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

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## MEETING AGENDA

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*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 - _6:05 PM_**    *(The Workshop will begin immediately following the adjournment of the Brief Business Meeting.)*
School Board Members:  Karla Bratrud, Aaron Casper, Debjyoti "DD" Dwivedy, Kim Ross, Adam Seidel, Charles "CJ" Strehl

School Board Member Beth Fletcher will be participating from an offsite location, 13200 Summit Blvd., #11102, Milton, GA 30004

# 20-21 Financial Update

**EDEN PRAIRIE SCHOOLS**

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# FY20-21 General Fund Overview

| General Fund - Unassigned | Mid-Year Budget | Actual | $ Variance | % Variance |
|---|---|---|---|---|
| Revenues | $114,417,061 | $112,392,859 | ($2,024,202) | (1.77%) |
| Expenditures | $115,344,318 | $111,858,735 | $3,485,583 | 3.02% |
| Variance | ($927,257) | $534,124 | $1,461,380 | |

Notes:
- General Fund Unassigned - Fund Balance increases to 16.4% of annual expenditures

# FY20-21 Fund Balance Overview

| Fund | Projected Fund Balance 1/25/21 | Actual Fund Balance | Variance |
|---|---|---|---|
| General Fund - Unassigned | $16,932,178 | $18,393,558 | $1,461,380 |
| Capital Outlay | $1,331,058 | $1,990,941 | $659,883 |
| Food Service | ($223,043) | $271,769 | $494,812 |
| Community Education | ($250,057) | $24,028 | $274,085 |
| Internal Service | $7,517,113 | $7,880,634 | $363,521 |
| OPEB Trust | $16,386,196 | $19,252,427 | $2,866,231 |

EP

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# FY20-21 Fund Balance Overview

| Fund | Projected Fund Balance | Actual Fund Balance | Variance |
|---|---|---|---|
| General Fund - Assigned | $4,320,382 | $11,155,503 | $6,835,121 |

Notes:
- Increases for future Construction Projects, Designing Pathways, New Program Initiatives, and Curriculum for New Science Standards.

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# History - Food Service Fund



Food Service Fund

EDEN PRAIRIE SCHOOLS
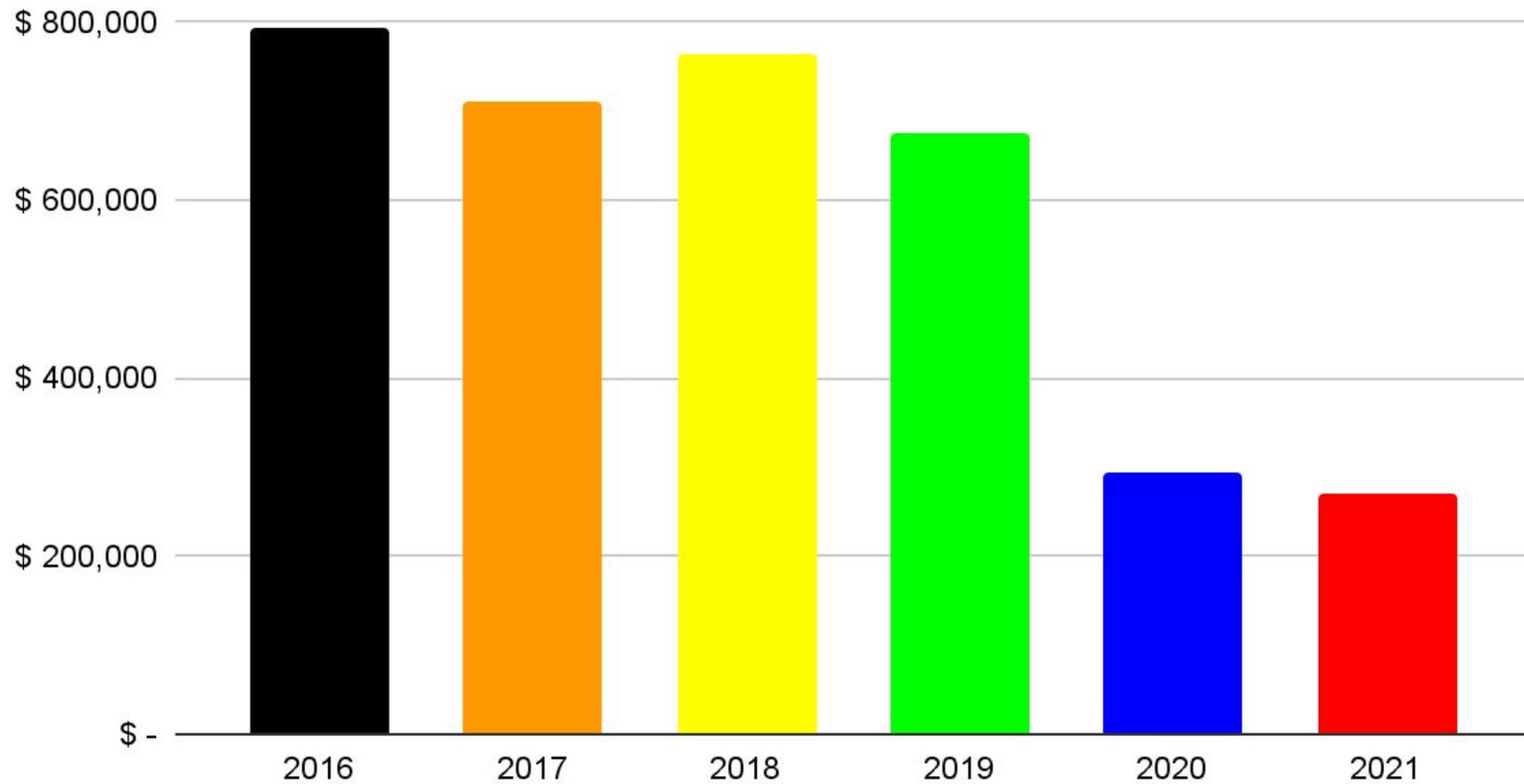
# History - Community Service Fund



Community Service Fund

EDEN PRAIRIE SCHOOLS
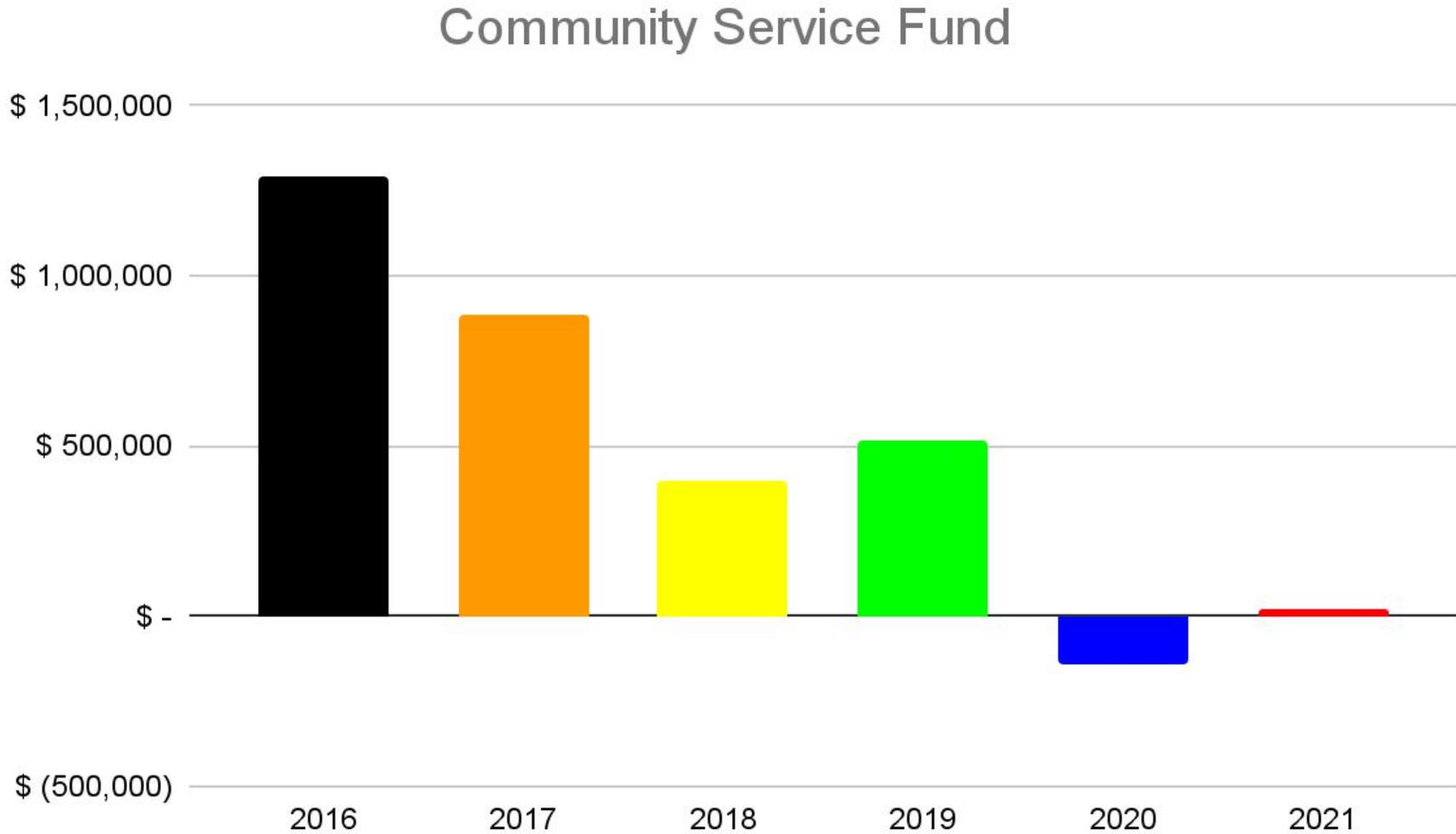
# One-Time Money

❖ CARES ACT (ESSER I & GEER I & CRF)
  ➢ $3,413,964
  ➢ Fully spent - new expenses

❖ CRRSA (ESSER II, GEER II)
  ➢ $3,069,204
  ➢ Fully spent - largely supplant

❖ ARP (ESSER III)
  ➢ $6,892,996
  ➢ Nothing has been spent

**EP**
**EDEN PRAIRIE SCHOOLS**

# Create Long-Term Financial Stability

❖ Goal - Continue to maintain a stable financial position while considering the limitations and constraints of MN law and school funding mechanisms.

➢ Stable Fund Balance
- Helps manage cash flow
- Assigned fund balances
  - Enrollment, Program Initiatives, Curriculum

➢ EP Online
- Enrollment

➢ Federal Funding
- Supports students, staff, general fund

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# Financial Next Steps

- Preliminary Levy Approval - September 27

- Financial Statement Acceptance - November 22

- Tax Levy Approval - December 13

- Long-Range Financial Projection - January 3

- Mid-Year FY 21-22 Budget Update - January 24

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## *Listen N Learn*

| Issues | Comments | Occurance | Votes |
|---|---|---|---|
| | | | |
| Teachers | Holding them Accountable. Rewarding good Job | | |
| | Don't push a bias | | |
| | Allow / encourage expressing different view points | | |
| | Racism shouldn't be the topic of each class | | |
| | | | |
| School District | Great job on implenting & adopting online learning | * | |
| | Safe for Kids during COVID | * | |
| | Making counselors more available | * | 2 |
| | Offer Golf Lesson & Fall Sport | 1 | |
| | Kids maximum in-person School - best thing happened | * | |
| | Kids standard of behavior needs accountability | 1 | |
| | CMS took good care of kids. It was a new environment for them. | 1 | |
| | Training for ACT/SAT | 1 | |
| | POC information for each school | 1 | |
| | Make detailed curriculum available on website | | |
| | Make Vegeterian, Halal & Kosher food options available | 1 | |
| | Celebration of Diversity needs to be a everyday thing | 1 | |
| | Diversity of the district is its strength | 1 | 1 |
| | Reduce race based disparities which increases at each grade level | 1 | |
| | Hire diverse teachers | * | |
| | Need more transparency on start times | * | |
| | | | |
| Communication | More/Better communication with parents | | |
| | Tax Increases explanation | 1 | |
| | Separate Board commn. so that its not mixed with school commn. | 1 | |
| | Better commn. to reach EACH & inclusive | 1 | |
| | Great communication by the district last summer (newsletter+progress) | * | |
| | | | |
| School Board | Great job approving online learning and EP Online | * | |
| | Clear & Open communication from Board | | 3 |
| | Great job in moving the district in right direction | * | |
| | Explain the community on what SB does and what Administration does | 1 | |
| | Receive feedback from Staff | | 3 |
| | Stop Partisanship | 1 | |
| | Follow MDH & MDE guidance | 1 | |
| | Great achievement on graduation rate (95%) | * | |
| | Fill the open position of Board with runner up | 1 | |
| | With 38% student of color in schools, make a quota for that in the board | 1 | |
| | CMS Renovation | * | |

# School Board Meet & Greet Kit

Purpose: Kit of items for use by board members when attending events for the purpose of engaging with the community.

Logistics: School district administration will compile the items for the kit. Details in terms of who will set up the meet & greet table at each location will be determined when the list of events and attendees are finalized.

Kit Contents:

- Table - preferably 6'
- Banner sign
- Feedback/Suggestion Postcards
- Pens
- Box to collect postcards
- Flyers/signage on upcoming community linkage opportunities

Note: Board members should wear their nametag.

Estimated Costs:

| Item | Estimated Cost | Notes |
|------|----------------|-------|
| Table | $0 | Would likely be available at the event site. |
| Banner Sign | $400 | |
| Postcards | $50 | |
| Pens | $25 | |
| Collection Box | $30 | |
| Promotional Flyers | $25 | |

Pilot Schedule:

September 20 - CLC to scout Boys Soccer Game
October 14 - Girls Swim and Dive Meet - 5:30pm - Two school board volunteers
October 15 - Boys Football - 7:00pm - Two school board volunteers

Capturing Feedback:

After each event, board members in attendance will be responsible for adding a sheet to a shared workbook on Google Drive to record the feedback received, both via conversations and postcards. In addition to individual feedback, board members should try to identify any overarching themes of the feedback they heard - topics, concerns and/or suggestions that came up many times throughout the event that may warrant board discussion.

Draft Motion for September 27 Board Meeting:

The Community Linkage committee moves that the board approve an expenditure of not to exceed $600 for the items in the Meet & Greet kit as outlined above and approves moving forward with the pilot program schedule as presented.

# EXAMPLE FOR DISCUSSION PURPOSES

## Third Grade Reading Metrics
Academic Achievement

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Introduction

Third grade reading metrics are reviewed by the School Board when Ends Policy 1.1.1 is monitored. It says:

> "Each Student is reading at grade level by the end of third grade."

This is important because in third grade students transition from learning to read to reading to learn. If students are not reading at grade level in third grade it can negatively impact their academic performance in future years.

Background

Sound research and measurement practices recommend using three measures for each student to identify proficiency. Using multiple assessment methods reduces bias and provides a more comprehensive view of learning for students, teachers, and parents.

Data



3rd Grade Reading Proficiency

|  | 16-17 | 17-18 | 18-19 |
|---|---|---|---|
| MCA/MTAS | 67.7% | 70.7% | 68.7% |
| FastBridge | 81.0% | 82.6% | 85.0% |
| F&P/EDL | 77.0% | 84.1% | 85.9% |
| Meeting two of three | 75.0% | 78.2% | 81.7% |
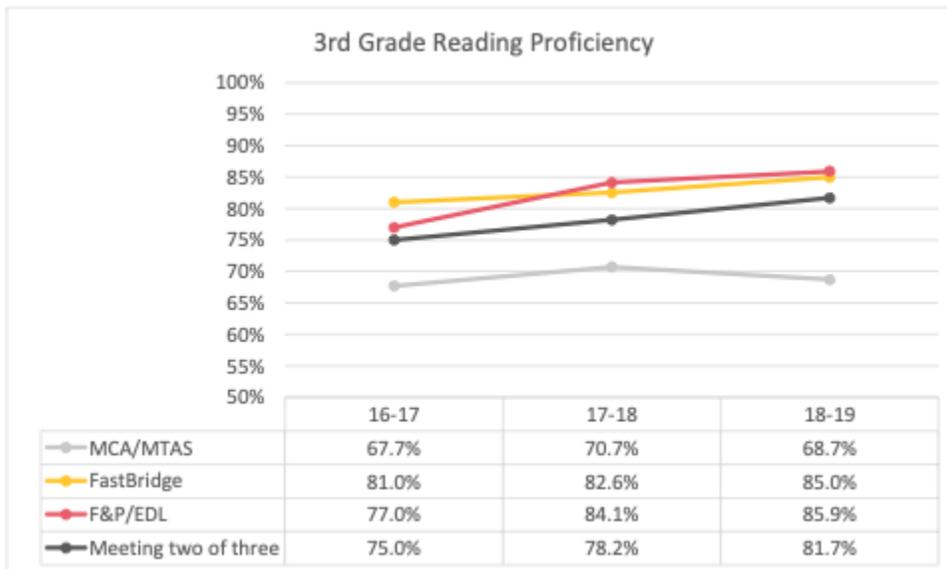
**1.1.1: Proficient students have met the standards in two out of the three assessments\* by the end of 3rd grade.**

| Meets Two of Three Criteria\*\* | 2019-2020 |
|---|---|
| American Indian or Alaska Native | N/A† |
| Asian | 84.9% |
| Black or African American | 61.7% |
| Hispanic/Latino | 55.8% |
| Native Hawaiian or Other Pacific Islander | N/A† |
| Two or more races | 72.5% |
| White | 84.8% |
| Overall | 78.5% Target Met |

\*Percentage calculated from number of students who took the assessment, not the total number of students enrolled. Term 1 and winter 2019-2020 data used due to Covid-19.
\*\*To be included in this calculation, the student had to have taken at least two of the three assessments.
†Fewer than 10 students in this demographic group.

<u>School Board's Perspective on the Data</u>
The school board found that the district was demonstrating expected progress towards the goal of all students reading at grade level by the end of third grade. The target set for the 2018-2019 school year was 78% and 81.7% of total students met the target.

That said several groups of students did not meet the 78% target. Closing the gap between groups of students is a primary focus of the school district for future progress towards achieving this ends policy.

When this was last monitored, the board requested and the administration agreed to increase the target for the 2021-2022 school year to 80%. Additionally, information on Fastbridge testing, one of the three measures used to assess third grade students, showed a gap in proficiency of less than 1% among different demographic groups.

# TEMPLATE FOR BOARD COMMUNICATION OF METRICS

![Eden Prairie Schools logo - EP Inspiring each student every day]

# [Name of Metric]

[Category of Metric - Academic Achievement, Voice of the Community, etc.]

Introduction
- Board Policy to which it relates
- Why it matters

Background
- How and when it is measured

Metrics
- Data, including trend data when available and appropriate
- Graphs where appropriate

School Board's Perspective on the Data
- Board assessment of policy compliance/ends achievement
- Future focus of board monitoring/strategies to improve

Potential Communication Channels
- District Website
- Social media
- Emails
   - From the board
   - From the district
   - From individual schools
- Mailings
   - Inspiring News
   - Dedicated Direct Mail
- Local Media
   - Eden Prairie Local News
   - Sun Sailor
- Flyers at Community Linkage Events

# Record of Board Self-Evaluation
## Governance Process and Board Management Delegation Policies
### July 1, 2020 – June 30, 2021

| | |
|---|---|
| **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 27, 2021 | | | | |
| **3.0 Single Point of Connection** | Nov 23, 2020 | No | Board acknowledges that Director Stoltz was in violation during Board Meeting held on Aug 24, 2020. | Director Stoltz to bring forward a public statement regard violation for consideration for entry into the public record at the Dec 14, 2020 Board Meeting | Public Statement Completed 12/14/20 |

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

# Record of Board Self-Evaluation
## Governance Process and Board Management Delegation Policies
### July 1, 2020 – June 30, 2021

| | |
|---|---|
| **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 27, 2021 | | | | |
| 3.1.1 | Sept 27, 2021 | | | | |
| 3.1.2 | Sept 27, 2021 | | | | |
| 3.1.3 | Sept 27, 2021 | | | | |

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, 2020 – June 30, 2021**

| | |
|---|---|
| **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.

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

| 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 27, 2021 | | | | |
| 3.2.1 | Sept 27, 2021 | | | | |
| 3.2.2 | Sept 27, 2021 | | | | |
| 3.2.3 | Sept 27, 2021 | | | | |
| 3.2.4 | Sept 27, 2021 | | | | |
| 3.2.3 | Nov 23, 2020 | No | Board acknowledges that Director Stoltz was in violation during Board Meeting held on Aug 24, 2020. | Director Stoltz to bring forward a public statement regard violation for consideration for entry into the public record at the Dec 14, 2020 Board Meeting | Public Statement Completed 12/14/20 |

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

# Record of Board Self-Evaluation
## Governance Process and Board Management Delegation Policies
### July 1, 2020 – June 30, 2021

| | |
|---|---|
| **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.

| 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 is reading at grade level by the end of third grade. | Internal | Annually | |
| 1.3 | Each student achieves individual growth expectations and proficiency annually in, but not limited to, Language Arts, Math and Science. | Internal | Annually | |
| 1.4 | Each student receives a broad-based education that exceeds the Minnesota State Graduation Requirements. | Internal | Annually | |
| 1.5 | Each student demonstrates the 21$^{st}$ century skills needed to succeed in the global economy. | Internal | Annually | |
| 1.6 | 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 | |

BMD 3.3

| 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 27, 2021 | | | | |
| 3.3.1 | Sept 27, 2021 | | | | |
| 3.3.2 | Sept 27, 2021 | | | | |
| 3.3.3 | Sept 27, 2021 | | | | |
| 3.3.4 | Sept 27, 2021 | | | | |
| 3.3.5 | Sept 27, 2021 | | | | |

Adopted: 10/23/12
Revised: 11/13/12; 01/08/13; 04/28/15; 3/26/18; 9/24/18; 10/28/19

School Board Meeting – September 27, 2021          24          BMD 3.3 Policy Monitoring & Grid Sheet

**Record of Board Self-Evaluation**
**Governance Process and Board Management Delegation Policies**
**July 1, 2020 – June 30, 2021**

| | |
|---|---|
| **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.  The Board Chair may include a third Board Member on a rotating basis for Board Development purposes.

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 and workshop topic summaries 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. 27, 2021 | | | | |
| 4.4.1 | Sept. 27, 2021 | | | | |
| 4.4.1.1 | Sept. 27, 2021 | | | | |
| 4.4.1.2 | Sept. 27, 2021 | | | | |
| 4.4.1.3 | Sept. 27, 2021 | | | | |
| 4.4.1.4 | Sept. 27, 2021 | | | | |
| 4.4.1.5 | Sept. 27, 2021 | | | | |
| 4.4.1.6 | Sept. 27, 2021 | | | | |
| 4.4.1.7 | Sept. 27, 2021 | | | | |
| 4.4.1.8 | Sept. 27, 2021 | | | | |
| 4.4.1.9 | Sept. 27, 2021 | | | | |
| 4.4.2 | Sept. 27, 2021 | | | | |
| 4.4.3 | Sept. 27, 2021 | | | | |
| 4.4.4 | Sept. 27, 2021 | | | | |

Adopted: 10/23/12
Revised: 11/26/13; 03/25/14; 04/08/14; 03/24/15; 10/26/20; 03/22/21

# Record of Board Self-Evaluation
## Governance Process and Board Management Delegation Policies
### July 1, 2020 – June 30, 2021

| | |
|---|---|
| **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; 10/26/20

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.

4.5.6.1    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.

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.

Adopted: 10/23/12
Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18; 10/26/20

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.

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 27, 2021 | | | | |
| 4.5.1 | Sept 27, 2021 | | | | |
| 4.5.2 | Sept 27, 2021 | | | | |
| 4.5.2.1 | Sept 27, 2021 | | | | |
| 4.5.2.2 | Sept 27, 2021 | | | | |
| 4.5.2.3 | Sept 27, 2021 | | | | |
| 4.5.3 | Sept 27, 2021 | | | | |
| 4.5.3.1 | Sept 27, 2021 | | | | |
| 4.5.3.2 | Sept 27, 2021 | | | | |
| 4.5.4 | Sept 27, 2021 | | | | |
| 4.5.5 | Sept 27, 2021 | | | | |
| 4.5.6 | Sept 27, 2021 | | | | |
| 4.5.6.1 | Sept 27, 2021 | | | | |

Adopted: 10/23/12
Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18; 10/26/20

| 4.5.7 | Sept 27, 2021 | | | | |
|---|---|---|---|---|---|
| 4.5.8 | Sept 27, 2021 | | | | |
| 4.5.8.1 | Sept 27, 2021 | | | | |
| 4.5.8.2 | Sept 27, 2021 | | | | |
| 4.5.8.3 | Sept 27, 2021 | | | | |
| 4.5.8.4 | Sept 27, 2021 | | | | |
| 4.5.8.5 | Sept 27, 2021 | | | | |
| 4.5.8.6 | Sept 27, 2021 | | | | |
| 4.5.8.7 | Sept 27, 2021 | | | | |
| **4.5 School Board Members' Code of Conduct** | Mar 22, 2021 | Yes | Board Director Stoltz' actions after the Board Meeting on Aug 24, 2020 were not ethical or businesslike and did not display appropriate decorum. Her actions led to significant risk of the Board committing a legal violation.  Significant violations occurred on policies 4.5.1, 4.5.3, 4.5.4, 4.5.6, and 4.5.7. Director's Stoltz's actions caused division among the Board that have taken and will continue to take significant action to address. | Director Stoltz will be required by the Board to retake the Phase 1 and Phase 2 training as described in policy 4.5.8.2 and 4.5.8.3 by the end of January 2021 and the Introduction to Policy Governance Course as described in 4.5.8.1 at a date to be determined in early 2021.  Director Stoltz will also be removed from her appointment to the Board Development Committee. Director Stoltz will bring forward a public statement regarding these violations for consideration for entry into the public record at the December 14, 2020 Board meeting. | -MSBA Phase 1 Completed 12/8/20<br><br>-MSBA Phase 2 Completed 12/17/20<br><br>-Public Statement Completed 12/14/20<br><br>-Intro to Policy Governance Training Completed 1/17/21 |
| 4.5.1 | Mar 22, 2021 | Yes | | | |
| 4.5.2 | Mar 22, 2021 | Yes | | | |
| 4.5.2.1 | Mar 22, 2021 | Yes | | | |
| 4.5.2.2 | Mar 22, 2021 | Yes | | | |
| 4.5.2.3 | Mar 22, 2021 | Yes | | | |
| 4.5.3 | Mar 22, 2021 | Yes | | | |
| 4.5.3.1 | Mar 22, 2021 | Yes | | | |
| 4.5.3.2 | Mar 22, 2021 | Yes | | | |
| 4.5.4 | Mar 22, 2021 | Yes | | | |
| 4.5.5 | Mar 22, 2021 | Yes | | | |
| 4.5.6 | Mar 22, 2021 | Yes | | | |
| 4.5.6.1 | Mar 22, 2021 | Yes | | | |

Adopted: 10/23/12
Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18; 10/26/20

| | | | | | |
|---|---|---|---|---|---|
| 4.5.7 | Mar 22, 2021 | Yes | | | |
| 4.5.8 | Mar 22, 2021 | Yes | | | |
| 4.5.8.1 | Mar 22, 2021 | Yes | | | |
| 4.5.8.2 | Mar 22, 2021 | Yes | | | |
| 4.5.8.3 | Mar 22, 2021 | Yes | | | |
| 4.5.8.4 | Mar 22, 2021 | Yes | | | |
| 4.5.8.5 | Mar 22, 2021 | Yes | | | |
| 4.5.8.6 | Mar 22, 2021 | Yes | | | |
| 4.5.8.7 | Mar 22, 2021 | Yes | | | |

Adopted: 10/23/12
Revised: 10/22/13; 02/25/14; 03/24/15; 04/28/15, 11/19/18; 10/26/20

School Board Meeting – September 27, 2021                    GP 4.5 Monitoring & Grid Sheet

# MSBA
# School Board Training Record

| | Name | Training | Date Attended | Location |
|---|---|---|---|---|
| 1 | 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 | 01/16 & 1/27/2020 | Minneapolis |
| | | 2021 Annual Leadership Conference | 01//28/21 | Virtual |
| | | 2021 Officer's Workshop | 02/11/21 | |
| | | | | |
| | | | | |
| 2 | Debjyoti "DD" Dwivedy | Effective Board Governance Seminar (by Stacy Sjogren) | 3/14/2020 | ASC/Staring Lake Conf. Room |
| | | Phase I Orientation | 1/14/2020 | Minneapolis |
| | | Phase II Orientation | 1/15/2020 | Minneapolis |
| | | Phase III Orientation | 9/30/2021 | |
| | | Phase IV Orientation | 10/14/2020 | |
| | | 2020 Annual Leadership Conference | 1/16 & 1/17/2020 | Minneapolis |
| | | 2020 Officer's Workshop | 2/27/2020 | Maple Grove |
| | | 2021 Annual Leadership Conference | | |
| | | 2021 Officer's Workshop | 02/11/21 | |
| | | | | |
| 3 | Aaron Casper | Effective Board Governance Seminar (by Stacy Sjogren) | 3/14/2020 | ASC/Staring Lake Conf. Room |
| | | Phase I Orientation | 1/14/2020 | Minneapolis |
| | | Phase II Orientation | 1/15/2020 | Minneapolis |
| | | Phase III Orientation | | |
| | | Phase IV Orientation | | |
| | | 2020 Officer's Workshop | n/a | |
| | | 2020 Annual Leadership Conference | 1/16 & 1/17/2020 | Minneapolis |
| | | 2021 Annual Leadership Conference | 01/28/21 | |
| | | 2021 Officer's Workshop | 02/22/21 | |
| | | | | |
| | | | | |
| 4 | Beth Fletcher | Effective Board Governance Seminar (by Stacy Sjogren) | 01/17/21 | Virtual |
| | | Phase I Orientation | 12/04/20 | |
| | | Phase II Orientation | 12/11/20 | |
| | | Phase III Orientation | | |
| | | Phase IV Orientation | | |
| | | 2021 Annual Leadership Conference | 01/28/21 | |
| | | 2021 Officer's Workshop | 02/11/21 | |
| | | | | |
| | | | | |
| 5 | Kim Ross | Effective Board Governance Seminar (by Stacy Sjogren) | 01/17/21 | Virtual |
| | | Phase I Orientation | 11/29/07 & 12/4/20 | |
| | | Phase II Orientation | 1/16/08 & 12/11/20 | |
| | | Phase III Orientation | 4/5/08 & 4/7/21 | |
| | | Phase IV Orientation | 4/21/2021 | |
| | | 2008 Annual Leadership Conference | 01/17/08 | |
| | | 2009 Annual Leadership Conference | 01/15/09 | |
| | | 2021 Annual Leadership Conference | 1/28/2021 | |
| | | Officers' Workshop | 2/5/2010 | |
| | | Supt Search | 8//16/11 | |
| | | Advocay in Action | 3/12/2021 | |
| 6 | Charles "C.J." Strehl | Effective Board Governance Seminar (by Stacy Sjogren) | 01/17/21 | Virtual |
| | | Phase I Orientation | 12/04/20 | |
| | | Phase II Orientation | 02/12/21 | |
| | | Phase III Orientation | | |
| | | Phase IV Orientation | | |
| | | 2021 Annual Leadership Conference | 01/28/21 | |

# Record of Board Self-Evaluation
## Governance Process and Board Management Delegation Policies
### July 1, 2020 – June 30, 2021

| | |
|---|---|
| **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 27, 2021 | | | | |
| 4.6.1 | Sept 27, 2021 | | | | |
| 4.6.2 | Sept 27, 2021 | | | | |
| 4.6.3 | Sept 27, 2021 | | | | |
| 4.6.4 | Sept 27, 2021 | | | | |
| 4.6.4.1 | Sept 27, 2021 | | | | |
| 4.6.4.2 | Sept 27, 2021 | | | | |

| 4.6.4.2 | Nov 9, 2020 | No | | | Director Stoltz will be required by the Board to retake the Phase 1 and Phase 2 training as described in policy 4.5.8.2 and 4.5.8.3 by the end of January 2021 and the Introduction to Policy Governance Course as described in 4.5.8.1 at a date to be determined in early 2021.  Director Stoltz will also be removed from her appointment to the Board Development Committee. Director Stoltz will bring forward a public statement regarding these violations for consideration for entry into the public record at the December 14, 2020 Board meeting. | -MSBA Phase 1 Completed 12/8/20 <br><br> -MSBA Phase 2 Completed 12/17/29 <br><br> -Public Statement Completed 12/14/20 <br><br> - Intro to Policy Governance Training Completed 1/17/21 |

Adopted: 10/23/12
Revised: 03/24/15

# Record of Board Self-Evaluation
## Governance Process and Board Management Delegation Policies
### July 1, 2020 – June 30, 2021

| | |
|---|---|
| **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 27, 2021 | | | | |
| 4.7.1 | Sept 27, 2021 | | | | |
| 4.7.2 | Sept 27, 2021 | | | | |
| 4.7.3 | Sept 27, 2021 | | | | |
| 4.7.4 | Sept 27, 2021 | | | | |

Adopted: 10/23/12
Revised: 09/10/13; 03/25/14; 03/24/15

# Record of Board Self-Evaluation
## Governance Process and Board Management Delegation Policies
### July 1, 2020 – June 30, 2021

| | |
|---|---|
| **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

| 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 27, 2021 | | | | |
| **4.8.1** Community Linkage Committee | Sept 27, 2021 | | | | |
| **4.8.2** Policy Committee | Sept 27, 2021 | | | | |
| **4.8.3** Board Development Committee | Sept 27, 2021 | | | | |
| **4.8.4** Negotiations Committee | Sept 27, 2021 | | | | |

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, 2020 – June 30, 2021

| | |
|---|---|
| **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 27, 2021 | | | | |
| 4.10.1 | Sept 27, 2021 | | | | |
| 4.10.1.1 | Sept 27, 2021 | | | | |
| 4.10.1.2 | Sept 27, 2021 | | | | |
| 4.10.1.3 | Sept 27, 2021 | | | | |
| **4.10 Operation of the School Board Governing Rules** | Nov 9, 2020 | No | Board acknowledges that Director Stoltz was in violation during Board Meeting held on Aug 24, 2020. | Director Stoltz to bring forward a public statement regard violation for consideration for entry into the public record at the Dec 14, 2020 Board Meeting | Public Statement Completed 12/14/20 |

| 4.10.1 | Nov 9, 2020 | No | | | |
|---|---|---|---|---|---|
| 4.10.1.1 | Nov 9, 2020 | No | | | |
| 4.10.1.2 | Nov 9, 2020 | No | | | |
| 4.10.1.3 | Nov 9, 2020 | No | | | |

Adopted: 10/22/13
Revised:

## Eden Prairie School Board
## 2021–22 WORK PLAN CHANGES
### *"Proposed" Changes for the*
## September 27, 2021

| Date of Meeting/Workshop | Changes Requested |
|---|---|
| Monday, September 27, 2021 | |
| Monday, October 11, 2021 – *Workshop* | |
| Monday, October 25, 2021 | |
| Monday, November 8, 2021 – *Special Meeting* | |
| Monday, November 8, 2021 – *Workshop* | |
| Monday, November 22, 2021 | |
| Monday, December 13, 2021 | |

### Placeholder – General Board Work

- School Board Listening Session Discussion
- Board Education – Assessment 101

### Placeholder – Policy Review

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
|---|
| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| 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 | | | |
| **\*\*\*\*\*2021\*\*\*\*\***<br><br>**Board Meeting Mon, Jul 26, 2021 7:30 AM** | | | ~~Resolution Calling the Eden Prairie School District Election~~ | Finalize DRAFT - Inspiring News Article | •Monthly Reports<br>•TASSEL Student Handbook<br>•~~Student Handbooks: — High School — Middle School — Elementary Schools (Summary Detail Included)~~ – *(Included in June 28, 2021 Mtg.)* | | 41 |
| **Board Workshop Sat, Aug 21, 2021 9:00 AM** | | | | | | | Tools of Cultural Proficiency |
| **Board Meeting Mon, Aug 23, 2021 6:00 PM** | •EL 2.1 Emergency Supt. Succession<br>•EL 2.2 Treatment of Students<br>•EL 2.7 Asset Protection | | Record of Board Self-Evaluation | 2021-22 School Site Visits | Monthly Reports | •~~Debrief DISC Training~~ *(Moved to 9/13/21*<br>•Morris Leatherman Presentation – Parent Survey | |
| **Post Meeting Board Workshop Mon, Aug 23, 2021** | | | | | | | School Board Mtg. Self-Assessment |
| **Board Workshop Mon, Sep 13, 2021 6:00 PM** | | | | | | | •ADMIN Proposals for FY 2021-22 Workshops<br>•2020-21 Financial Update |

# EDEN PRAIRIE SCHOOL BOARD
# 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
|:---:|
| Board Workshops |
| Other Meetings |

## August 23, 2021

| 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 | | | |
| | | | | | | | • NEW Policy Development Discussion (Ends & EL Policies)<br>• School Board Webpage Update Overview<br>• *Debrief DISC Training*<br>• *Board Vacancy Conversation*<br>• *Community Linkage Items:*<br> *- Listen & Learn Feedback*<br> *- Meet & Greet Events/Dates*<br> *- Third Grade Reading Metrics Example*<br> *- Metrics Communication Template*<br>• Policy Monitoring: All BMD Policies – BMD 3.0 – 3.3<br>• Policy Monitoring: GP's: 4.4, 4.5, 4.6, 4.7, 4.8, & 4.10<br>• Confirm agenda for next Board Workshop |

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# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
|---|
| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|---|---|---|---|---|---|---|---|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| **Board Meeting Mon, Sep 27, 2021 6:00 PM** | • EL 2.3 Treatment of Parents<br>• EL 2.6 Financial Management &Operations<br><br>• All BMD Policies<br>• BMD 3.0 Single Point of Connection<br>• BMD 3.1 Unity of Control<br>• BMD 3.2 Delegation to the Superintendent<br>• BMD 3.3 Superintendent Accountability & Performance<br><br>• GP 4.4 Officer Roles<br>• GP 4.5 School Board Members Code of Conduct<br>• GP 4.6 Process for Addressing School Board Member Violations<br>• GP 4.7 School Board Committee Principles<br>• GP 4.8 School Board Committee Structure<br>• GP 4.10 Operation of the School Board Governing Rules | | • Resolution to Appoint Election Judges<br>• Approval of Preliminary FY 2022-23 Levy<br>-Tax Levy Comparison<br>- Tax Levy Presentation Pay 22<br><br>• Record of Board Self-Evaluation | | Monthly Reports | Superintendent Incidentals:<br>• FY 2020-2021 Year-end Preliminary Financial Report<br>• FY 2021-2022 Preliminary Enrollment Report<br>• *COVID-19 Update* | 43 |

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
|---|
| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| 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, Sep 27, 2021** | | | | | | | School Board Mtg. Self-Assessment |
| **Board Workshop Mon, Oct 11, 2021 6:00 PM** | | | | | | | • Administration: Setting Stage for FY 2022-23 Budget Guidelines<br>• Policy Monitoring: GP 4.0, 4.1, 4.2, 4.3, 4.9<br>• Confirm agenda for next Board Workshop |
| **Board Meeting Mon, Oct 25, 2021 6:00 PM** | • Ends 1.1, 1.2, 1.3 Evidence (FY 2020-21)<br><br>• EL 2.4 Treatment of Staff<br>• EL 2.8 Compensation and Benefits<br><br>• GP 4.0 Global Governance Commitment<br>• GP 4.1 Governing Style<br>• GP 4.2 School Board Job Products<br>• GP 4.3 Annual Work Plan<br>• GP 4.9 Governance Investment | | Record of Board Self-Evaluation | | Monthly Reports | Superintendent Incidentals:<br>• Enrollment Report as of Oct. 1, 2021<br>-Exec. Summary<br>-Capture Rate<br>-History & Projection Totals<br>-Official October 1 Enrollment Count<br>• World's Best Workforce Report<br>• FY 2020-2021 Achievement Integration Summary Report | |

# EDEN PRAIRIE SCHOOL BOARD
# 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
|---|
| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| 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, Oct 25, 2021** | | | | | | | • School Board Mtg. Self-Assessment |
| **Board Special Meeting Mon, Nov 8, 2021 6:00 PM** | | | Canvass Elections Results | | | | |
| **Board Workshop Mon, Nov 8, 2021 6:15 PM** | | | | | | | • Welcome to Board, newly Elected School Board Member<br>• "New Policy Introductions"<br>• Review of Treasurer's Annual Report<br>• Discussion: Board Monitoring Process and Communication<br>• Community Linkage Committee: Identify article for the Inspiring News<br>• Confirm agenda for next Board Workshop |

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
| :---: |
| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
| :---: | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| | **Policy Monitoring Ends, EL, BMD & GP Monitoring** | **Decision Preparation** | **Required Board Action** | **Board Action on Committee Reports & Minutes** | | | |
| **Board Meeting Mon, Nov 22, 2021 6:00 PM** | EL 2.9 Communication and Support to the School Board | | Oath of Office ──────── Record of Board Self-Evaluation | Inspire News Topic – DRAFT Presented | Monthly Reports | FY 2020-21 Audited Financial Presentation | |
| **Post Meeting Board Workshop Mon, Nov 22, 2021** | | | | | | | •School Board Mtg. Self-Assessment |
| **Board Meeting Mon, Dec 13, 2021 6:00 PM** | •EL 2.5 Financial Planning and Budgeting •EL 2.0 Global Executive Constraint | •_Closed Session:_ Review of FY 2019-20 Superintendent Annual Review -Minn. Stat. 13D.05, Subd. 3 | • Approval of Final FY 2022-23 Levy •School Board Treasurer's Report ──────── •Record of Board Self-Evaluation | Inspire News Article (DRAFT) Approval | Monthly Reports | Truth in Taxation Hearing | 46 |
| **Post Meeting Board Workshop Mon, Dec 13, 2021** | | | | | | | • School Board Mtg. Self-Assessment |

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
| --- |
| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| 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 | | | |
| **\*\*\*\*\*2022\*\*\*\*\***<br><br>**Annual Organizational Meeting Mon, Jan 3, 2022 6:00 PM** | | | • 2022 Annual Organizational Mtg.<br>  - Election of Officers<br>  - School Board Compensation<br>  - School Board Calendar<br>• Resolution for Combined Polling Places for the General Elections<br>• School Board Meeting Calendar: Jan 1, 2022 through Jun 30, 2022<br>• Appointment of Intermediate District 287 Representative | | • 2022 Annual School District Organizational Items:<br>- School District Newspaper<br>- School District Depository/Financial Institutions<br>- Money Wire Transfers<br>- Early Claims Payment<br>- School District Legal Counsel<br>- School District Responsible Authority<br>- Deputy Clerk & Deputy Treasurer<br>- Facsimile Signature Authorization<br>- Authorization to Sign Contracts<br>- Local Education Agency (LEA) Representative<br>- MDE Designation of Identified Official with Authority (IoWA) | | 47 |
| **Board Workshop Mon, Jan 3, 2022 6:15 PM Convene following the Annual Organizational Meeting** | | | | | | | • 2022 Committees & Outside Organization Discussion<br>• Budget: 5-Year Financial Forecast<br>• Levy's & Schedule |

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
|---|
| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|---|---|---|---|---|---|---|---|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| | | | | | | | • Confirm agenda for next Board Workshop |
| **Board Meeting Mon, Jan 24, 2022 6:00 PM** | | • FY 2022-23 Final School Calendar (Draft) <br> • FY 2023-24 Preliminary School Calendar (Draft) <br> • FY 2022-23 Budget Timelines – First Reading <br> • FY 2022-23 Budget Assumptions – First Reading | • FY 2021-22 Mid-Year Budget Approval <br><br> • Record of Board Self-Evaluation | 2022 School Board Committee & Outside Organization Assignments | • Monthly Reports <br> • FY 2022-23 Bus Purchase | | 48 |
| **Post Meeting Board Workshop Mon, Jan 24, 2022** | | | | | | | School Board Meeting Self-Assessment |
| **Board Workshop Mon, Feb 14, 2022 6:00 PM** | | | | | | | • Finance 101 <br> • Confirm agenda for next Board Workshop |
| **Board Meeting Mon, Feb 28, 2022 6:00 PM** | | | Record of Board Self-Evaluation | | • Monthly Reports <br> • Approval of FY 2022-23 School Calendar <br> • Approval of Preliminary FY 2023-24 School Calendar <br> • American Indian Education Resolution | | |

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
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| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| 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, Feb 28, 2022** | | | | | | | School Board Meeting Self-Assessment |
| **Board Workshop Mon, Mar 14, 2022 6:00 PM** | | | | | | | • Communications<br>• Define Policy under Policy Governance: Ends, EL's, GP's and BMD's<br>• Policy Workshop: Discus Potential Policy Changes<br>• Confirm agenda for next Board Workshop |
| **Board Meeting Mon, Mar 28, 2022 6:00 PM** | | FY 2022-23 Capital Budget – First Reading | • Final FY 2022-23 Budget Assumptions<br><br>• Record of Board Self-Evaluation | Identify Topic for Inspiring News Article | • Monthly Reports<br>• Achievement & Integration Budget<br>• Resolution to Release Probationary Teachers | | |
| **Post Meeting Board Workshop Mon, Mar 28, 2022** | | | | | | | School Board Meeting Self-Assessment |
| **Board Workshop Mon, Apr 11, 2022 6:00 PM** | | | | | | | • Agenda Items: Sample Agenda & Discussion of Agenda Elements<br>• Source of Agenda Items: Board Request for Information; |

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
|---|
| Board Workshops |
| Other Meetings |

### August 23, 2021

| 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 | | | |
| | | | | | | | Superintendent Information; Agenda Timeline<br>• FY 2022-2023 Annual Work Plan Calendar Discussion<br>• Review DRAFT of Inspiring News Article   50<br>• Discussion/Review all items in Placeholder area on "Work Plan Changes Document"<br>• FY 2022-2023 School Board Meeting Calendar Discussion<br>• FY 2022-2023 School Board Budget Discussion<br>• Mechanics of Monitoring<br>• Confirm agenda for next Board Workshop |
| **Board Meeting Mon, Apr 25, 2022 6:00 PM** | | • FY 2022-23 School Board Work Plan – First Reading<br>• _Closed Session:_ Negotiation Strategy | •Approval of FY 2022-23 Capital Budget<br>•Approval of | Approve Inspiring News Article DRAFT | Monthly Reports | | |

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
| Board Workshops |
| Other Meetings |
| **August 23, 2021** |

| 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 | | | |
| | | (MN Statue 13D.03,Subd.1) • FY 2022-23 School Board Budget – First Reading | FY 2022-23 School Board Meeting Calendar ——————— •Record of Board Self-Evaluation | | | | |
| **Post Meeting Board Workshop Mon, Apr 25, 2022** | | | | | | | School Board Meeting Self-Assessment |
| **Board Workshop Mon, May 9, 2022 6:00 PM** | | | | | | | •Strategic Plan •Confirm agenda for next Board Workshop |
| **Board Meeting Mon, May 23, 2022 6:00 PM** | | FY 2022-23 Budget – First Reading | • Approval of FY 2022-23 School Board Work Plan •Approval of FY 2022-23 School Board Budget ——————— •Record of Board Self-Evaluation | | •Monthly Reports •Approval of FY 2022-23 School Meal Prices | | |
| **Post Meeting Board Workshop Mon, May 23, 2022** | | | | | | | •School Board Meeting Self-Assessment |
| **Board Workshop Mon, June 13, 2022 6:00 PM** | | | | | | | •General Fund Budget Q&A •All Ends OI's |

# EDEN PRAIRIE SCHOOL BOARD
## 2021-2022 ANNUAL WORK PLAN

| Board Meetings |
|---|
| Board Workshops |
| Other Meetings |

### August 23, 2021

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|---|---|---|---|---|---|---|---|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| | | | | | | | •Confirm agenda for next Board Workshop |
| **Board Meeting Mon, June 27, 2022 6:00 PM**  52 | All Ends OI's (FY 2022-23) | | •Approval of FY 2022-23 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  •Summary Update of General District Policies  •Approval of Updated District Policies  •MSHSL Resolution for Membership | | 52 |
| **Post Meeting Board Workshop Mon, Jun 27, 2022** | | | | | | | •School Board Meeting Self-Assessment |