



**School Board Special Meeting
Monday, September 14, 4:30 PM
Virtual and In-Person at
ECC 306, 5701 Normandale Road, Edina**

- I. **Determination of Quorum and Call to Order**
- II. **Approval of Agenda**
- III. **Closed Session #1 (4:30 PM)**
 - A. Early Childhood Family Education Contract Concerns
Description: The Board will move into a closed session under Minnesota Statutes §13D.05, sub 3(b) to discuss matters under the attorney client privilege related to a contract grievance.
Presenter(s): Valerie Burke, Director of Community Education Services; Nicole Tuescher, Director of Human Resources and Administrative Services
- IV. **Closed Session #2 (5:00 PM)**
 - A. Contracts' Negotiations Parameters
Description: The Board will move into a closed session under Minn. Stat. §13D.03, for purposes of labor negotiation strategies.
Presenter(s): Nicole Tuescher, Director of Human Resources and Administrative Services; John Toop, Director of Business Services.
- V. **Discussion (5:30 PM)**
 - A. Early Learning Center Update (5:30 PM)
Description: Updated information on programs for youth and families at the Early Learning Center
Presenter(s): Valerie Burke, Director of Community Education Services
 - B. 2020-21 School Year Financing (6:00 PM)
Description: District leadership has worked to identify current one-time and ongoing costs for the 2020-2021 school year. This report provides a summary of these costs and how different revenue sources, including federal (CARES), State and district sources will be used to pay for these costs.
Presenter(s): John Toop, Director of Business Services; John W Schultz, Superintendent
 - C. Superintendent Goals (6:15 PM)
Description: The School Board and Superintendent developed the attached goals for the 2020-2021 school year. These goals have been reviewed multiple times.
Presenter(s): John W. Schultz, Superintendent; Erica Allenburg, Board Chair
 - D. Board Goals (6:15 PM, in conjunction with Superintendent Goals)
Description: The School Board and Superintendent developed the attached goals for the 2020-2021 school year. These goals have been reviewed multiple times.
Presenter(s): John W. Schultz, Superintendent; Erica Allenburg, Board Chair
- VI. **Leadership Updates**



Board Meeting Date: 9/14/2020

TITLE: Early Learning Center Update

TYPE: Report

PRESENTER(S): Valerie Burke; Community Education Director

BACKGROUND: Updated information on programs for youth and families at the Early Learning Center

RECOMMENDATION: Accept

PRIMARY ISSUE(S) TO CONSIDER: Information and updates

ATTACHMENTS:

1. Report (next page)



Edina Community Education Early Learning Center Report 9/14/20

As planned, the Edina Early Learning Center is opening its doors on September 14th by welcoming our three and four-year old preschool, pre-K and all-day K students. We are offering sections in collaboration and partnership with our Early Childhood Special Education colleagues and look forward to serving approximately 130 students to begin. Students will be served in a 10-person cohort model.

Our top priority is the safety and the well-being of our students and staff during the COVID-19 pandemic. Edina Public Schools has outlined the [Safe Learning Spaces](#) plan on the [2020-21 Family Dashboard](#). Our programming decisions follow Edina Public Schools protocols, and also meet guidelines from the Centers for Disease Control and Prevention (CDC), MN Department of Health (MDH), and MN Department of Education (MDE).

As a result of these guidelines, we determined to phase in our Early Childhood Family Education (ECFE)* classes, which invite both the student and a parent/guardian into our spaces. I reported this to you at the August 27th work session and our plan was to begin these programs in early October.

Our decision to delay the start of this key component of our program was based on health and safety, registration numbers, and an abundance of caution to minimize additional adults in our spaces. All through our decision-making process we were in communication with both our staff and with our families. Letters went out to staff in late June about our concerns about registrations for our programs, and in early August after receiving guidance on fall early learning delivery from MDE and the Governor. That evolving guidance continues to come, with the latest iteration issued on September 2nd.

Newsletters and surveys on class options and learning models went out to our families in both July and August as well. The survey data overwhelmingly informed us that our families not only wanted preschool and ECFE class options, but they wanted them delivered in person. We sent out approximately 250 surveys and received over 100 back. Of those 100 respondents, over 55% opted for in-person delivery, 27% favored a hybrid learning model, and 18% chose distance learning.

Our staff also conducted small focus groups with families and was in communication with Early Learning Center PTO leadership. In addition, we have been in regular planning with our K-12 colleagues and with our Health Coordinator. All of this informed our choice to open with student-only classes first, and then phase in our ECFE and parent-only offerings as space, health and safety considerations evolved.

I'm delighted to inform you that after consultation this week with school nurse Anna Sunday and assurance from our Buildings and Grounds Director that after a summer of construction, all of our spaces were ready to go, we opened up registration for our ECFE classes on September 8th and we will begin these programs on September 21st. The response to these class offerings has been overwhelming and we currently have waitlists for both our Tender Tots and Toddlin' Tikes offerings.

We began working with one of our Parent Educators this week to draft parent education class options. These classes provide opportunities for families to learn parenting skills from a licensed Parent Educator and to grow in friendship with other families in our community. Planning started with a survey on potential class offerings that went out on September 4th. Our plan is to deliver classes in both distance learning and hybrid formats. Registration begins on September 21st with an October 19th class start.

Our survey also asked families about class offerings for our 2- and 3-year-old students. These lively folks are developmentally built to be independent, and creating the safest classes for them continues to be a work in progress that we are committed to. With information from our survey and input from our teachers, we are planning to begin our "Taste of Preschool" classes the week of October 19th as well.

We will continue to evaluate, survey, listen and learn as we add to our class offerings for our earliest learners. Thank you for your interest and patience, and please continue to look at the [earlylearningcenter](#) website for updates.

***Information about Early Childhood Family Education (ECFE):** ECFE is a program for all Minnesota families with children between the ages of birth through kindergarten entrance. The program is unique to Minnesota, supported by the legislature ([Statute 124D.13 EARLY CHILDHOOD FAMILY EDUCATION \(ECFE\) PROGRAM](#)), and offered only through public school district community education programs like ours. ECFE acknowledges that families are a child's first and most important teachers. Therefore, ECFE programs focus on giving parents and caregivers support and community to help create stronger families, stronger communities and engaged, lifelong learners of all ages.

ECFE offers:

- Support for your role as a parent
- Current, research-based information on child development
- Fun, experiential learning activities for young children
- Connections to community resources
- Relationships with other parents in the community



DEFINING EXCELLENCE

Board Meeting Date: 9/14/2020

TITLE: Budgeting 2020-2021 School Year

TYPE: Information

PRESENTER(S): John W. Schultz, Superintendent and John Toop, Director of Business Services

BACKGROUND: This report provides the financing of the additional staffing, services and capital for the 2020-2021 school year.

RECOMMENDATION: It is recommended that the School Board transfer \$116,000 of Staff Development to Unassigned fund balance and make an Operating Capital transfer to cover the current projected deficit of \$1,137,245 for this year. Further, the School Board should consider an additional amount of \$862,755 to give District administration additional flexibility to respond to other unforeseen expenses. The total suggested Operating Capital transfer would then be \$2,000,000.

PRIMARY ISSUE(S) TO CONSIDER: Financing the 2020-2021 School Year

ATTACHMENTS:

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Financing the 2020-2021 School Year

Revenue

For the 2020-2021 school year the State of Minnesota is distributing federal dollars to schools. There are two sources of money for FY20-21 that are additional to our regular allocation.

The first is \$2,115,000, a federal amount that will be closely monitored and must be spent by 12-31-2020. Additionally, there are also milestone expense percentage thresholds that the district must meet by a certain time, or dollars will be reallocated to other districts.

The second amount is also Federal money from the Governor for \$440,098 that must be spent by 12-31-2022. For these funds, an equitable allocation must be set aside for non-public schools, leaving about \$400,000 for ISD #273 to spend.

We will spend \$400,000 from the federal between now and 12-31-2020 in staffing expense and match that with the Governor's Federal money of \$400,000 for staffing for the second half of the year. This leaves approximately \$1,716,730 remaining to spend from the federal dollars.

Expenses

One-Time costs have been identified which total an estimated \$1,782,862. These include items like plexiglass, sanitizer, cleaning solutions, technology capital, and items like bell covers for instruments.

We have also identified one-time costs like technology capital (Chromebooks) curriculum, and professional development from the general fund that will be coded to the CARES funding. These are items that can be expended between now and December 31. We will charge some current year ongoing expenses to the technology levy. This is represented by the remaining amount, \$1,036,000 to the General fund.

Est. One-Time Costs

Technology	\$1,279,169
PPE Supplies	\$213,674
T & L/ Research Eval and Assess (REA)	\$100,000
Other Student Support Services costs	\$100,000
Comm Ed All Day Pre-K, Ext Learning, ECFE Pre-Sch	<u>\$90,019</u> (Spring 2020)

Total Est. One-Time Costs **\$1,782,862**

Est. Ongoing Costs

Tier 1 Child Care (Wed)	\$260,000
Tier 1 Child Care (M Tu Th F)	\$560,000
Para educators (K, 1/grade level/school ~31)	\$1,395,000
Para educators (Remote Teaching @ Secondary ~15)	\$675,000
Edina Virtual Academy Teachers (2.0 FTE)	\$200,000

Financing the 2020-2021 School Year

Mental Health (2.3 FTE Counselor/Social Worker)	\$185,000
Transportation for Tier 1	\$100,000
Custodial Overtime (Cleaning)	<u>\$252,000</u>
Total Ongoing Costs	\$3,627,000
Total Est. One-Time and Ongoing for FY20-21	\$5,409,862

These one-time and ongoing costs are currently covered incompletely by the following funding sources:

Federal thru 12-30-20	\$2,115,617
Federal (thru Governor)	\$400,000
Tech Levy	\$1,036,000
Supt/Asst. Supt Contingency	\$100,000
Staff Development (MDE Authorized Transfer)*	\$116,000*
Curriculum Development (Accelerate expense)	\$45,000
Community Education (Fund Balance)	\$260,000
Travel (Districtwide savings)	<u>\$200,000</u>
Total	\$4,272,617

**Using this revenue will require Board motion before the 19-20 audit is completed.*

This leaves a \$1,137,245 deficit with the Federal dollars and other adjustments provided.

Recommendation

It is recommended that in addition to the Staff Development transfer referenced above, the School Board make an Operating Capital transfer to cover the projected deficit for this year. Further, the School Board should consider an additional amount of \$862,755 to give District administration additional flexibility to respond to other unforeseen expenses. The total Operating Capital suggested transfer would then be \$2,000,000.

District administration will continue to monitor and see what other expenses will emerge as the school year is underway. There remains unknowns like the number of Tier 1 Parents' children who will attend child care and use transportation. We also will have more information about enrollment, which will inform us more about revenue. Once we have a better idea of enrollment and the services being provided to students this year, we can determine a more accurate budget deficit. We will continue to look for efficiencies and ways to finance this deficit. It may be necessary to discuss the use of other fund balances.



Board Meeting Date: September 14, 2020 Work Session

TITLE: Proposed 2020-2021 Superintendent Goals

TYPE: Discussion

PRESENTER(S): John W. Schultz, Superintendent

BACKGROUND: Attached to this agenda item are the proposed 2020-2021 Superintendent Goals. These goals will be the work of the Superintendent and District administration and are offered in collaboration with the School Board goals.

RECOMMENDATION: That the Board approve the 2020-2021 Superintendent Goals

PRIMARY ISSUE(S) TO CONSIDER: Proposed 2020-2021 Superintendent Goals

ATTACHMENTS:

1. Goals Begin on Next Page

Proposed 2020-2021 Superintendent Goals

Below are proposed goals for the Superintendent's and District administration's work. These goals are presented in collaboration with the School Board, and can inform the goals of the School Board.

- 1. Roll out Science and Music/Art Curriculum.**
Superintendent will work with Teaching and Learning to develop a process to develop and present recommendations for science and music and art curricula.
- 2. Teacher Contract**
Superintendent and Board will begin negotiating a contract with the teacher bargaining unit.
- 3. 2021-2022 School District Budget**
Superintendent will develop a 2021-2022 school district budget with a focus on any special financing provided due to the pandemic from the Federal and State government.
- 4. 2020-2021 School Year Learning Models**
Superintendent will prepare Edina schools for the 2020-2021 school year in three education scenarios, face to face, hybrid, and distance learning (September 2020).
- 5. Capital Projects Levy (Tech) Planning**
Since the Capital Projects Levy (CPL) expires in FY2021, the Superintendent will prepare a plan for Board approval to initiate a referendum in 2021 to approve the capital projects levy.
- 6. Strategic Plan**
The Superintendent will begin implementing those areas of priority for the 2020-2025 Strategic Plan.

Strategy A: Advance Academic Excellence, Growth and Readiness

Edina Public Schools provides our students with access to a comprehensive curriculum that develops critical thinking skills and dispositions, and assures students are ready for their next level and the challenges and opportunities in the next phase of life.

Under A.3, Provide expanded, timely and effective interventions for students based on data and individual needs, through all school phases, Pre-K-12 and throughout the school year, continue to monitor, improve and build upon the current intervention systems (June 2021).

Under A.4, Review, develop, and implement an improved literacy program at EPS PK-12, begin a literacy study that will provide recommendations to Superintendent (January 2021).

- **Monitor, improve and build upon the current intervention system (December 2020).**

- **Launch a Literacy Study for the purpose of developing a literacy plan, which includes building upon current work and practices in literacy (February 2021).**

Strategy B: Ensure an Equitable and Inclusive School Culture

EPS welcomes, respects, supports and values everyone so students can learn effectively, develop a deeper understanding of complex issues and become empowered to contribute to the school community.

Under B.2, Create a school culture that enhances learning and fosters a sense of belonging for all students through our values of Integrity, Compassion, Courage, Commitment, Appreciation and Responsibility.

Under B.3, Support equity by identifying and eliminating structural barriers to success.

- **Build upon the foundation of equity work in Edina Schools and learn from the voices of the students and families served.**
- **Promote and support professional development in equity at all levels of the organization.**

Strategy C: Foster Positive Learning Environments and Whole Student Support

EPS fosters a caring school environment where students feel safe physically and emotionally, in order to be fully engaged in their academic, personal and social growth.

Under C.6 Review and develop a technology plan for students and staff.

- **In preparation for the Technology referendum planning, District Media and Technology Services will begin its research on healthy habits around technology use.**



Board Meeting Date: 9/14/2020 Work Session

TITLE: 2020-2021 School Board Goals

TYPE: Discussion

PRESENTERS: Edina School Board and John W. Schultz, Superintendent

BACKGROUND: Through the Spring and summer, the School board had discussions about 2020-2021 School Board goals, which includes but is not limited to the hybrid and Edina Virtual Academy models, strategic plan, and Board professional development.

RECOMMENDATION: That the School Board approve the 2020-2021 School Board goals.

PRIMARY ISSUE(S) TO CONSIDER: 2020-2021 School Board Goals

ATTACHMENTS:

1. Report (next page)

The Edina School Board is committed to ensuring educational excellence and fulfilling our district's vision: *for each and every student to discover their possibilities and thrive*. In order to achieve this vision for our school district, we have established the following goals for the 2020-2021 school year.

Goal 1: 2020-2021 District Pandemic Oversight

The board will monitor the implementation and continued progress of the district's learning models. This oversight includes:

- Receive update on implementation of hybrid and EVA models.
- Identification of governance data to ensure students continue to learn and thrive in their various learning environments.
- Ensuring correct safety protocols for students and staff.
- Review and implementation of district policies that support the unique challenges of our current learning environment.
- Communicate effectively with key stakeholders regarding pandemic planning.

Goal 2: Student Achievement: Strategic Plan Oversight

The board will monitor the implementation of key parts of the district's strategic plan. This oversight includes:

- Supporting the administration in the planning and roll-out of literacy work, enhanced interventions and equity work.
- Approval of success measures for above strategic plan initiatives.
- Review and monitor the district's implementation plan.

Goal 3: Equitable Learning

The board is committed to broadening our understanding of equity work and working with the administration to implement strategic equity initiatives.

- Elevate the voice of those most affected by racial, socio-economic and gender, ability, gaps in our district. Develop an action plan to partner with students, parents, staff, alumni and community members. This may include efforts such as listening sessions, surveys, reporting tools and follow-up mechanisms. A system to report issues and concerns with diversity, equity and inclusion will also be included.
- Review our district policies to ensure they support equitable practices and don't cause disparate treatment of students or staff.
- Commit to having multiple work sessions related to equity.
- Partner with the city to promote equity and inclusion across the city and schools.

Goal 4: Highly Effective Leadership

Continue work on becoming more effective as a leadership team to support our district mission and vision.

- Seek best practices from similarly situated school districts to have joint meetings about key educational issues.
- Seek to broaden connections and communications with the school community: students, parents, teachers and staff.
- Attend board training and/or complete MSBA survey on effective governance.