Report (Day of Board Meeting) - Roll Call
   Aaron Casper  Yes ___ No ___  Adam Seidel  Yes ___ No ___
   Beth Fletcher  Yes ___ No ___  Veronica Stoltz  Yes ___ No ___
   Debjyoti Dwivedy Yes ___ No ___  Charles Strehl  Yes ___ No ___
   Kim Ross  Yes ___ No ___

C. Policy Monitoring  (Action)
   1) Ends  (Action)
      a. Ends Policy 1.2 - Each student has the 21st Century skills needed to succeed in the global economy.
      Evidence MOTION _____ Seconded _____
   2) Executive Limitations  (Action)
      a. EL 2.1 Emergency Superintendent Succession
      OI MOTION _____ Seconded _____
      Evidence MOTION _____ Seconded _____
   3) All Board Management Delegations Policies (BMD's)  (Action)
      a. BMD 3.0 - Single Point of Contact
      MOTION _____ Seconded _____ Board behavior is/is not compliant
   4) Governance Process Policies  (Action)
      a. GP 4.5 School Board Members Code of Conduct
      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
   2) 2020-21 Record of Board Policy Monitoring - Ends & Executive Limitations (EL's)

9. 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 _______ to approve the Consent Agenda as presented.

A. Monthly Reports
   1) Resolution of Acceptance of Donations
   2) Human Resources Report
   3) Business Services Reports
      a. Board Business

B. EPS 10-Year Facilities Maintenance Plan

C. Metro South Consortium Agreement

D. Approval of Updated District Policies - See Appendix "A" (Individual Listing of Policies)

E. Accept Bids: Central Middle School (SMS) - Executive Summary

F. Approval of Agreements: Confidential, AST and EPSS

G. MSHSL (Minnesota State High School League) Resolution for Membership

10. Board Education & Required Reporting: 7:10 PM  (Information)

   A. Central Middle School (CMS) Schedule
   B. Assessment 101 Overview
   C. Fiscal Year 2019-20 Audited Financial Presentation Information
11. 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 2021-22 Preliminary Enrollment Report
   B. EP Online
   C. Start Times
   D. Strategic Core Planning Update

12. Board Action on Committee Reports & Minutes: 7:50 PM (Action)
A. Board Development Committee
B. Community Linkage Committee
C. Negotiations Committee
D. Policy Committee

13. Other Board Updates (AMSD, ECSU, ISD 287, MSHSL): 8:10 PM (Information)
A. AMSD (Association of Metropolitan Schools) - Veronica Stoltz, Aaron Casper and Kim Ross
B. ECSU (Metropolitan Educational Cooperative Service Unit - Veronica Stoltz
C. ISD 287 (Intermediate School District 287) - Adam Seidel
D. MSHSL (Minnesota State High School League) - Veronica Stoltz

   A. Work Plan Changes Document (Action)
      MOTION _____ Seconded _____
   B. School Board Annual Work Plan FY 2020-21

15. Adjournment at _____ PM
## EDEN PRAIRIE SCHOOL BOARD
### 2020-2021 ANNUAL WORK PLAN

<table>
<thead>
<tr>
<th>Board Meeting or Board Workshop Type, Date and Time</th>
<th>Board Work</th>
<th>Supt Consent Agenda Items (Human Resources &amp; Business Services Reports)</th>
<th>Board Education &amp; Required Reporting</th>
<th>Workshop Topic(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>February 22, 2021</strong></td>
<td>Policy Monitoring Ends, EL, BMD &amp; GP Monitoring</td>
<td>Decision Preparation</td>
<td>Required Board Action</td>
<td>Board Action on Committee Reports &amp; Minutes</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>● Community Linkage Meeting Minutes</td>
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<td></td>
<td>● Board Development Committee Minutes</td>
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<tr>
<td><strong>2020</strong>*****</td>
<td><strong>2020</strong>*****</td>
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<td></td>
<td>● Monthly Reports</td>
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<td></td>
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<td>● Student Handbooks:</td>
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<td>- High School</td>
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<td>- Middle School</td>
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<td>- Elementary Schools</td>
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<td></td>
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<td>(Summary Detail Included)</td>
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</tbody>
</table>

**Brief Business Meeting**  
*Wed, Jul 8, 2020 7:30 AM*  
- Community Linkage Meeting Minutes  
- Board Development Committee Minutes  

**Board Meeting**  
*Mon, Jul 27, 2020 7:30 AM*  
- August Meeting Discussion  
- Resolution to “Call the General Election”  
- Schedule Candidate Information Sessions  

**School Board “New Candidate” Information Session**  
*Monday (to be scheduled)*  
*ASC/EDC, 6:30 – 8:30 p.m.*

**Regular Business Meeting**  
*Mon, Aug 10, 2020 6:00 PM*  
**Brief Business Meeting**  
*Thurs, Aug 13, 2020 6:00 PM*  
- CANCELLED  

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## EDEN PRAIRIE SCHOOL BOARD

### 2020-2021 ANNUAL WORK PLAN

#### Board Meetings

<table>
<thead>
<tr>
<th>Board Meeting Type, Date and Time</th>
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<th>Board Education &amp; Required Reporting</th>
<th>Workshop Topic(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Post Meeting Board Workshop</strong></td>
<td><strong>Cancelled</strong></td>
<td></td>
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<tr>
<td>Mon, Aug 24, 2020 6:00 PM</td>
<td>• EL 2.1 Emergency Supt. Succession</td>
<td></td>
<td>• 2020-21 School Site Visits</td>
<td></td>
<td>• Monthly Reports</td>
<td></td>
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<tr>
<td></td>
<td>• EL 2.2 Treatment of Students</td>
<td></td>
<td>• EP Online</td>
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<tr>
<td></td>
<td>• EL 2.7 Asset Protection</td>
<td></td>
<td>• Record of Board Self-Evaluation</td>
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<tr>
<td><strong>Brief Business Meeting</strong></td>
<td><strong>Cancelled</strong></td>
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<td><strong>Contract Agreements</strong></td>
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<tr>
<td>Mon, Sep 14, 2020 6:00 PM</td>
<td>• 2019-20 Budget Update</td>
<td></td>
<td></td>
<td>• 2019-20 Budget Update</td>
<td>• School Board Mtg. Self-Assessment</td>
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<tr>
<td></td>
<td>• Update on School Openings</td>
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<td>• Update on School Openings</td>
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<tr>
<td></td>
<td>• Morris Leatherman Survey</td>
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<td>• Morris Leatherman Survey</td>
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<tr>
<td></td>
<td>• ADMIN Proposals for FY 2020-21</td>
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<td></td>
<td>• ADMIN Proposals for FY 2020-21</td>
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<tr>
<td></td>
<td>Board Workshop</td>
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<td>Board Workshop</td>
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<tr>
<td>Mon, Sep 14, 2020 6:00 PM</td>
<td>• NEW Policy Development Discussion (Ends &amp; EL Policies)</td>
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<td>• NEW Policy Development Discussion (Ends &amp; EL Policies)</td>
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**February 22, 2021**

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## Board Work

<table>
<thead>
<tr>
<th>Policy Monitoring Ends, EL, BMD &amp; GP Monitoring</th>
<th>Decision Preparation</th>
<th>Required Board Action</th>
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<th>Workshop Topic(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• EL 2.3 Treatment of Parents</td>
<td>• School Site Visits</td>
<td>• Approval of Preliminary FY 2021-22 Levy</td>
<td></td>
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</tr>
<tr>
<td>• EL 2.6 Financial Management &amp; Operations</td>
<td>• New Policy Introduction for GP 4.5 – School Board Electronic Devices (1st Reading)</td>
<td>- Tax Levy Comparison - Tax Levy Presentation Pay 21</td>
<td></td>
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<tr>
<td>• All BMD Policies:</td>
<td></td>
<td>• Resolution Authorizing the Sale of Facility Maintenance Bonds</td>
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<tr>
<td>• BMD 3.0 Single Point of Connection</td>
<td></td>
<td>• Resolution Authorizing Sale of Refunding Bonds</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>• BMD 3.1 Unity of Control</td>
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<td>• Reassessment Update – Safe Schools Plan</td>
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<td></td>
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<tr>
<td>• BMD 3.2 Delegation to the Superintendent</td>
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<td>• Record of Board Self-Evaluation</td>
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<tr>
<td>• BMD 3.3 Superintendent Accountability &amp; Performance</td>
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<tr>
<td>• GP 4.4 Officer Roles</td>
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<tr>
<td>• GP 4.5 School Board Members Code of Conduct</td>
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</tbody>
</table>
## Board Meetings

### February 22, 2021

<table>
<thead>
<tr>
<th>Board Meeting or Board Workshop Type, Date and Time</th>
<th>Policy Monitoring Ends, EL, BMD &amp; GP Monitoring</th>
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<th>Workshop Topic(s)</th>
</tr>
</thead>
</table>
| Post Meeting Board Workshop Mon, Sep 28, 2020       | •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 | | | | | | •School Board Mtg. Self-Assessment |
| Board Workshop Mon, Oct 12, 2020 6:00 PM            | | | | | | | •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  
•Time Frame: Joint Workshop between School Board Members & |
<table>
<thead>
<tr>
<th>Board Meeting or Board Workshop Type, Date and Time</th>
<th>Board Work</th>
<th>Supt Consent Agenda Items (Human Resources &amp; Business Services Reports)</th>
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<th>Workshop Topic(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board Meeting - Mon, Oct 26, 2020 6:00 PM</td>
<td>Re-Assessment: COVID-19 Re-monitor</td>
<td>• Monthly Reports &lt;br&gt; • FY 2020-21 Bus Purchase (Moved from 01/25/21)</td>
<td>Superintendent Incidental: &lt;br&gt; • Enrollment Report as of Oct. 1, 2020 &lt;br&gt; - Exec. Summary &lt;br&gt; - Capture Rate &lt;br&gt; - History &amp; Projection Totals &lt;br&gt; - Official October 1 Enrollment Count &lt;br&gt; - World’s Best Workforce Report &lt;br&gt; • FY 2019-2020 Achievement Integration Summary Report</td>
<td>ADMIN to discuss Enrollment &lt;br&gt; • School Start Times &lt;br&gt; • Site Visit Discussion - ADMIN &lt;br&gt; • Confirm agenda for next Board Workshop</td>
</tr>
<tr>
<td></td>
<td>• Future Board Workshop Topics &lt;br&gt; • Resolution Awarding the Sale of Facility Maintenance Bonds (Moved from 11/23/20) &lt;br&gt; • Resolution Authorizing Sale of Refunding Bonds Purchase (Moved from 11/23/20)</td>
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<td></td>
<td>• Ends 1.1, 1.2, 1.3 Evidence (FY 2018-19) &lt;br&gt; • EL 2.4 Treatment of Staff &lt;br&gt; • EL 2.8 Compensation and Benefits &lt;br&gt; • GP 4.0 Global Governance Commitment &lt;br&gt; • GP 4.1 Governing Style &lt;br&gt; • GP 4.2 School Board Job Products &lt;br&gt; • GP 4.3 Annual Work Plan &lt;br&gt; • GP 4.9 Governance Investment &lt;br&gt; • 2nd Reading – New Policy for GP 4.5 (GP 4.5.6.1) – School Board Electronic Devices &lt;br&gt; • Policy GP 4.4.1.4</td>
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</table>
## Board Meetings

- **February 22, 2021**

<table>
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<tr>
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<td>School Board Mtg. Self-Assessment</td>
</tr>
<tr>
<td>Brief Business Meeting Mon, Nov 9, 2020 6:00 PM</td>
<td></td>
<td></td>
<td></td>
<td>Resolution Approving Canvassing of Elections</td>
<td></td>
<td></td>
<td>Policy Monitoring Discussion: BMD’s: 3.0 &amp; 3.2.3 GP’s: 4.5, 4.5.1, 4.5.3 (&amp; Child Policies), 4.5.4, 4.5.6, 4.5.7 &amp; 4.6, 4.6.4.2 &amp; 4.10</td>
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<tr>
<td>Rescheduled on Nov 13, 2020</td>
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<td>Resolution Authorizing Issuance of Certificates of Election</td>
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<td>“New Policy Introductions”</td>
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<tr>
<td>Board Workshop Mon, Nov 9, 2020 6:15 PM 6:00 PM</td>
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<td>Review of Treasurer’s Annual Report</td>
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<td>Student Enrollment</td>
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<td>Discussion: Board Monitoring Process and Communication</td>
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# EDEN PRAIRIE SCHOOL BOARD
## 2020-2021 ANNUAL WORK PLAN

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<tr>
<td>Friday, Nov 13, 2020 2:00PM</td>
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<td>Zoom Conferencing</td>
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School Board Meeting – February 22, 2021

2020-2021 Annual Work Plan | Page 7 of 16
## 2020-2021 ANNUAL WORK PLAN

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</table>
| **Board Meeting** Mon, Dec 14, 2020 6:00 PM        | • EL 2.5 Financial Planning and Budgeting     | • Re-Assessment: COVID-19 Re-monitor               | • Statement from Board Director Veronica Stoltz  
  • 2021 Resolution for Combined Polling Places for General Elections  
  • FY 2021-22 Levy  
  • School Board Treasurer’s Report  
  • Record of Board Self-Evaluation | • Board Site Visit Debrief  
  • Community Linkage Senior Citizen Listening Presentation for Discussion at the January 2021 Workshop | • Monthly Reports  
  • Seek Bids | • Truth in Taxation Hearing  
  • Designing Pathway’s Update | |
<p>| <strong>Post Meeting Board Workshop</strong> Mon, Dec 14, 2020   |                                               |                     |                      |                                            |                                                               |                                  | • School Board Mtg. Self-Assessment |</p>
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### February 22, 2021

- **2021 Annual Organizational Mtg.**
  - Election of Officers
  - School Board Compensation
  - School Board Calendar

- **2022 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**

- **2021 Annual School District Organizational Items:**
  - 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
  - MDE Designation of Identified Official with Authority (IoWA)

- **Seek Bids**

- **2021 Committees & Outside Organization Discussion**
  - CLC Senior Center Talking Points, Agenda &
<table>
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</tr>
<tr>
<td><strong>Board Meeting</strong>&lt;br&gt;Mon, Jan 25, 2021&lt;br&gt;6:00 PM</td>
<td>FY 2021-22 Final School Calendar (Draft)</td>
<td>FY 2020-21 Mid-Year Budget Approval</td>
<td>FY 2021-22 Budget Timelines – First Reading</td>
<td>FY 2021-22 Budget Assumptions – First Reading</td>
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<tr>
<td></td>
<td>FY 2022-23 Preliminary School Calendar (Draft)</td>
<td>• Record of Board Self-Evaluation</td>
<td>FY 2021-22 Budget Approval</td>
<td>• 2021 School Board Committee &amp; Outside Organization Assignments</td>
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<td>FY 2021-22 Budget Timelines – First Reading</td>
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## EDEN PRAIRIE SCHOOL BOARD
### 2020-2021 ANNUAL WORK PLAN

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<tr>
<td>Board Workshop Mon, Feb 8, 2021 6:00 PM</td>
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<tr>
<td>Board Meeting Mon, Feb 22, 2021 6:00 PM</td>
<td></td>
<td>• Record of Board Self-Evaluation</td>
<td>• Monthly Reports • Approval of FY 2021-22 School Calendar • Approval of Preliminary FY 2022-23 School Calendar</td>
<td>• Ends 1.1.2</td>
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<tr>
<td>Post Meeting Board Workshop Mon, Feb 22, 2021</td>
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<td>• School Board Meeting Self-Assessment</td>
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<tr>
<td>Board Workshop Mon, Mar 8, 2021 6:00 PM</td>
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<td></td>
<td>• Communications • Define Policy under Policy Governance: Ends, EL’s, GP’s and BMD’s</td>
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</table>

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## Board Meetings

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<tbody>
<tr>
<td>Board Meeting Mon, Mar 22, 2021 6:00 PM</td>
<td>• Re-monitor GP 4.5 for FY 2020-21</td>
<td>• FY 2021-22 Capital Budget – First Reading</td>
<td>• Resolution to Release Probationary Teachers</td>
<td>• Final FY 2021-22 Budget Assumptions</td>
<td>• Monthly Reports</td>
<td>• Designing Pathways Update</td>
<td>Policy Workshop: Discuss Potential Policy Changes</td>
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<tr>
<td>Post Meeting Board Workshop Mon, Mar 22, 2021</td>
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<td>School Board Meeting Self-Assessment</td>
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<tr>
<td>Board Workshop Mon, Apr 12, 2021 6:00 PM</td>
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<td>Agenda Items: Sample Agenda &amp; Discussion of Agenda Elements</td>
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</tbody>
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School Board Meeting – February 22, 2021

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<tr>
<td>Board Meeting Mon, Apr 26, 2021 6:00 PM</td>
<td>• FY 2021-22 School Board Work Plan – First Reading</td>
<td>• Approval of FY 2021-22 Capital Budget</td>
<td>• Monthly Reports</td>
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<tr>
<td></td>
<td>• FY 2021-22 School Board Budget – First Reading</td>
<td>• Approval of FY 2021-22 School Board Meeting Calendar</td>
<td>• ALC Fiscal Agent Agreement with District 287</td>
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<td></td>
<td>• Closed Session: Negotiation Strategy (MN Statue 13D.03, Subd.1)</td>
<td>• Record of Board Self-Evaluation</td>
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<td>• FY 2021-22 School Board Meeting Calendar</td>
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Discussion/Review all items in Placeholder area on “Work Plan Changes Document”

FY 2021-2022 School Board Meeting Calendar Discussion

FY 2021-2022 School Board Budget Discussion

Mechanics of Monitoring

Choice for Each: School Wide Enrichment Model (SEM)

Confirm agenda for next Board Workshop
# Board Meetings

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
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<tbody>
<tr>
<td>February 22, 2021</td>
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<td>Post Meeting Board Workshop</td>
<td>Mon, Apr 26, 2021</td>
<td>• FY 2022-2023 Preliminary School Calendar – First Reading</td>
<td></td>
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<td>• School Board Meeting Self-Assessment</td>
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</tbody>
</table>
| Board Workshop | Mon, May 10, 2021 6:00 PM | | | | • Strategic Plan  
• Community Ed  
• Y-T-D Update and Plan Update  
• Confirm agenda for next Board Workshop |
| Board Meeting | Mon, May 24, 2021 6:00 PM | • FY 2021-22 Budget – First Reading  
• Approval of FY 2021-22 School Board Work Plan  
• Approval of FY 2021-22 School Board Budget  
• FY 2022-23 Preliminary School Calendar  
• Record of Board Self-Evaluation | | | • Monthly Reports  
• MSHSL Resolution for Membership  
• Approval of FY 2021-22 School Meal Prices |
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</thead>
</table>
| Board Meeting Mon, June 28, 2021 6:00 PM          | **Ends 1.1, 1.2, 1.3 OI** | •Approval of FY 2021-22 Adopted Budget  
•ISD 287 10-Year Facilities Maintenance Resolution  
•Record of Board Self-Evaluation | •Monthly Reports  
•EPS 10-Year Facilities Maintenance Plan  
•Q-Comp Annual Report  
•Annual Review of District Mandated Policies  
•Approval of Updated District Policies |  |
| Post Meeting Board Workshop Mon, May 24, 2021     |            |                                                                     |                                    | School Board Meeting Self-Assessment |
| Board Workshop Mon, June 14, 2021 6:00 PM         |            |                                                                     |                                    | General Fund Budget Q&A  
*Ends 1.1, 1.2, 1.3 OI*  
•Confirm agenda for next Board Workshop |  |
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## Eden Prairie School Board
### 2020–21 WORK PLAN CHANGES
#### “Proposed” Changes for the February 22, 2021 Meeting

<table>
<thead>
<tr>
<th>Date of Meeting/Workshop</th>
<th>Changes Requested</th>
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<tbody>
<tr>
<td>Monday, February 8, 2021 – <strong>Workshop</strong></td>
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<tr>
<td>Monday, February 22, 2021</td>
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<td>Monday, March 8, 2021 – <strong>Workshop</strong></td>
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<td>Monday, April 12, 2021 – <strong>Workshop</strong></td>
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### Placeholder – General Board Work
- Cultural Proficiency Continuum
- Board Development Training
- School Board Listening Session Discussion
- Further Discussion on Audio Recording of School Board Workshops – sent to Community Linkage for further research

### Placeholder – Policy Review
- *Policy GP 4.9.1.1 to be sent to the Policy Committee to create language requested*
- A review of all Board Policies as it relates to race inclusion for all students in all ethnic groups
Prior to an upcoming Board Business Meeting or Workshop, the Board Chair, Vice Chair and Superintendent draft an agenda during an agenda setting meeting, noting changes from the Board approved Board Work Plan. At the Board meeting, the agenda must be approved by the Board; it may also be amended prior to or after the agenda is approved. A Board Director may notify their fellow Directors ahead of time that they intend to propose an agenda amendment.

**Add Committee updates and requests for Board action**
Board Committees are responsible to report progress on tasks they are asked to do by the Board to help the Board do its work.

1. **Add Committee meeting minutes to Board meeting agenda**
   a. At least one day prior to the agenda setting meeting for an upcoming Board Business Meeting or Workshop, the committee Chair sends meeting minutes to the Board Chair and Executive Assistant. These minutes are added to the agenda.
   b. If the agenda setting meeting has already taken place, the committee Chair follows the procedure for “Amend an Agenda.”

2. **Request for Board Action, recommendation or feedback (5-minute discussion)**
   a. If the issue is resolved, no further action is needed
   b. If the issue is not resolved, it may be added to the Board Work Plan slate or sent back to the committee for refinement

**Amend an Agenda**
A motion is made by a Board Director to amend the agenda. The Director states the item to be amended, justification for amending, and where on the agenda it would be added/moved to/removed from.

1. If there is no second to the motion to amend the agenda, the motion dies.
2. If there is a second to the motion, the Board may discuss and then votes
   a. The Board may vote to oppose the amendment, and the item may be added to the Board Work Plan instead.
   b. The Board may vote to accept the proposed amendment by majority vote if draft agenda, by 2/3 vote if approved agenda. The item is then slated into an appropriate section of the agenda.

**Add an Item to the Board Work Plan**
Any Board Director may request that one or more items be amended/added to/moved to/removed from the Board Work Plan. If a majority of the Board agrees, the action is taken.

Following all amendments, the Clerk or Chair restates the slate for clarity, and the Board votes to approve or reject the amended Board Work Plan.

Eden Prairie School Board Add to or Amend an Agenda, Add a Work Plan Item
Adopted: 02/25/14
Reference Policy: Governance Process 4.2 School Board Job Products
Revised: 01/28/19