



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

SCHOOL BOARD Regular Meeting

Monday, September 27, 2021

6:00 PM

MEETING AGENDA

*The mission of Eden Prairie Schools is to inspire each student to learn continuously so they are empowered
To reach personal fulfillment and contribute purposefully to our ever-changing world.*

1. Convene: **6:00 PM** (Roll Call)

Call to Order - School Board

Karla Bratrud, Aaron Casper, Debjyoti "DD" Dwivedy, Beth Fletcher, Kim Ross, Adam Seidel, Charles "CJ" Strehl

2. Pledge of Allegiance - **6:03 PM**

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

Approval of the agenda for Monday, September 27, 2021, 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 Regular School Board Meetings on August 23, 2021, Brief Business Meeting on September 13, 2021, and the Workshop Notes on September 13, 2021.

Motion _____ Seconded _____

- | | |
|--|----|
| A. August 23, 2021 Regular Business Meeting Minutes | 6 |
| B. September 13, 2021 Brief Business Meeting Minutes | 9 |
| C. September 13, 2021 Workshop Notes | 10 |

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

6. Announcements: **6:10 PM** (Information)

7. Spotlight on Success: **6:15 PM** (Information)

A. Cedar Ridge Elementary - "Building a Caring School Community - PBIS & Restorative Practices"

8. Board Work: **6:25 PM** (Action)

A. Decision Preparation

B. Required Board Action (Action)

- | | |
|---|----|
| 1) Resolution to Appoint Election Judges (Roll Call) (Action) | 11 |
|---|----|

Motion _____ Seconded _____

Karla Bratrud	Yes___ No___	Kim Ross	Yes___ No___
Aaron Casper	Yes___ No___	Adam Seidel	Yes___ No___
Debjyoti Dwivedy	Yes___ No___	Charles Strehl	Yes___ No___

- | | |
|---|----|
| 2) Establishing Absentee Ballot Board - Resolution (Action) | 15 |
|---|----|

Motion _____ Seconded _____

- | | |
|--|--|
| 3) Approval of Preliminary FY2022-23 Levy (Action) | |
|--|--|

Motion _____ Seconded _____

- | | |
|---------------------------------|----|
| a. Executive Summary | 17 |
| b. Tax Levy Comparison | 18 |
| c. Tax Levy Presentation Pay 22 | 19 |

- | | |
|--|--|
| 4) School Board Vacancy Process (Action) | |
|--|--|

Motion _____ Seconded _____

a. Final Resignation Information for School Board Member/Vice Chair Beth Fletcher

34

(Action)

Motion _____ Seconded _____

C. Policy Monitoring (Action)

1) Executive Limitations (EL's) (Action)

a. EL 2.3 Treatment of Parents: The Superintendent shall not allow a culture or district practice that fails to proactively engage parents of district students in a respectful partnership that supports the successful education of their child. (Action)

36

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

(1) EL 2.3.1 Furthermore, the Superintendent shall not: Impede the flow of timely, adequate, and easily accessible information about the district in general and their child, in particular.

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

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

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

(3) EL 2.3.3 Furthermore, the Superintendent shall not: Set school policies or make major decisions without appropriate input and representation from district parents.

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

b. EL 2.6 Financial Management and Operations: The Superintendent shall not cause or allow the development of financial jeopardy or a material deviation of actual expenditures from the current budget without School Board approval. (Action)

51

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

(1) EL 2.6.1 Furthermore, the Superintendent shall not: Allow payroll or debts to be settled in an untimely manner.

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

(2) EL 2.6.2 Furthermore, the Superintendent shall not: Allow payments or other government-ordered payments or filings to be overdue or inaccurately filed.

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

(3) EL 2.6.3 Furthermore, the Superintendent shall not: Use contingency funds greater than \$100,000 without informing the School Board.

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

(4) EL 2.6.4 Furthermore, the Superintendent shall not: Acquire, encumber, or dispose of real property without School Board approval.

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

(5) EL 2.6.5 Furthermore, the Superintendent shall not: Lease real property or remodel leased real property without School Board approval.

OI Motion _____ Seconded _____

Evidence Motion _____ Seconded _____

(6) EL 2.6.6 Furthermore, the Superintendent shall not: Allow receivables to remain unpursued after a reasonable grace period.

OI Motion _____ **Seconded** _____
Evidence Motion _____ **Seconded** _____

(7) EL 2.6.7 Furthermore, the Superintendent shall not: Allow fee-based relationships in excess of \$100,000 annually to continue beyond 3 years without a formal review that includes an analysis of contract fees and performance.

OI Motion _____ **Seconded** _____
Evidence Motion _____ **Seconded** _____

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

a. BMD 3.0 - Single Point of Contact: 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. 59

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

b. BMD 3.1 - Unity of Control: The School Board will direct the Superintendent only through official School Board action. 60

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

c. BMD 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. 61

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

d. BMD 3.3 - Superintendent Accountability & Performance: The School Board will view the Superintendent performance as identical to district performance on the School Board's Ends and Executive Limitations policies. 63

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

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

a. GP 4.4 - Officer Roles: 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. 66

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

b. GP 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. 68

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

c. GP 4.6 - Process of 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. 74

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.

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

d. GP 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: 76

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

e. GP 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 77

timely manner, and reports progress during Board business meetings. The only School Board committees are those that are set forth in this policy.

Motion _____ Seconded _____ Board behavior is/is not compliant.

f. GP 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. 79

Motion _____ Seconded _____ Board behavior is/is not compliant.

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

1) 2021-22 Record of Board Policy Monitoring - Governance Policies *(No Updates)* 81

2) 2021-22 Record of Board Policy Monitoring - Ends and Executive Limitation **(Action)** 91

Motion _____ Seconded _____

3) 2021-22 Record of Board Policy Monitoring - Ends (1.1 - 1.6) - *(No Updates)* 94

9. Superintendent Consent Agenda: **7:25 PM (Action)**

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

Motion _____ Seconded _____

A. Monthly Reports

1) Resolution of Acceptance of Donations 96

2) Human Resources Report 97

3) Business Services Reports

a. Board Business 103

b. Financial Report - Monthly Revenue/Expenditure Report

(1) June 2021 Report 104

(2) July 2021 Report 105

(3) August 2021 Report 106

10. 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 2020-21 Year-end Preliminary Financial Report 107

B. FY 2021-22 Preliminary Enrollment Report 116

C. COVID-19 Update *(Presentation Uploaded)* 124

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

A. Board Development Committee

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

1) CLC Meeting Minutes from September 20, 2021: 143

Motion _____ Seconded _____

2) Third Grade Reading Metrics - Revised Example 145

Motion _____ Seconded _____

C. Negotiations Committee

D. Policy Committee

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

- A. AMSD (Association of Metropolitan Schools) - Aaron Casper, Kim Ross
- B. ISD 287 (Intermediate School District 287) - Adam Seidel
- C. ECSU (Metropolitan Educational Cooperative Service Unit) - Kim Ross
- D. MSHSL (Minnesota State High School League) - Debjyoti Dwivedy

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

A. Work Plan "Change" Document (Action) 146
Motion _____ Seconded _____

B. 2021-22 Board Annual Work Plan 148

14. **Adjournment: (Action)**

Motion _____ Seconded _____ to adjourn at _____ PM

INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE AUGUST 23, 2021
SCHOOL BOARD MEETING

A Regular Meeting of the Independent School District 272, Eden Prairie Schools, was held on August 23, 2021 in the Eden Prairie District Administrative Offices, 8100 School Road, Eden Prairie, MN 55344.

1. CONVENE: 6:00 PM (Roll Call)

Present: Karla Bratrud, Aaron Casper, Debjyoti "DD" Dwivedy, Beth Fletcher, Kim Ross, Adam Seidel, Charles "CJ" Strehl

Present: Superintendent Josh Swanson

2. Pledge of Allegiance

A. Agenda Review and Approval – Motion to Amend the Agenda by C. Strehl, **Seconded** by K. Ross to move COVID-19 Layered Mitigation Strategies (currently under Item 10, Item B) to be placed in Item 5, create agenda Item #5B under Board Education & Required Reporting; **Motion** by A. Seidel, **Seconded** by D. Dwivedy to **Amend** current **Motion** to strike Item 5B original, inserting back in 10 and subsequent agenda items be reordered; YES moves the **Motion** on the table (by CS) to item 10, and NO keeps the **Motion** on the table as Item 5B: YES (4) – KR, CJ, DD, AS; NO (3) – BF, KB, AC: The **Amendment** to the **Motion** Passes 4-3; **Motion** as Amended making Item 10, Item 5: Yes: (5) – KR, CJ, DD, AS, BF; NO (2) – KB, AC – Passed 5-2. Agenda as presented has been amended; **Motion** by B. Fletcher, **Seconded** by D. Dwivedy to approve the agenda as presented and Amended – YES (6) KR, AC, CJ, BF, AS, DD; NO (1) KB – Passed 6-1.

3. Approval of Previous Minutes – Motion by D. Dwivedy, **Seconded** by A. Seidel to approve the UNOFFICIAL Minutes of the School Board Regular Business Meeting for the 6/28/21 and 7/26/21 – Passed Unanimously

4. Board Education & Required Reporting

A. Morris Leatherman Presentation - Parent Survey

5. Public Comment (3)

- N. Pederson, Topic: Masks
- H. Jensen, Topic: Mask Mandate
- T. Tyson, Topic: No Masks

6. Announcements – Eagle Excellence by Superintendent Josh Swanson

- Sahil Parasharami, a 6th grader at CMS, participated in the national level Pickleball tournament (2021 AAU Junior Olympic Games) held in Houston, Texas. He along with his doubles partner 5th grader Gavin Getchius won Silver Medal in the boys doubles category.
- EPHS Senior Ilesh Gujral qualified for four national tournaments in Extemporaneous Speaking at Speech Nationals. He became a four-time quarterfinalist and a semi-finalist during the tournament.

7. Board Work

A. Decision Preparation

B. Required Board Action

- 1) Resignation of Board Member Beth Fletcher

C. Policy Monitoring

- 1) EL 2.1 Emergency Superintendent Succession

To protect the Board from sudden loss of Superintendent services, the Superintendent shall not permit there to be fewer than two other staff members sufficiently familiar with Board and Superintendent issues and processes who would be able to take over with reasonable proficiency as an interim successor.

Motion by D. Dwivedy, **Seconded** by B. Fletcher, the Operational Interpretation (OI) is reasonable – Passed Unanimously

Motion by D. Dwivedy, **Seconded** by K. Bratrud, the Evidence supports the Operational Interpretation (OI) – Passed

2) EL 2.2 Treatment of Students

The Superintendent shall not cause or allow an educational environment that is unsafe, unwelcoming, inequitable, disrespectful, unnecessarily intrusive, or that otherwise inhibits the effective learning needs of each student.

Motion by D. Dwivedy, **Seconded** by B. Fletcher that by exception, the overall Global Constraint of the OI for EL 2.2 and the remaining child policies are reasonable – Passed Unanimously

Motion by D. Dwivedy, **Seconded** by Karla Bratrud, that by exception, accepts that the Evidence supports the Global Constraint of the OI for EL 2.2 and all the remaining child policies – Passed Unanimously

- a. EL 2.2.2 – Furthermore, the Superintendent shall not: Allow private student data to be unprotected.

Motion by A. Casper, **Seconded** by K. Ross, the Operational Interpretation (OI) is reasonable – Passed Unanimously

Motion by B. Fletcher, **Seconded** by A. Casper, the Evidence supports the Operational Interpretation (OI) – Passed Unanimously

- b. EL 2.2.3 – Furthermore, the Superintendent shall not: Unfairly or inequitably identify and address student behavior violations.

Motion by B. Fletcher, **Seconded** by A. Casper, , the Operational Interpretation (OI) is reasonable – Passed Unanimously

Motion by A. Casper, **Seconded** by K. Bratrud, the Evidence supports the Operational Interpretation (OI) – Passed Unanimously

3) EL 2.7 Asset Protection

The Superintendent shall not cause or allow district assets to be unprotected, inadequately maintained, inappropriately used, or unnecessarily risked.

Motion by D. Dwivedy, **Seconded** by K. Bratrud that by exception, the overall Global Constraint of the OI for EL 2.7 and all the child policies are reasonable – Passed Unanimously

Motion by B. Fletcher, **Seconded** by K. Ross, that by exception, accepts that the Evidence supports the Global Constraint of the OI for EL 2.7 and all the child policies – Passed Unanimously

D. Record of Board Self-Evaluation

- 1) 2021-22 Record of Board Policy Monitoring - Governance Policies

- 2) 2020-21 & 2021-22 Record of Board Policy Monitoring - Ends and Executive Limitations

Motion by K. Bratrud, **Seconded** by B. Fletcher to approve record as presented – Passed Unanimously

8. **Superintendent Consent Agenda – Motion** by C. Strehl, **Seconded** by A. Casper to approve the Consent Agenda as presented – Passed Unanimously

A. Monthly Reports

- 1) Resolution of Acceptance of Donations

- 2) Human Resources Report

- 3) Business Services Reports

- a. Board Business

B. Transportation Agreement (SEIU Local 284)

Board Recess: **Motion** by B. Fletcher, **Seconded** by A. Seidel to recess at 8:01 PM – Passed Unanimously

9. **Board Education**

A. COVID-19 Layered Mitigation Strategies

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

A. Superintendent Updates

Board Recess: **Motion** by A. Seidel, **Seconded** by B. Fletcher, recess at 9:50 PM – Passed Unanimously

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

A. Board Development Committee

- 1) School Board Agenda Ideas

- 2) Policy Governance Training: Schedule w/Stacy Sjogren

- 3) Debrief DISC Training (*Reschedule for the 9/13/21 Workshop*)

4) 2021-22 School Site Visits (*Superintendent to handle*)B. Community Linkage Committee **(Action)**

1) CLC Meeting Minutes from June 22, 2021 & July 27, 2021:

Motion by B. Fletcher, **Seconded** by A. Casper to approve as presented – Passed Unanimously

C. Negotiations Committee

D. Policy Committee

12. Other Board Updates (AMSD, ISD 287 & ECSU, MSHSL): **8:35 PM (Information)**

A. AMSD (Association of Metropolitan Schools) - Aaron Casper & Kim Ross – Update to Board

B. ISD 287 (Intermediate School District 287) - Adam Seidel – No Update

C. ECSU (Metropolitan Educational Cooperative Service Unit - Kim Ross – No updated information

D. MSHSL (Minnesota State High School League) - Debjyoti Dwivedy – No updated information

13. Board Work Plan

A. Work Plan "Changes" Document – **Motion** by **Seconded** K. Bratrud to approve as presented – Passed Unanimously

Eden Prairie School Board
2021–22 WORK PLAN CHANGES
"Proposed" Changes for the August 23, 2021

Date of Meeting/Workshop	Changes Requested
Monday, September 13, 2021 – Workshop	<ul style="list-style-type: none"> - Debrief DISC Training - Board Vacancy Conversation - Community Linkage Committee: <ul style="list-style-type: none"> o Listen & Learn Feedback o Meet & Greet o Events/Dates o Third Grade Reading Metrics o Name of Metrics- Academic Achievement, Voice of the Community, etc.
Monday, September 27, 2021	- COVID-19 Update (Incidental)
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	
<ul style="list-style-type: none"> • School Board Listening Session Discussion • Board Education – Assessment 101 	
Placeholder – Policy Review	

B. 2021-22 Board Annual Work Plan

14. **Adjournment** – **Motion** by B. Fletcher, **Seconded** by to adjourn at 10:56 PM – Passed Unanimously

 Debjyoti Dwivedy – Board Clerk

**INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE SEPTEMBER 13, 2021
SCHOOL BOARD MEETING**

A Brief Business Meeting of the Independent School District 272, Eden Prairie Schools, was held on September 13, 2021 in the Eden Prairie District Administrative Offices, 8100 School Road, Eden Prairie, MN 55344.

1. Convene - 6:00 p.m. Call to Order

Present: Karla Bratrud, Aaron Casper, Debjyoti "DD" Dwivedy, Kim Ross, Adam Seidel, Charles "CJ" Strehl

Not Present: Beth Fletcher

Present: Superintendent Josh Swanson

2. Agenda Review and Approval – Motion by K. Ross, **Seconded** by A. Casper approve the agenda for the September 13, 2021, Brief Business Meeting of the School Board of Independent School District 272, Eden Prairie Schools – Passed 6-0.

Superintendent Consent Agenda – Motion by A. Casper, **Seconded** by K. Bratrud to approve the Consent Agenda as presented – Passed 6-0.

A. Contract Agreement with EPEA

B. Contract Agreement with EPPEA

3. Adjournment – Motion by A. Casper, **Seconded** K. Bratrud to adjourn the Monday, September 13, 2021, Brief Business Meeting of the Eden Prairie School Board #272 at 6:03 PM – Passed 6-0.

Debjyoti Dwivedy – Board Clerk

School Board Workshop Notes - Monday, September 13, 2021

3. Administration Proposals for FY 2021-22 Workshops

The administration put forward suggestions for Workshop topics for the next year.

- a. Memorandum from Dr. Swanson

4. School Board Website Updated Overview

The School Board welcome video from last year was decided to be taken down. CLC will keep a close eye on Website and will bring it to the board.

5. New Policy Development Discussion (Ends & EL Policies)

How and when the new policy can be introduced was discussed.

6. Debrief DISC Training

Board discusses the value of DISC assessment. They also discussed how new board members can be onboarded and DISC can be leveraged.

7. Board Vacancy Conversation

The board discussed the means to fill it. It is planned for discussion at the next business Meeting.

11. Work Plan “Change Document”

Per Chair, Board Vacancy plan will be discussed in the next meeting business meeting, September 27, 2021.

EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 272
(EDEN PRAIRIE)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a Regular meeting of the School Board of Independent School District No. 272, State of Minnesota, was duly held in said school district on September 27, 2021, at 6 o'clock p.m. for the purpose, in part, of adopting a resolution appointing election judges.

Member _____ moved the adoption of the following Resolution:

**RESOLUTION APPOINTING ELECTION JUDGES
FOR THE NOVEMBER 2, 2021
SCHOOL DISTRICT SPECIAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 272, State of Minnesota, as follows:

1. The individuals specified on EXHIBIT A attached hereto, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the school district's general election on November 2, 2021 to act as such at the polling places and combined polling places listed on said exhibit.
2. The election judges shall act as clerks of election, count the ballots cast, and submit the results to the school board for canvass in the manner provided for other school district elections.
3. The School District Election Clerk is hereby authorized to make any substitutions or additions deemed necessary.

The motion for the adoption of the foregoing resolution was duly seconded by _____.

On a roll call vote, the following voted in favor:

and the following voted against:

EXHIBIT A

POLLING PLACE OR COMBINED POLLING PLACE

ELECTION JUDGES

Immanuel Lutheran Church

Head Election Judge

Cal Munkvold

Asst. Head Election Judge

Allan Radke

Regular Election Judge

Londa Amundson

Laura Hookom

Patrick Slator

Margaret Mitchell

Dave Brennan

Ashley Young

Eric Christiansen

Jill Maczka

Leslie McDonald

Alternate Judge

Bill Thompson

Sara Leigh

Herald Johnson

St. Andrew Lutheran Church

Head Election Judge

Cheryl Poling

Asst. Head Election Judge

Richard Skala

Regular Election Judge

Brad Starr

Wesley Sund

Lisa Smith Baker

Patricia Vagnoni

Paula Rheault

Barbara Clay

Mike Ochs

Joan Palmquist

Barbara Buehl

Alternate Judge

Chris McDonald

Cheryl Larson

Susan Dickman

Prairie Lutheran Church

Head Election Judge

Daniel Dylla

Asst. Head Election Judge

Stacey Koehler

Regular Election Judge

Lori Rau

Tong Stone

Molly Dahlen

Carole Langehaug

Beverly Annunziato

		Christine Lasley Patricia Jensen Michael Moesenthin Stacey Bozanich Matt Hansen
	Alternate Judge	Carol Pierce Michael Bennett
Grace Church	Head Election Judge	Bruce Kitt
	Asst. Head Election Judge	Janet Deems
	Regular Election Judge	Debbie Wilson Judy Bissonett Barbara Kistle Diane Falkum Julie Sopoci Maura Steblay Huaping Wang Robert Webster Sharon Borine Michael Becker
	Alternate Judge	Linda Hayen Anjali Limaye Judith Terry
Public Accuracy Judge	Head Judge	Barbara Kistle Linda Hayen
Healthcare Facility Judge	Absentee Voting Judge	Beverly Annunziato Linda Hayen

STATE OF MINNESOTA)
)SS
COUNTY OF HENNEPIN)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 272, State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to appointing election judges for the special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 27th day of September, 2021.

Clerk

**A RESOLUTION ESTABLISHING ABSENTEE BALLOT BOARD FOR THE
NOVEMBER 2, 2021 SPECIAL ELECTION**

WHEREAS, Minnesota Statutes, Section 203B.121 requires that a school board must establish an absentee ballot board by ordinance or resolution.

BE IT RESOLVED by the School Board of Independent School District No. 272 that the Eden Prairie Schools Absentee Ballot Board is hereby established, and that the individuals named on Exhibit A, and on file in the office of the School District Clerk, are hereby appointed to the Eden Prairie Schools Absentee Ballot Board for the November 2, 2021 Special Election; and

BE IT FURTHER RESOLVED that the School Board of Independent School District No. 272 also appoints other individuals and all members appointed as Hennepin County election judges, as authorized under Minn. Stat. 204B.21, subdivision 2, to serve as members of the Independent School District No. 272 Absentee Ballot Board; and

BE IT FURTHER RESOLVED that the School District Election Clerk is hereby authorized to make any substitutions or additions as deemed necessary.

Passed and adopted by the School Board of Independent School District No. 272 this 27th day of September 2021.

This resolution was adopted by the school board of Independent School District No. 272 on this 27th day of September, 2021 by a vote of ____ ayes and ____ nays.

School District Clerk

Attest:

Laurie Hemstock,
School District Elections Clerk

(SEAL)

EXHIBIT A
Absentee Ballot Board Appointments

Laurie Hemstock
Brenda Haynes



September 27, 2021

Dear Superintendent Swanson,

Eden Prairie Schools, along with all school districts across the state, continue to work with the Minnesota Department of Education (MDE) on the preliminary tax levy certification. Included in the board packet you will find a line-item report of the levy along with a presentation.

The preliminary levy for taxes payable in 2022 is required to be school board approved by September 30th and begins the budget process for FY23. The levy is not final at this point and we are asking the school board to approve this preliminary levy at the 'maximum.' This is a customary practice among school districts and is recommended by MDE to allow the Business Office to continue working with them up to September 30 to finalize the amounts that will appear on truth in taxation notices in November.

We've also included the State Aid amounts on the levy certification document. This provides a more comparative look at the total district revenue year over year.

Some items of note for the preliminary levy for taxes payable in 2022 include:

- The preliminary levy totals \$50,509,384 which represents an increase of 2.29%.
- The operating referendum passed by the community in November 2014 includes an inflationary adjustment. Each year MDE calculates inflation based on the Consumer Price Index. This year the referendum will increase by 4.92%.
- The district is experiencing increased enrollment this year. Most of the tax levy is based on Adjusted Pupil Units (APU's), or weighted students served. As the APU's increase, many of the levy line items will also increase.
- The school-aged care levy which provides funding to cover the cost of providing ancillary services necessary to accommodate students with disabilities is increasing by \$75,000.
- The debt service levy is decreasing by \$1 million due to the bond refunding approved by the School Board in October 2020 saving the taxpayers money on the levy.

The combination of these items will result in an overall levy increase of approximately 2.29% for Eden Prairie Schools.

At the September 27th School Board meeting, we propose the school board approve the preliminary tax levy at the maximum for taxes payable in 2022 for Independent School District #272.

Eden Prairie Schools
Preliminary Levy Certification Payable 2022

Categories		2020 Pay 21 FY 22	2021 Pay 22 FY 23	Dollar Change	Comments
1	GENERAL FUND				
2	Equity	\$ 786,690	\$ 824,536	\$ 37,846	Increasing enrollment
3	Achievement & Integration	467,681	494,463	26,782	Increasing enrollment
4	Alternative Teacher Compensation	840,298	781,911	(58,387)	Similar to last year, large prior year adjustment
5	Referendum	22,151,939	23,440,449	1,288,509	4.92% inflation increase (CPI)
6	Transition	53,942	55,317	1,376	Similar to last year
7	Re-employment Ins.	61,897	278,523	216,625	Anticipated unemployment increases due to the pandemic staff layoffs
8	Safe Schools	492,871	505,788	12,917	Similar to prior years
9	Career Technical	466,501	470,060	3,559	35% of estimated expenditures, increased investments into CTE prgm
10	Abatement/Other Adjustments	401,088	(9,275)	(410,363)	Significant negative property tax abatements this year
11	Building/ Lease	820,930	1,038,650	217,719	Expanded transitional special education space, increased costs
12	Operating Capital	1,193,885	1,356,908	163,023	Increased levy due to aging buildings
13	Capital Projects	7,599,850	7,904,789	304,939	Technology levy, increase in adjusted net tax capacity
14	Long Term Facility Maintenance (LTFM)	3,586,599	3,889,692	303,093	Pay-as-you-go increased over prior year & negative adjustments carried forward
15	LEVY TOTAL	\$ 38,924,170	\$ 41,031,809	\$ 2,107,639	5.41%
16	Basic Maint. & Sparsity	\$ 62,020,061	\$ 67,757,026	\$ 5,736,965	2.45% formula increase, adjusted for increased enrollment
17	Declining Enrollment	57,369	-	(57,369)	Increasing enrollment eliminated this revenue
18	Pension Adjustment	485,788	591,768	105,980	Funding for 2018 legislative action on Teacher Retirement Association benefits
19	Gifted & Talented	122,775	128,346	5,572	Based on adjusted pupil units
20	Extended Time	409,360	329,535	(79,825)	Based on adjusted pupil units, declining participation during the pandemic
21	Transportation Sparsity	27,824	-	(27,824)	Fewer transportation costs during the pandemic eliminated this aid
22	Basic Skills	2,158,511	1,943,630	(214,881)	# of families applying for Free/Reduced declined
23	Referendum	3,125	3,125	-	- Equalization aid
24	Achievement & Integration	1,092,246	1,151,579	59,333	Based on submitted budget to MDE
25	Special Education	12,859,210	13,168,313	309,103	Estimate by MDE
26	Abatement Aid	25,736	42,801	17,065	Abatement aid revenue to help reduce abatement levy loss
27	Alternative Teacher Compensation	1,424,981	1,504,004	79,023	Based on adjusted pupil units
28	Nonpub/Alt Att Transp	271,451	-	(271,451)	Funding is expected but waiting for MDE to correct
29	EL Cross Subsidy Reduction Aid	-	18,889	18,889	New state aid attempting to close the english learner cross subsidy
30	Operating Capital	929,121	932,380	3,260	Similar to last year
31	AID TOTAL	\$ 81,887,558	\$ 87,571,396	\$ 5,683,838	6.94%
32	GENERAL FUND TOTAL	\$ 120,811,729	\$ 128,603,205	\$ 7,791,477	6.45%
33	COMMUNITY EDUCATION FUND				
34	Basic Levy	\$ 451,675	\$ 429,837	\$ (21,838)	\$5.42 times 2020 EP population plus youth service and after school revenue
35	Early Child & Family	327,503	328,342	839	Slightly smaller population
36	Home Visiting	10,050	10,233	183	0-4 year old
37	Disabled Adults	6,365	6,365	-	50% of approved expenditures
38	School-Aged Care	343,986	436,539	92,553	Funding for students with disabilities, increasing expenses
39	Abatement Adjustment	6,784	(366)	(7,149)	Abatement activity
40	LEVY TOTAL	\$ 1,146,362	\$ 1,210,950	\$ 64,588	5.63%
41	Early Child & Family Education	\$ 339,577	\$ 374,755	\$ 35,179	Based on increased ANTC and 5 year old population
42	Home Visiting Aid	2,963	3,027	63	Similar to prior year
43	Abatement Aid	2,238	2,723	485	Abatement activity
44	AID TOTAL	\$ 344,778	\$ 380,505	\$ 35,727	10.36%
45	COMM. ED. FUND TOTAL	\$ 1,491,141	\$ 1,591,455	\$ 100,315	6.73%
46	DEBT SERVICE FUND				
47	Debt Levy	\$ 2,167,725	\$ 2,235,975	\$ 68,250	Scheduled principal & interest payments
48	Alternative Facilities (LTFM) Bond	7,614,832	6,380,490	(1,234,342)	Scheduled principal & interest payments, Bond refunding last year
49	Debt Excess	(542,590)	(447,840)	94,750	Calculated using fund balance & projected costs
50	Abatement Adjustment	69,188	97,999	28,811	Abatement activity
51	DEBT SERVICE LEVY TOTAL	\$ 9,309,155	\$ 8,266,625	\$ (1,042,531)	-11.20%
52	ALL FUNDS LEVY & AID TOTAL	\$ 131,612,024	\$ 138,461,285	\$ 6,849,261	5.20%
53	LEVY GRAND TOTAL	\$ 49,379,688	\$ 50,509,384	\$ 1,129,696	2.29%



Preliminary Tax Levy Pay 2022



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

Property Tax Background

- Every owner of taxable property pays property taxes for the various “taxing jurisdictions” (county, city or township, school district, special districts) in which the property is located
- Each taxing jurisdiction sets its own tax levy, often based on limits²⁰ in state law
- County sends out bills, collects taxes from property owners, and distributes funds back to other taxing jurisdictions

Payable in 2022 Tax Levy

Schedule of events in approval of district's Payable 2022 tax levy

- September 8: Dept. of Education prepared and distributed first draft of levy limit worksheets setting maximum authorized levy
- September 27: School board approves proposed levy amounts at the maximum
- Mid-November: County mails “Proposed Property Tax Statements” to all property owners
- December 13: Public hearing on proposed levy
- December 13: Following hearing school board will certify final actual levy amounts

21



Taxing Jurisdictions – Proposed Increases

- School District + 2.29%
- City of Eden Prairie + 4.70%
- Hennepin County + 3.50%

22



Overview of Levy Changes

Fund	Pay 21	Pay 22	\$ Change	% Change
General Fund	\$38,924,070	\$41,031,809	+ \$2,107,739	+ 5.42%
Community Educ.	1,146,362	1,210,950	+ 64,588	+ 5.63
Debt Service	9,309,155	8,266,625	- (1,042,531)	- (11.20) ²³
Total	\$49,379,588	\$50,509,384	+ \$1,129,796	+ 2.29%

Note: These are estimates

Overview of Aid Changes

Fund	FY21	FY22	\$ Change	% Change
General	\$ 81,887,558	\$ 87,571,396	+ \$5,683,838	+ 6.94%
Community Educ.	344,778	380,505	+ 35,727	+ 10.36%
Total	\$ 82,232,336	\$ 87,951,901	+ \$5,719,565	+ 6.96%

Explanation of Levy Changes

General Fund	
Category:	Operating Referendum & Local Optional Revenue
Change:	+ \$1,288,509
Use of Funds:	General operating expenses
Reasons for increase:	
	Funding based on increasing adjusted pupil units
	Includes an inflationary increase of 4.92%

25

Explanation of Levy Changes

General Fund	
Category:	Re-Employment Levy
Change:	+ \$216,625
Use of Funds:	To pay for unemployment expenses 26
Reasons for increase:	
	Projected unemployment cost increases due to staff layoffs during the pandemic

Explanation of Levy Changes

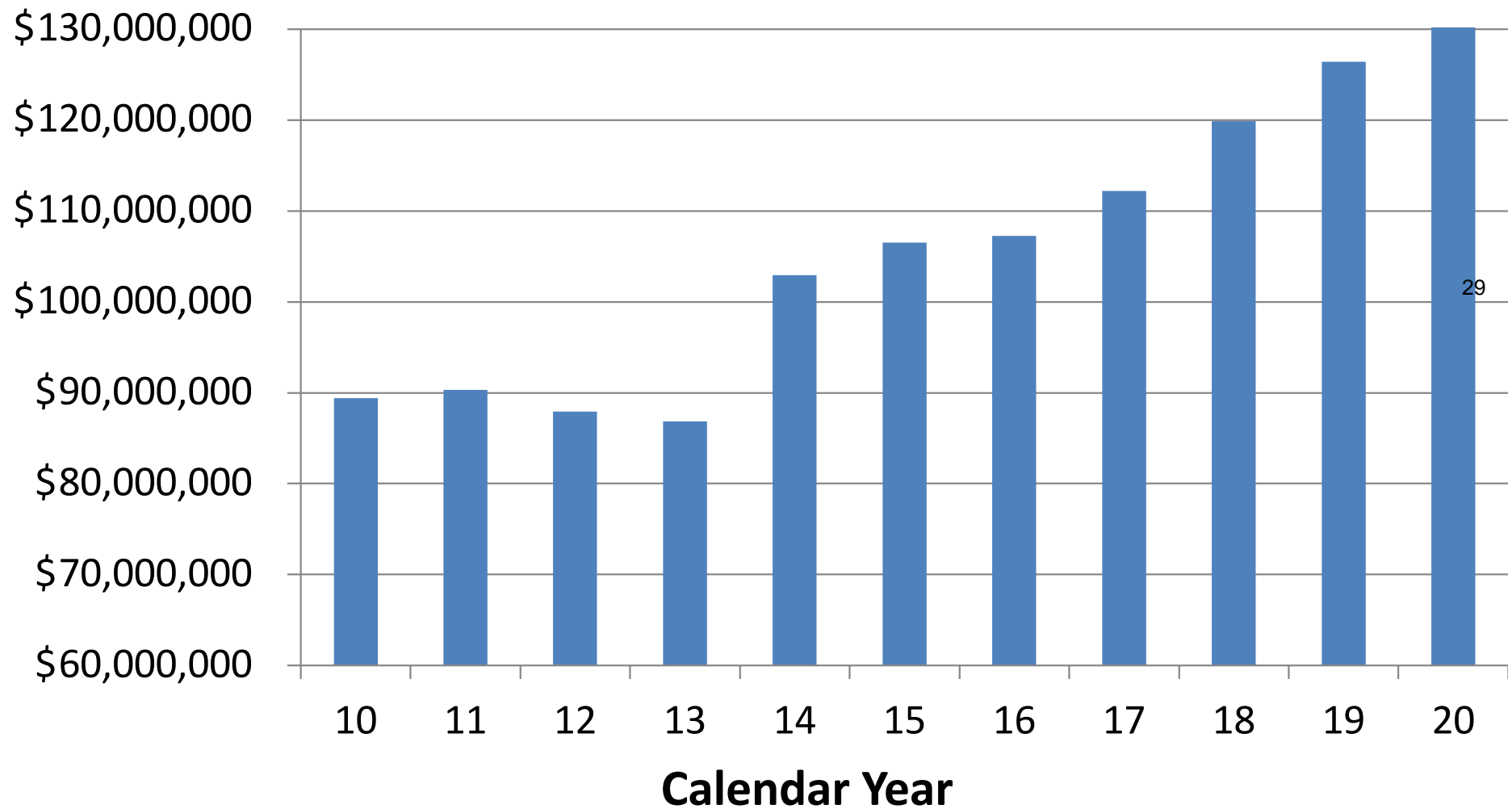
General Fund	
Category:	Long Term Facility Maintenance (LTFM)
Change:	+ \$303,093
Use of Funds:	Deferred capital and maintenance, approved health and safety, increased accessibility to school facilities. ²⁷
Reasons for decrease:	
	Increase in pay-as-you go
	Consideration for district-wide debt financing plan

Explanation of Levy Changes

General Fund	
Category:	Capital Projects (Technology Levy)
Change:	+ \$304,939
Use of Funds:	General operating expenses
Reasons for increase:	
	The capital projects levy is based on net tax capacity (ANTC)

28

Adjusted Net Tax Capacity (ANTC)



Explanation of Levy Changes

Community Education Fund	
Category:	School-Age Care
Change:	+ \$92,553
Use of Funds:	A district that offers a school age care program is ³⁰ eligible for revenue for the additional costs of providing services to children with disabilities
Reasons for increase:	
	Experienced more reimbursable costs last year, creating a positive adjustment of \$86,539
	The Eagle Zone program means the district can claim the incurred expenses as revenue



Explanation of Levy Changes

Debt Service Fund	
Category:	Total Debt Service
Change:	- \$1,042,531
Use of Funds:	Principal and Interest Payments
Reasons for increase:	
	Bond refunding in October 2020 resulted in better interest rates and lower payments

31

Overview of Levy Changes

Fund	Pay 21	Pay 22	\$ Change	% Change
Voter Approved	\$ 24,876,751	\$ 26,388,785	+ \$1,512,034	+ 6.08%
Other	<u>24,502,837</u>	<u>24,120,599</u>	<u>-382,238</u>	<u>- 1.56%</u>
Total	\$ 49,379,588	\$ 50,509,384	+ \$1,129,796	+ 2.29%

THANK YOU



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

September 27, 2021

Beth Fletcher
8794 Big Woods Ln
Eden Prairie, MN 55347

Dear School Board, Dr Swanson, and Cabinet Members,

Please accept this as my letter of resignation, effective upon approval by the board on Monday September 27, 2021.

Sincerely,

Beth Fletcher
Vice Chair
Eden Prairie School Board

August 19, 2021

Beth Fletcher
8794 Big Woods Ln
Eden Prairie, MN 55347

Dear Dr Swanson and Fellow Board Members,

It is with a very heavy heart that I am announcing I will need to resign from the Eden Prairie School Board. A very sudden and amazing opportunity was offered to our family and we have accepted. Unfortunately, it requires us to move to Atlanta, GA. My official last day has yet to be determined, as this is all happening very quickly, and we don't know our moving date. It will be early this school year and submitted to the board for approval.

While I am looking forward to this new opportunity, I am very sad to be leaving Eden Prairie and the School Board. I was extremely humbled by the large number of supporters that voted for me and I encourage them all to continue with their positive support of our schools. Eden Prairie is truly a world-class district.

I have learned and grown tremendously in a short amount of time on the board and am hopeful I've made a positive impact. I am extremely thankful for my fellow board members support and kindness. They work very hard to create, support, and evaluate the vision for our school district. I know that in my absence, Dr Swanson and our Board will look out for each student, family, and community member in EP, while continuing our amazing tradition of excellence for many years to come.

Wishing all the best for Eden Prairie Schools now and always,

Beth Fletcher
Vice Chair
Eden Prairie School Board

Eden Prairie School District 272 Superintendent Monitoring Report

Policy Name: EL 2.3 Treatment of Parents	Monitoring Time Frame: July 2019 to June 2020 July 2020-June 2021	Policy Monitoring Column FOR BOARD USE ONLY Compliance rating: <ul style="list-style-type: none"> OI is/is not reasonable Data does/does not provide adequate evidence of compliance <i>Include specific evidence for rating conclusions and recommendations.</i>
Policy Quadrant: Executive Limitations	Date of School Board Monitoring: September 28, 2020 September 27, 2021	
		Board member name:
<u>Global Constraint:</u> The Superintendent shall not allow a culture or district practice that fails to proactively engage parents of district students in a respectful partnership that supports the successful education of their child.		(enter rating and reasoning when appropriate) <div style="text-align: right;">36</div>
<u>Operational Interpretation:</u> I interpret “culture or district practice” for purposes of this policy as those policies and norms present in a school district. I interpret “parent” to be a child’s guardian or to any other adult allowed and/or permitted by law to access private educational records and/or make educational decisions for the child. I interpret “proactively engage parents in a respectful partnership” as those formal and informal practices that build capacity and trust.		
<u>Justification:</u> 1. I justify my interpretation of “parent” by citing its definition in MN Statute 13.02, Subd. 8. 2. In order to participate in a “respectful partnership”, it is the responsibility of each person in the school community to contribute to a climate of understanding and mutual respect for the rights and dignity of each individual by:		

<ul style="list-style-type: none"> • showing courtesy and self-discipline in actions and words; • seeking solutions to problems; • respecting the rules, regulations and practices that create safe and secure learning and working environments; • demonstrating honesty and integrity; • acting in a manner that results in a positive and supportive atmosphere. <p>(Source: Edmonton Public Schools)</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. Compliance to the legal definition of “parent” and the rights and responsibilities associated with creating a partnership to educate their child. <p>Compliance will be demonstrated by:</p> <ol style="list-style-type: none"> 1. The superintendent being in compliance with all child policies 2.6.1-2.6.7; 2. Parents are engaged proactively and their voices are used to provide feedback, influence, district program design, and support the education of students. 3. Public voice of support for the educational direction of the district following proactive engagement and educational design work. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. The definition of “parent” was used for initiating proactive engagement for the purpose of supporting education for each student. 1. The superintendent has asserted and the board has determined EL 2.6.1-2.6.7 are in compliance, 2. Proactive meetings and engagement to involve parents in respectful partnerships were conducted throughout the 2019-2020 2020-2021 school year. Examples include: <ol style="list-style-type: none"> a. School start and end times study including review and comment b. Input on the development of the 2019-2020 2020-2021 Returning to Schools model c. Ongoing feedback regarding the implementation of the safe learning plan, transitions between educational models, and continuous adjustments throughout the 2020-21 school year spring 2020 distance learning plan d. Superintendent meetings with District-wide PTO to provide information and receive feedback e. Books and Breakfast Parent Engagement f. Engagement of parents for feedback on Gifted and Talented Programming g. Title I District-Wide Parent Engagement Programming h. Title III EPHS English Learner Parent Engagement Sessions i. American Indian Parent Advisory Committee j. World’s Best Workforce Committee 	<p>2.</p> <p>37</p>

<ul style="list-style-type: none"> k. Special Education Advisory Council l. Early Childhood Parent Advisory Committee m. Conferences and scheduled meetings by staff to proactively engage parents in supporting the education of each student <p>3. The metric of the random sample statistically valid and reliable Morris Leathman survey conducted in June 2021 and subsequently reported to the board demonstrate that the culture and district practices are supporting the engagement of parents in ways that support their child’s successful education:</p> <ul style="list-style-type: none"> a. 96% of our parents rate the education in Eden Prairie to be high quality and 94-96% are recommending EP schools to their friends and family. Those two metrics are incredibly high for public schools and among the highest in the state. b. Only 3% of our parents report that as a district we are on the wrong track. That is at a near all time low and an incredibly low number for a public school district. c. Only 4-5% of parents report not having adequate opportunities to provide input. That is also at a near all time low and an incredibly low number for a public school district. 	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>2.3.1 Furthermore, the Superintendent shall not: Impede the flow of timely, adequate, and easily accessible information about the district in general and their child, in particular.</p>	38
<p><u>Operational Interpretation:</u> I interpret “impede the flow of information” as failing to implement a stable information access system with multiple means for parental access to information regarding their child and the District as a whole. “Information about the district” is public relations information that is created and disseminated for the express purpose of informing and/or engaging parents in the opportunities and challenges of the school district. It also includes relevant information regarding student and/or staff accomplishments and acknowledgements. “Information about their child” is Private Educational Records and Directory Information as defined in Minnesota Government Data Practices Act, Statute 13. The district collects this data in the normal course of the educational process.</p> <p>I interpret the flow of “timely information” to mean access to data and the formal and informal opportunities provided during the school year for communication between school personnel and parents.</p> <p>I interpret “adequate information” as:</p>	

<ol style="list-style-type: none"> 1. Private Educational Records that communicates individual student performance enabling teachers, parents, and when appropriate students, to work together to support learning goals throughout the child's school years. 2. Directory Information is student data that is routinely collected by the District and is available to the general public upon request unless prohibited in writing by the parent. "Directory information" means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to: the student's name, address, telephone listing, electronic mail address, photograph, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (i.e., full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent educational agency or institution attended. It also includes the name, address, and telephone number of the student's parent(s). Directory information does not include a student's social security number or a student's identification number ("ID") if the ID may be used to access education records without use of one or more factors that authenticate the student's identity such as a personal identification number, password, or other factor known or possessed only by the authorized user. It also does not include personally identifiable data that references religion, race, color, social position, or nationality. 3. District Data that communicates the condition of the District and its strategic plan. <p>The District provides opportunities for parents to access timely and adequate educational data regarding their child by:</p> <ol style="list-style-type: none"> 1. Providing access to directory information and private student records via a password protected Internet portal. 2. Distribution of individual student results from mandated testing as required by the State of Minnesota. 3. Providing the means and opportunities to exchange information and recommendations via formal and informal communication channels and scheduled events. 4. Annual notification of their rights to view, correct and limit access to their child's directory information, and file a complaint in regards to the District's handling of private and directory student records. <p>"Directory information" means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed.</p>	<p>39</p>
<p><u>Justification:</u></p> <ol style="list-style-type: none"> 1. My interpretation of this policy regarding "information about the district" is justified by the National School Public Relations Association four step public relations planning process: <ol style="list-style-type: none"> a. Research – up front analysis of where the district stands in regard to all public it wishes to reach. b. Action Plan – developing public relation goals, objectives, and strategies that go hand-in-hand with the district's overall mission and goals. c. Communicate/Implement – carrying out the tactics necessary to meet the objectives and goals. 	

<p>d. Evaluate - looking back at actions taken to determine their effectiveness and what changes are needed in the future.</p> <p>2. My interpretation of this policy regarding parental access to student data is justified on the legal definitions of “private educational records” and “directory information”. State and federal law provides that all data collected, created, received, or maintained by a school district are public unless classified as not public or private or confidential. State law classifies all data on individuals maintained by a school district which relates to a student as “private” educational data (Source: Eden Prairie Schools Policy 515). The legal standards regarding parental access to private student data (per EL 2.2.2) are defined by:</p> <ol style="list-style-type: none"> Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and Minn. Rules Parts 1205.0100-1205.2000 Family Educational Rights and Privacy Act (FERPA) and its regulations in 34 CFR Part 99. Individuals with Disabilities Act (IDEA) <p>The District provides opportunities for parents to access timely and adequate educational data regarding their child by:</p> <ol style="list-style-type: none"> Providing access to directory information and private student records via a password protected Internet portal. Distribution of individual student results from mandated testing as required by the State of Minnesota. Providing the means and opportunities to exchange information and recommendations via formal and informal communication channels and scheduled events. Annual notification of their rights to view, correct and limit access to their child’s directory information, and file a complaint in regards to the District’s handling of private and directory student records. <p>“Directory information” means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed.</p>	<p>40</p>
<p><u>Measurement Plan:</u></p> <p>Our current compliance monitoring plan for the flow of information about the district and individual students includes:</p> <ol style="list-style-type: none"> The collection of quantitative data measuring parental access to private educational data: <ol style="list-style-type: none"> Parent requests for access to the parent portal Parent portal usage Formal opportunities for parents to speak with teachers regarding their child’s educational progress Compliance with legal requirements regarding the timeliness of private educational data dissemination to parents. Compliance with notification requirements regarding parental rights to review student educational records and restrict the release of directory information. Any instance of noncompliance with #2 and #3 above will be noted in the annual monitoring report. There is an active multi-modal communications plan to generally inform parents about the District that follows research and best practices. Communication ratings by parents via our random sample scientific survey. 	
<p><u>Evidence:</u></p>	

1. Metrics that have been collected:

a. Parent Portal Accounts

- i. ~~2013 - 10,346~~
- ii. ~~2014 - 13,395~~
- iii. ~~2015 - 15,302~~
- iv. ~~2016 - 10,461~~
- v. ~~2017 - 10,702~~
- vi. ~~2018 - 10,595~~
- vii. 2019 - 13,066
- viii. 2020 - 11,310
- ix. 2021 - 9,970

b. Parent portal logins

- i. ~~From August 1st to September 15th 2012-13 - 8084~~
- ii. ~~From August 1st to September 18th 2013-14 - 43,338~~
- iii. ~~From August 1st to September 8th 2014-15 - 28,836 (Reduction, but Apple IDs and Lunch Pins and Student Passwords did not change this August)~~
- iv. ~~Parents: From August 1st to September 14, 2016 - 21,218 Students: From August 1st to September 14, 2016 - 41,612~~
- v. ~~Parents: From August 1st to September 6, 2017 - 23,620 Students: From August 1st to September 6, 2017 - 31,187~~
- vi. ~~Parents: From August 1st to September 6, 2018 - 24,415 Students: From August 1st to September 6, 2018 - 25,307~~
- vii. Parents: From August 1st to September 10, 2019 - 36,078
Students: From August 1st to September 10, 2019 - 60,344
- viii. Parents: From August 1 to September 9, 2020 - 27,883
Students: From August 1 to September 9, 2020 - 47,712
- ix. Parents: From August 1 to September 9, 2021 - 34,020
Students: From August 1 to September 9, 2021 - > 100,000

c. Formal opportunities for parents to speak with teachers regarding their child's educational progress

i. Fall Conferences (All virtual):

- 1. Elementary: October 8, 9, & 13, 2020
- 2. Middle: October 6 & 8, 2020
- 3. High: September 30, 2021, October 5, 2021 and December 7 & 11, 2020

ii. Spring Conferences (All virtual):

1. Elementary: February 9, 11, & 12, 2021
 2. Middle: February 18 & 23, 2021
 3. High: February 17 & 22, 2021 and April 29, 2021
2. The District met legal requirements regarding the timeliness of private educational data dissemination to parents. The information is included in each site's student handbook. Parents are asked to review the contents of the handbook and acknowledge their understanding at the beginning of each school year, or upon entrance to the District.
 3. The District met notification requirements regarding parental rights to review student educational records and restrict the release of directory information. The information is included in each site's student handbook. Parents are asked to review the contents of the handbook and acknowledge their understanding at the beginning of each school year, or upon entrance to the District.
 4. There were no notes on non-compliance with #2 or #3 within the report.
 5. The following are a list of current strategies the district uses to communicate with parents. These, and other strategies, are organized into a comprehensive strategic communication plan that drives the district's overall communication effort.
 - a. Parent Post electronic newsletter is sent to all parents ~~weekly on demand (Tuesday – Thursday)~~. Parent/guardian surveys indicate this e-newsletter, and the website, are the most popular sources of district news.
 - b. The district website is regularly populated with information for parents, including access to the Parent Portal, which includes information specific to students. This includes a COVID-19/~~Returning to school~~ Safe Learning Plan webpage. The website sees 80,000 to 115,000 users per month, depending on the time of year.
 - c. Inspiring News, the printed newsletter, was sent to all households in the district three times during the 2020-21 school year.
 - d. Information was shared with the media on a regular basis so it could be used as possible content in the newspaper or other media forms; ~~the district sends a Media Tips email to a list of media contacts every Wednesday~~
 - e. The Swift K12 mass messaging system was used ~~on a regular basis~~ to share urgent/emergency information with parents/guardians; principals also use the system to connect with parents. They received dozens of voice mail, email and SMS messages about learning models, technology support, COVID testing, vaccination opportunities, and meal service.
 - f. All schools utilize Constant Contact to send mobile friendly e-newsletters and announcements to parents.
 - g. The district undertakes periodic community engagement efforts to solicit input from parents and community members; including community and parent/guardian surveys. The district uses random-sample

scientific surveys, non-scientific input forms, and email questionnaires. recent efforts included school start and end times study; feedback on key elements of spring distance learning plan; feedback on proposed plans for returning to school in the fall of 2020 and strategic planning.

- ~~h. The district regularly conducts comprehensive surveys to solicit information from parents and community members. A Morris Leatherman survey was conducted in June 2020. (Note: This item moved to 2.3.3 to match Operational Interpretation)~~
 - i. The district maintains Facebook, Twitter, YouTube and Instagram sites to communicate with parents and community members who are already engaged on those platforms.
 - ~~j. In the spring of 2020 the district and high school live streamed school board and awards events using Zoom.~~
 - k. Schools use school Twitter accounts to engage with staff, parents and community members.
 - l. The district pushes important updates through school newsletters when appropriate.
 - m. The district regularly produces videos to help parents and community members see the classroom experience in action.
 - n. A district brochure and individual school brochures provide incoming parents an overview of the Eden Prairie Schools experience.
 - o. Families with incoming kindergarteners are provided with the following communications that provide an overview of the Eden Prairie Schools experience: large poster mailer, four kindergarten event opportunities throughout the year, branded kindergarten packet, follow up postcards and phone calls, kindergarten video, a confirmation email, and school event invitations from their future principal.
 - p. Prospective EP Online families could meet the head of school and learn about the school through weekly, live webinars starting in March.
 - ~~q. All schools offer a parent-focused tour experience of their schools to any incoming family. School tours for incoming families were not permitted during the 2020-21 due to COVID restrictions. Incoming kindergarten, 6th, 7th and 9th grade families had multiple opportunities for online meetings with school staff.~~
6. According to the June 2021 scientific parent survey completed by Morris Leatherman and previously presented to the board, only 2% of our parents disagreed that we did a good job of communicating. For a public school district this is an incredibly high endorsement by our parents.
- ~~7. Strategies utilized in 2019-20 to provide access and support through technology to help engage parents in their child's education:~~
- ~~a. Extended Parent Help Desk Hours During High Volume Distance Learning Support Times~~
 - ~~b. 2,319 active parents currently enrolled in Password Self-Service as of September 2020~~
 - ~~c. Parent Tech Help at Open Houses, Parent Night, Curriculum Nights, and Kindercamp through Community Education at all Elementaries.~~

<p>d. A centralized support model was implemented from March through September to support students remote learning. Technology staff provided appointments through the District Welcome Center to assist students and families with account issues, device issues, software questions, and new device deployment prior to the start of school.</p> <p>e. Parent support provided through the District Welcome Center to assist in using the Online Registration process, completing the iLearn Agreement, and obtaining Parent Portal Access.</p> <p>4. Expanded take home option for student devices for all of K-12 to allow for family flexibility during the pandemic.</p> <p>5. Kindergarten parents received information on signing iLearn agreements and creating Apple IDs at Open Houses, Kindercamp, and Kindergarten Information Nights.</p> <p>6. Due to COVID-19 iPads were prepared and distributed to all K-2 students for home use, and 35 wireless hotspots were distributed to support student distance learning.</p> <p>7. Students new to the district were targeted K-12 and technology information was distributed to them during Open Houses, Orientations, and the first day school in classrooms.</p> <p>8. The Technology Help Desk tracks parents without email addresses on file and mails their credentials to them via US Postal Service.</p> <p>7. 3,259 individual parents were helped live on the phone from August 1, 2019 to July 31, 2020 (1,341 August 1–March 22/1,918 March 23–July 31). Additionally, start of school August 1, 2020–September 9, 2020 = 1,115 parents helped live.</p> <p>8. From 7/1/2019–6/30/2020 over 80-160 voicemails were returned answering parent/student calls that were left while the help desk was closed. From 7/1/2020–9/9/2020 an additional 120 voicemails returned.</p> <p>9. Approximately 1,262 parents used the email Parent Helpline from July 1, 2019 to June 30, 2020 Parents were contacted by phone or email. From July 1, 2020–September 9, 2020 and additional 957 parents used the parent support email.</p> <p>10. Scheduled appointment services were provided for families at the District Welcome Center during targeted services and extended school year hours from June 2020 to August 2020.</p>	<p>44</p>
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	

2.3.2 Furthermore, the Superintendent shall not: Allow an environment where concerns or inquiries directed to the Superintendent are not acknowledged and subsequently handled by the district in a timely, respectful manner.

Operational Interpretation:

I interpret this policy to mean that the district must create a relationship with parents within which their issues are attended to appropriately.

Operational Definitions

“Complaints” are written report claiming a violation of a district policy

“Concerns” are an emotion that results from lack of information or clarity of communication.

“Inquiries” are an act of asking a question to resolve a personal concern.

“Timely manner” is the act of responding in an appropriate and judicious manner.

“Respectful” is a polite, professional, personal interaction.

In the normal course of business, the District will receive numerous contacts from parents regarding the district in general and their child in particular sharing inquiries or concerns. There is a District-wide expectation that inquiries and concerns are best resolved through use of the “chain of command”. Most parent issues are resolved by providing further information or clarity related to their child’s situation. Those on the front line of parental engagement (teachers, coaches, etc.) are encouraged to respond to parents as soon as possible, but preferably no more than two work-days later.

The chain of command concept relies on the belief that those closest to the inquiry or concern are best equipped to respond to it. If not receiving satisfaction, the parent has the right to contact the supervisor of the employee with whom there is a dispute...and so on until reaching the Superintendent. Attempts to bypass the “chain of command” often results in dysfunction within the organization and are discouraged.

Occasionally, parent inquiries may take the form of complaints. The school district takes seriously all concerns or complaints by parents. If a specific complaint procedure is provided within any other district policy, the specific procedure shall be followed in reference to such a complaint.

While written reports are encouraged, a complaint may be made orally.

When a complaint comes into the superintendent’s office the superintendent shall determine whether an internal or external investigation should be conducted. In either case, the superintendent or designee shall determine the nature and scope of the investigation and designate the person responsible for the investigation or follow up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate

<p>administrator concerning the status or outcome of the matter.</p> <p>The appropriate administrator shall respond to the complaining party concerning the outcome of the investigation or follow-up, including any appropriate action or corrective measure that was taken and the inquiry/concern closed.</p>	
<p><u>Justification:</u></p> <p>In the normal course of business, the District will receive numerous contacts from parents regarding the district in general and their child in particular. There is a District wide expectation that inquiries and concerns are best resolved through use of the “chain of command”.</p> <p>The chain of command concept relies on the belief that those closest to the inquiry or concern are best equipped to respond to it. If not receiving satisfaction, the parent has the right to contact the supervisor of the employee with whom there is a dispute...and so on until reaching the Superintendent. Attempts to bypass the “chain of command” often results in dysfunction within the organization and are discouraged.</p> <p>Occasionally, parent inquiries may take the form of complaints. The school district takes seriously all concerns or complaints by parents. If a specific complaint procedure is provided within any other district policy, the specific procedure shall be followed in reference to such a complaint.</p> <p>While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate.</p> <p>Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent or designee shall determine the nature and scope of the investigation and designate the person responsible for the investigation or follow up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.</p> <p>The appropriate administrator shall respond to the complaining party concerning the outcome of the investigation or follow-up, including any appropriate action or corrective measure that was taken. The superintendent or designee shall be consulted in advance of any written response when appropriate.</p> <p>This policy also requires that all parent concerns be handled respectfully. I interpret this to mean polite, professional and personal interactions as defined in Executive Limitations Policy 2.3 as a “respectful partnership”.</p>	<p>46</p>

<p>The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) or other law. (Source: MSBA Model Policy 103)</p> <p>POLICIES MANDATED BY LAW THAT CONTAIN REPORTING PROCEDURES</p> <p>The School Board has adopted the following district policies that are mandated by law. Each of the district policies listed below contain a complaint or grievance procedure with prescribed district action. Copies of district policies are available on the district website or may be requested from the Superintendent's Office.</p> <ol style="list-style-type: none"> 1. Policy 406 Public and Private Personnel Data 2. Policy 514 Bullying Prohibition 3. Policy 521 Student Disability Nondiscrimination 4. Policy 522 Student Sex Nondiscrimination 5. Policy 526 Hazing Prohibition 6. Policy 528 Student Parental, Family, and Marital Status Non-Discrimination (including Title IX grievance procedure) <p>Eden Prairie Administrators are mandated to follow the Minnesota Code of Ethics for School Administrators (Minn. Rules Part 3512.5200) with the following pertinent standards:</p> <ol style="list-style-type: none"> 1. Fulfills professional responsibilities with honesty and integrity 2. Supports the principle of due process and protects the civil and human rights of all individuals. 3. Implements the school board's policies. <p>Minnesota Rule 214.10, Subd, 1, 2, & 3 governs complaints and subsequent investigation of failure to follow the Administrator's Code of Ethics.</p>	<p>47</p>
<p><u>Measurement Plan:</u></p> <p>Our current compliance measurement plan is as follows:</p> <ol style="list-style-type: none"> 1. Track parent inquiries that are directed to and acknowledged by the Superintendent's Office. 2. Track parent inquiries or concerns that rise to the level of District Office involvement after the chain of command has been followed. 3. Track District level ongoing or unresolved parent concerns/ inquiries and those that result in an appeal to an outside governmental agency. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. There were One Hundred Nineteen (119) two hundred and seventy one (271) parent inquiries that were directed to and acknowledged by the Superintendent's Office. 2. Eight (8) thirty-seven (37) parent inquiries rose to the level of the Superintendent's office involvement after following the chain of command. 	

<p>3. There are zero (0) is one (1) unresolved or ongoing parent complaint concerns or inquiries at the District and/or appeal level.</p>	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>2.3.3 Furthermore, the Superintendent shall not: Set school policies or make major decisions without appropriate input and representation from district parents.</p>	
<p><u>Operational Interpretation:</u> I interpret “set school policies” to mean those management-level policies that encompass a broad variety of issues ranging from internal district operations to student conduct to investments and use of school district facilities and equipment. In most Districts, policies are operational interpretations of state or federal rule, best practice, or local determinations and the Eden Prairie district is no exception to this practice in terms of management-level policies. With this broad scope of policies in mind, I believe it is reasonable to seek the input and representation of parents in the following, specific areas of management-level policies not mandated by state or federal law:</p> <ol style="list-style-type: none"> 1. Students (Policy Series 500) 2. Educational Program (Policy Series 600) 3. Non-Instructional Operations and Business Services (Policy Series 700) 4. School District-Community Relations (Policy Series 900) <p>I interpret “major decisions” as those district decisions, whether policy-related or not, that are likely to incite a strong response in the community or within individual schools. Such decision areas might include: changes to building configuration, attendance boundary changes, changes to the educational program, etc. However, I am mindful that my authority to make major decisions is governed by certain Executive Limitations Policies:</p> <p><i>2.7.10. Substantially change the principal educational purpose of a school by closing or repurposing it, or by consolidating or combining it with another school without board approval</i></p> <p><i>2.7.12 Eliminate any non-state-required programs that would adversely affect our reputation and/or diminish the value of our broad-based educational opportunities without board approval.</i></p> <p>I interpret ‘appropriate input and representation’ to mean that if parental involvement is required, my administrative team will assess the circumstances of the situation and involve parents as we believe the situation merits. The following is a rough “sliding scale” of parental involvement we are likely to employ:</p> <ol style="list-style-type: none"> 1. Engage our PTO membership in a discussion about the issue. 2. Post information about the issue on the website and ask for email input. 3. Schedule parent/public input sessions about the specific topic. 	<p>48</p>

<p>4. Orchestrate a formal survey of parents.</p> <p><u>Justification:</u> My interpretation of “school policies” is justified by our shared understanding of the difference between levels of organizational policies as was clarified by Policy Governance. We share an understanding that I am responsible for creating a framework of policies that manage the inner workings of the organization and that those policies must conform to the framework of board-level governing policies as well as state and federal statutes and laws. My interpretation of “major decisions” is justified as it represents that narrow area between decisions that require board involvement (e.g. 2.7.10) and those management-level decisions that are routine in nature but still benefit from parental involvement. My interpretation of “appropriate input and representation” is justified based on a combination of the Superintendent's extensive experience in successfully involving parents in the input process and K-12 educational practices firmly grounded in research.</p> <p><u>Measurement Plan:</u> 1. Our current compliance measurement plan is to track topics that fit in this “parental involvement” category and that may require policy changes or additions during each monitoring period. Monitoring data will include a list of these areas, a description of the type of engagement implemented, and a notation if we receive significant response after the decision was made public and/or implemented.</p> <p><u>Evidence:</u> 1. Parent involvement: a. Parents were involved in the first half of the Strategic Plan process, the second half was delayed outside of the monitoring period due to COVID-19—specifically as members of the Core Planning, which provided them with a tour of our schools to observe elements of the strategic plan in action. Initial feedback from parents was positive and constructive. Feedback collected in April shaped Strategic Plan updates for the 2021-22 school year. b. Parent/guardian input was collected and analyzed for the following decisions: learning model planning for the 2020-21 school year and new school start and end times. The district sought opinions on the efficacy of learning models and communication after the start of the school year. c. Parents/guardians regularly participate on these district committees: World’s Best Workforce, Special Education Advisory Council and Early Childhood Advisory Council. Input and feedback guides ongoing decision-making, including special education learning model changes during 2020-21. Parents/guardians participated in the district’s Calendar Review Team.</p>	<p>49</p>
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<ul style="list-style-type: none"> d. Parents/guardians of various Community Education programs were surveyed and contacted via email about comfort levels and program design for starting in the fall of 2021. e. District Administration met with the PTO president's council several times throughout the year monthly from September through May to present information, hear from parents, and inform decision making. f. The Superintendent and cabinet members attended PTO parent meetings throughout the year to listen, share information, and inform our decision making. g. The superintendents and administrative staff met with racial/cultural parent groups to hear questions, concerns, and feedback. h. Comprehensive information on school start and end times was posted to the district website in coordination with a series of online meetings for parents/guardians and a review and comment process. i. The district regularly conducts comprehensive surveys to solicit information from parents and community members. A survey conducted by the firm Morris Leatherman was conducted in June 20202021. Results showed that 96% of all parent/guardians and parents/guardians of color rated the quality of the district education as excellent or good. Our exceptional quality rating was an outlier among school districts in the metro area. Most districts saw declines in their excellence ratings. 	
<p><u>Statement of Assertion:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>EL 2.3 Treatment of Parents:</p>	

Eden Prairie School District 272
Superintendent Monitoring Report

Policy Name: EL 2.6 Financial Management and Operations	Monitoring Time Frame: July 1, 2019 – June 30, 2020 July 1, 2020 - June 30, 2021	Policy Monitoring Column FOR BOARD USE ONLY Compliance rating: <ul style="list-style-type: none"> OI is/is not reasonable Data does/does not provide adequate evidence of compliance <i>Include specific evidence for rating conclusions and recommendations.</i>
Policy Quadrant: Executive Limitations	Date of School Board Monitoring: September 28, 2020 September 27, 2021	
		Board member name:
<u>Global Constraint:</u> The Superintendent shall not cause or allow the development of financial jeopardy or a material deviation of actual expenditures from the current budget without School Board approval.		<i>(enter rating and reasoning when appropriate)</i>
<u>Operational Interpretation:</u> 1. I interpret this to mean that the budget approved by the Board reflects the priorities established in the Ends policies and the Strategic Plan. Managing the district finances within the budget is adequate and reflects reasonable alignment with the Ends Policies and Strategic Plan. Adhering to the limitations set forth in this policy reflects the avoidance of financial jeopardy. That includes managing fund balance appropriately, meeting statutory obligations, and adhering to the child policies in which the board has further defined or clarified the global policy. 2. I further interpret “material deviation of actual expenditures from the current budget” to mean that the expenditures incurred will be in support of the Board’s Ends Policies and the District Strategic Plan. 3. I interpret compliance with the overall policy to mean that all six (6) policy provisions are in compliance.		51
<u>Justification:</u> 1. School districts are required to comply with MN Statute 123B.83 -Expenditure Limitations, which requires that a district must limit its expenditures so that the calculated net unreserved general fund balance or operating debt as of June 30 does not constitute Statutory Operating Debt (SOD). A school district is in SOD when it reports a year-end negative Net Unreserved General Fund Balance (NUGFB) which exceeds 2.5 percent of its unreserved/undesignated operating expenditures. (Source: MDE)		

<p>2. The School Finance Award is given annually by the Minnesota Department of Education (MDE) Division of School Finance to recognize schools for meeting statutory deadlines for submission of audited financial data, as well as select policy, fiscal and financial reporting criteria.</p>	
<p>Measurement Plan: Compliance with all provisions of the policy. Compliance will be demonstrated by:</p> <ol style="list-style-type: none"> 1. The superintendent being in compliance with all child policies 2.6.1-2.6.7; 2. The districts fund balance meets or exceeds the board determined minimum; 3. The district is recognized by the Minnesota Department of Education (MDE) for meeting statutory deadlines for submission of audited financial data, as well as select policy, fiscal and financial reporting criteria with the School Finance Award. 	
<p>Evidence:</p> <ol style="list-style-type: none"> 1. The superintendent has asserted and the board has determined EL 2.6.1-2.6.7 are in compliance, 2. For Fiscal Year (FY) 2018-19 2019-20, the district did not have a negative Net Unreserved General Fund Balance. At the conclusion of the Fiscal Year (FY) 2019-20 2020-21 audit field work, preliminary figures indicate that the district will have a positive fund balance in excess of the board minimum of 8 percent; and 3. For Fiscal Year (FY) 2018-19 2019-20 the district received the School Finance Award. 	
<p>Statement of Compliance: Report is Reasonable and Evidence supports the Operational Interpretation</p>	52
<p>2.6.1 Furthermore, the Superintendent shall not: Allow payroll or debts to be settled in an untimely manner.</p>	
<p>Operational Interpretation: I interpret this to mean the superintendent shall not permit debts to be settled in an untimely manner. The payment of school district debts in a timely manner is a key component of effective and efficient fiscal management. Late payments may realize significant additional costs to school districts (late fees and penalties) and, therefore, implementing and maintaining strict debt processing procedures and timelines is critical. In looking at industry practices 35 days is the practice for payment of an invoice upon receipt.</p>	
<p>Justification: The payment of school district debts in a timely manner is a key component of effective and efficient fiscal management. Late payments may realize significant additional costs to school districts (late fees and penalties) and, therefore, implementing and maintaining strict debt processing procedure and timelines is critical. M.S. 471.425 sets a standard for government entities of 35 days for payment from the receipt of an invoice.</p>	

<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. The Annual Audit Report, which outlines legal compliance issues including untimely payments, are furnished to the Board annually 2. An annual internal review ensures that the number of days from each invoice date of receipt to its paid date does not exceed thirty-five (35) days per M.S. 471.425. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. There were four no disbursements identified by the independent audit firm for FY 2018-19 2019-20 that were not paid within the required timeframe. This was an oversight by school district personnel and departments were reminded of the importance of this requirement. 2. The annual internal review of invoice payments shows a continued need for training and accountability for school district sites and departments. Furthermore, there were no delinquency reports or late payment charges from vendors during the fiscal year. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.2 Furthermore, the Superintendent shall not: Allow payments or other government-ordered payments or filings to be overdue or inaccurately filed.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall ensure tax payments and other government-ordered payments or filings be completed accurately and in a timely manner.</p>	53
<p><u>Justification:</u> The accurate and timely processing of tax and other government payments and filings is critical to preserve the fiscal integrity of the school district. Failure to do so could result in loss of funding, fiscal penalties, and consume significant employee time and resources.</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. The Annual Audit Report, which outlines legal compliance issues including tax payments or government ordered filings, are furnished to the Board annually. 2. An annual internal review of Sales & Use and Payroll related taxes and filings ensures that all are filed and paid when due. 	

<u>Evidence:</u> 1. The annual internal review of sales & use and payroll related taxes and filings revealed no exceptions for Fiscal Year (FY) 2019-20 2019-20. 2. Furthermore, there were neither reports of delinquency nor late payment charges incurred during the fiscal year.	
<u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation	
2.6.3 Furthermore, the Superintendent shall not: Use contingency funds greater than \$100,000 without informing the School Board.	
<u>Operational Interpretation:</u> I interpret this to mean the superintendent shall not expend contingency funds greater than \$100,000 without informing the Board.	
<u>Justification:</u> The rationale for this provision is self-evident.	
<u>Measurement Plan:</u> 1. Any single use of contingency funds which exceed \$100,000 will be reported to the school board.	54
<u>Evidence:</u> 1. No single use of contingency funds in any account exceeded \$100,000. a. The general fund contingency for FY 2019-20 2020-21 was \$100,000, of which \$71,525 \$100,000 was spent on 6 4 individual expenditures. b. The capital fund contingency for FY 2019-20 2020-21 was \$100,000 \$65,000, of which \$100,000 \$62,431 was spent on 10 4 individual expenditures. c. The staffing contingency for FY 2019-20 2020-21 was \$250,000, of which \$155,000 \$0 was spent to address class size or staffing issues. <i>Instead of utilizing staffing contingency during the pandemic, federal resources such as CARES and ESSER funding supported additional staffing needs to maintain low class sizes and provide for additional staffing that supported students and services.</i>	
<u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation	

2.6.4 Furthermore, the Superintendent shall not: Acquire, encumber, or dispose of real property without School Board approval.	
<u>Operational Interpretation:</u> 1. I interpret this to mean the Superintendent shall not purchase, agree to purchase, or sell any real property belonging to Eden Prairie Schools without board approval. a. “Real Property” is defined as “A building or structure shall include the building or structure itself, together with all improvements or fixtures annexed to the building or structure, which are integrated with and of permanent benefit to the building or structure, regardless of the present use of the building, and which cannot be removed without substantial damage to itself or to the building or structure.” (MN Statute 272.03.b.)	
<u>Justification:</u> The school board is the governing body of the school district. As such, the school board has the responsibility for the care, management, and control over public schools in the school district. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.	
<u>Measurement Plan:</u> 1. This policy shall be measured by the avoidance of the limitations set forth in this policy.	
<u>Evidence:</u> 1. No purchases, sales, or agreements to purchase or sell real property occurred in FY- 2019-20 2020-21.	
<u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation	55
2.6.5 Furthermore, the Superintendent shall not: Lease real property or remodel leased real property without School Board approval.	
<u>Operational Interpretation:</u> 1. I interpret this to mean the Superintendent shall not lease or remodel real property without board approval. a. Districts may levy for leased facilities when the leased facility would be economically advantageous. The facilities must be used for instructional purposes. The district may also lease space for purposes other than instruction, including but not limited to office or storage space (Minn. Stat. § 126C.40). b. Remodel is often broadly used to describe any kind of significant physical change to the character or use of a space. c. “Real Property” is defined as “A building or structure shall include the building or structure itself, together with all improvements or fixtures annexed to the building or structure, which are integrated with and of permanent benefit to the building or structure, regardless of the present use of the building, and which cannot be removed without substantial damage to itself or to the building or structure.” (MN Statute 272.03.b.)	

<p><u>Justification:</u> The school board is the governing body of the school district. As such, the school board has the responsibility for the care, management, and control over public schools in the school district. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.</p>	
<p><u>Measurement Plan:</u> 1. This policy shall be measured by the avoidance of the limitations set forth in this policy.</p>	
<p><u>Evidence:</u> 1. No new leases were entered into during FY 2019-20 2020-21. The district has existing leases including but not limited to: a. City of Eden Prairie located at the City Center houses the TASSEL program and Community Education. b. City of Eden Prairie located at the Community Center for the Ice Arena, Locker Rooms, Coaches Room and Swimming Pools. c. Mariucci Arena for graduation.</p>	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.6 Furthermore, the Superintendent shall not: Allow receivables to remain unpursued after a reasonable grace period.</p>	56
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall ensure district receivables are pursued in an effective and efficient manner. The collection of receivables is an important component of a healthy financial system in any school district. Timely attention to outstanding receivables improves the likelihood of successfully collecting the receivables, positively influences cash-flow, and ensures budgeted revenues are met (or exceeded).</p>	
<p><u>Justification:</u> The collection of receivables is an important component of a healthy financial system in any school district. Timely attention to outstanding receivables improves the likelihood of successfully collecting the receivables, positively influences cash-flow, and ensures budgeted revenues are met (or exceeded).</p>	
<p><u>Measurement Plan:</u> 1. Receivables which remain unpaid after 18 months are to be written off or pursued by a collection agency. However, receivables older than 18 months may remain on the ledger for an additional 12 months if the District and auditors deem them potentially collectable.</p>	

<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. Receivables are reviewed monthly for collection and as of June 30, 2021 there are no receivables on the ledger aged over 18 months. 2. As of June 30, 2020, there is one receivable with a balance of \$235 on the ledger aged over 18 months. A payment plan is in place. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence supports the Operational Interpretation</p>	
<p>2.6.7 Furthermore, the Superintendent shall not: Allow fee-based relationships in excess of \$100,000 annually to continue beyond 3 years without a formal review that includes an analysis of contract fees and performance.</p>	
<p><u>Operational Interpretation:</u></p> <ol style="list-style-type: none"> 1. I interpret this to mean that the Superintendent shall monitor fee-based relationships to the extent to which the District expends amounts in excess of \$100,000 per year during any three-year period. 2. Furthermore, if fee-based relationship monitoring indicates that the annual expenditure or sharing of dividends exceeded \$100,000 per year for three consecutive years, the Superintendent will initiate a formal review of the business relationship to include the analysis of contract fees and overall financial performance. 	
<p><u>Justification:</u> The \$100,000 threshold was established when it mirrored Minnesota Statute 471.345 Uniform Municipal Contracting Law. The threshold changed in August 2018 to \$175,000.</p>	57
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. Fee based relationships which meet or exceed these thresholds are identified annually and evaluated at least every 3 years using industry best practices. 	

<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. While all vendors are held to and meet high standards, the following fee-based relationships have been identified as subject to administrative review: <ol style="list-style-type: none"> a. Insurance Consultants b. OPEB Trustee c. Banking d. Architect e. Construction Management Company f. The Insurance Consultants, OPEB Trustee, and Banking relationship fee-based agreements currently in place with the identified vendors exceeded \$100,000 \$175,000 threshold during the evaluation period. g. The Architect hired for Designing Pathways exceeded the \$100,000 \$175,000 threshold for FY-2019-20 2020-21. Additionally, the Construction Management Company hired to manage the Designing Pathways project also exceeded the \$100,000 \$175,000 threshold for FY-2019-20 2020-21. Both of these fee-based arrangements are for a one-time project and terminate upon completion of the project. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>Board member's summarizing comments:</p>	

Record of Board Self-Evaluation
Governance Process and Board Management Delegation Policies
July 1, 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

BMD 3.2

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.

BMD 3.3

POLICY		METHOD	FREQUENCY	MONTH
Ends				
1.0	Eden Prairie public schools exist so that each student obtains an education that prepares them for their next stage of life in a manner that justifies the resources expended.	Internal	Annually	
1.1	Each student graduates and is academically prepared to progress to multiple opportunities after high school.	Internal	Annually	
1.2	Each student 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

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 -MSBA Phase 2 Completed 12/17/20 -Public Statement Completed 12/14/20 -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

GP 4.5

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

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		<p>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.</p>	<p>-MSBA Phase 1 Completed 12/8/20</p> <p>-MSBA Phase 2 Completed 12/17/29</p> <p>-Public Statement Completed 12/14/20</p> <p>-Intro to Policy Governance Training Completed 1/17/21</p>
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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				

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

GP 4.8

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.8 Board Committee Structure	Sept 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

GP 4.10

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:

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
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BOARD-MANAGEMENT DELEGATION (BMD) POLICIES					
3.0 Single Point of Connection	09.27.21				
3.0 Single Point of Connection	11.23.20	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.	81 Public Statement Completed 12/14/20
3.1 Unity of Control	09.27.21				
3.1.1	09.27.21				
3.1.2	09.27.21				
3.1.3	09.27.21				
3.2 Delegation to the Superintendent	09.27.21				
3.2.1	09.27.21				
3.2.2	09.27.21				
3.2.3	09.27.21				
3.2.4	09.27.21				

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
3.2.3	11.23.20	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 82
3.3 Superintendent Accountability and Performance	09.27.21				
3.3.1	09.27.21				
3.3.2	09.27.21				
3.3.3	09.27.21				
3.3.4	09.27.21				
3.3.5	09.27.21				
4.0 Global Governance Commitment	10.25.21				
4.0.1	10.25.21				
4.0.2	10.25.21				

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.1 Governing Style	10.25.21				
4.1.1	10.25.21				
4.1.2	10.25.21				
4.1.3	10.25.21				83
4.1.4	10.25.21				
4.1.5	10.25.21				
4.1.6	10.25.21				
4.2 School Board Job Products	10.25.21				
4.2.1	10.25.21				
4.2.2	10.25.21				
4.2.2 - A	10.25.21				
4.2.2 - B	10.25.21				
4.2.2 - C	10.25.21				
4.2.2 - D	10.25.21				
4.2.3	10.25.21				
4.3 Annual Work Plan	10.25.21				
4.3.1	10.25.21				
4.3.2	10.25.21				
4.3.3	10.25.21				

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.4 Officer Roles	09.27.21				
4.4.1	09.27.21				
4.4.1.1	09.27.21				
4.4.1.2	09.27.21				84
4.4.1.3	09.27.21				
4.4.1.4	09.27.21				
4.4.1.5	09.27.21				
4.4.1.6	09.27.21				
4.4.1.7	09.27.21				
4.4.1.8	09.27.21				
4.4.1.9	09.27.21				
4.4.2	09.27.21				
4.4.3	09.27.21				
4.4.4	09.27.21				
4.5 School Board Members' Code of Conduct	09.27.21				
4.5.1	09.27.21				
4.5.2	09.27.21				
4.5.2.1	09.27.21				
4.5.2.2	09.27.21				

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.5.2.3	09.27.21				
4.5.3	09.27.21				
4.5.3.1	09.27.21				
4.5.3.2	09.27.21				
4.5.4	09.27.21				85
4.5.5	09.27.21				
4.5.6	09.27.21				
4.5.7	09.27.21				
4.5.8	09.27.21				
4.5.8.1	09.27.21				
4.5.8.2	09.27.21				
4.5.8.3	09.27.21				
4.5.8.4	09.27.21				
4.5.8.5	09.27.21				
4.5.8.6	09.27.21				
4.5.8.7	09.27.21				
4.5 School Board Members' Code of Conduct	03.22.21	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	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	-MSBA Phase 1 Completed 12/8/20
4.5.1	03.22.21	Yes			
4.5.2	03.22.21	Yes			

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.5.2.1	03.22.21	Yes	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.	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 2 Completed 12/17/20 -Public Statement Completed 12/14/20 -Intro to Policy Governance Training Completed 1/17/21
4.5.2.2	03.22.21	Yes			
4.5.2.3	03.22.21	Yes			
4.5.3	03.22.21	Yes			
4.5.3.1	03.22.21	Yes			
4.5.3.2	03.22.21	Yes			
4.5.4	03.22.21	Yes			
4.5.5	03.22.21	Yes			
4.5.6	03.22.21	Yes			
4.5.7	03.22.21	Yes			
4.5.8	03.22.21	Yes			
4.5.8.1	03.22.21	Yes			
4.5.8.2	03.22.21	Yes			
4.5.8.3	03.22.21	Yes			
4.5.8.4	03.22.21	Yes			
4.5.8.5	03.22.21	Yes			
4.5.8.6	03.22.21	Yes			
4.5.8.7	03.22.21	Yes			

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.6 Process for Addressing School Board Member Violations	09.27.21				
4.6.1	09.27.21				87
4.6.2	09.27.21				
4.6.3	09.27.21				
4.6.4	09.27.21				
4.6.4.1	09.27.21				
4.6.4.2	09.27.21				
4.6.4.2	11.09.20	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	-MSBA Phase 1 Completed 12/8/20 -MSBA Phase 2 Completed 12/17/29 -Public Statement Completed 12/14/20 -Intro to Policy Governance Training Completed 1/17/21

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
				bring forward a public statement regarding these violations for consideration for entry into the public record at the December 14, 2020 Board meeting.	88
4.7 School Board Committee Principles	09.27.21				
4.7.1	09.27.21				
4.7.2	09.27.21				
4.7.3	09.27.21				
4.7.4	09.27.21				
4.8 School Board Committee Structure	09.27.21				
4.8.1	09.27.21				
4.8.2	09.27.21				
4.8.3	09.27.21				
4.8.4	09.27.21				

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.9 Governance Investment	10.25.21				
4.9.1	10.25.21				
4.9.1.1	10.25.21				
4.9.1.2	10.25.21				89
4.9.1.3	10.25.21				
4.9.2	10.25.21				
4.9.3	10.25.21				
4.10 Operation of the School Board Governing Rules					
4.10.1	09.27.21				
4.10.1.1	09.27.21				
4.10.1.2	09.27.21				
4.10.1.3	09.27.21				
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			

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

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.10.1.2	Nov 9, 2020	No			
4.10.1.3	Nov 9, 2020	No			

**Record of Board Policy Monitoring
Ends and Executive Limitations
July 1, 2020 – June 30, 2021**

Monitoring 2020-2021 School Year Data

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

Policy	School Year	Operational Interpretation – Reasonable or not?		Evidence – demonstrates expected progress?		Date to bring back the district’s plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
ENDS							
1.1 Each student graduates and is academically prepared to progress to multiple opportunities after high school	2020-21	Yes 06/22/20	Yes 06/22/20				91
1.1.1 Each student is reading at grade level by the end of third grade	2020-21	Yes 06/22/20	Yes 06/22/20				
1.1.2 Each student achieves individual growth expectations and proficiency annually in, but not limited to, Language Arts, Math and Science	2020-21	Yes 06/22/20	Yes 06/22/20				

1.1.3 Each student receives a broad-based education that exceeds the Minnesota State Graduation Requirements	2020-21	Yes 06/22/20	Yes 06/22/20				
1.2 Each student demonstrates the 21 st century skills needed to succeed in the global economy	2020-21	Yes 06/22/20	Yes 06/22/20				
1.3 Each student demonstrates the knowledge that citizens and residents of the United States need to contribute positively to society	2020-21	Yes 06/22/20	Yes 06/22/20				92

Policy	Date	Operational Interpretation – Reasonable or not?		Evidence – supports Operational Interpretation or not?		Date to re-monitor if either the OI is Not Reasonable or if Evidence doesn’t support OI	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
EXECUTIVE LIMITATIONS							
EL 2.0 Global Executive Constraint	12/13/21						
EL 2.1 Emergency Superintendent Succession	08/23/21	Yes	Yes	Yes	Yes	Yes	Yes
EL 2.2 Treatment of Students	08/23/21	Yes	Yes	Yes	Yes	Yes	Yes
EL 2.3 Treatment of Parents	09/27/21						
EL 2.4 Treatment of Staff	10/25/21						93
EL 2.5 Financial Planning and Budgeting	12/13/21						
EL 2.6 Financial Management and Operations	09/27/21						
EL 2.7 Asset Protection	08/23/21	Yes	Yes	Yes	Yes	Yes	Yes
EL 2.8 Compensation and Benefits	10/25/21						
EL 2.9 Communication and Support to the School Board	11/22/21						

**Record of Board Policy Monitoring
Ends and Executive Limitations
July 1, 2021 – June 30, 2022**

Monitoring 2021-2022 School Year Data

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

Policy	School Year	Operational Interpretation – Reasonable or not?		Evidence – demonstrates expected progress?		Date to bring back the district’s plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding	Superintendent Assertion	Board Finding		
ENDS							
1.1 Each student graduates and is academically prepared to progress to multiple opportunities after high school	2021-22	Yes 6/28/21	Yes 6/28/21				
	2022-23						94
1.2 Each student is reading at grade level by the end of third grade	2021-22	Yes 6/28/21	Yes 6/28/21				
	2022-23						
1.3 Each student achieves individual growth expectations and proficiency annually in, but not limited to, Language Arts, Math and Science	2021-22	Yes 6/28/21	Yes 6/28/21				
	2022-23						

1.4 Each student receives a broad-based education that exceeds the Minnesota State Graduation Requirements	2021-22	Yes 6/28/21	Yes 6/28/21				
	2022-23						
1.5 Each student demonstrates the 21 st century skills needed to succeed in the global economy	2021-22	Yes 6/28/21	Yes 6/28/21				
	2022-23						
1.6 Each student demonstrates the knowledge that citizens and residents of the United States need to contribute positively to society	2021-22	Yes 6/28/21	Yes 6/28/21				95
	2022-23						

Resolution of Acceptance of Donations

BE IT RESOLVED by the School Board of Independent School District No. 272 that the School Board accepts with appreciation the following contributions and permits their use as designated by the donors:

Eden Lake Elementary:

- Donation of \$20.00 – Charities Aid Foundation of America (CAF America) c/o CyberGrants, Andover, MA – funds to be used for supplemental supplies
-

Oak Point Elementary:

- Donation of \$25.00 – Mr. Koteeswaran (Eden Prairie) – funds to be used to support school programs, field trips, and classroom supplies
- Donation of \$100.00 – Mrs. Al-Yousifi (Eden Prairie) – funds to be used for support of school programs, field trips and classroom supplies

SUPERINTENDENT CONSENT AGENDA

A. Semi-Monthly Reports

HUMAN RESOURCES

1. Human Resources – Principals

a. Change in Assignment

Kremer, Nicholas – From Director of Curriculum & Learning, to Interim Principal of EP Online, ASC, 8 hours/day, 5 days/week, 221 days/year, effective 8/26/2021 through 6/30/2022.

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

a. New Hires

b. Change in Assignment

Birno, Lisa – From TOSA – Instructional Coach, to Interim Director of Curriculum and Learning, ASC, 8 hours/day, 5 days/week, 220 days/year, effective 8/27/2021 through 6/30/2022.

c. Resignation/Retirements

Diaz, Raymond – Director of EP Online, ASC, effective 9/8/2021.

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

a. Change in Assignment

Konopa, Krista – From Eagle Zone Program Lead, to School Age Care Supervisor, Community Education, 8 hours/day, 5 days/week, 260 days/year, effective 9/13/2021.

b. Resignation/Retirements

Cowan, Elizabeth – Staffing Coordinator, Administrative Services Center, effective 9/23/2021.

Kison, Kelly – Marketing Communications Coordinator, Administrative Services Center, effective 9/22/2021.

4. Human Resources – Licensed Staff

a. New Hires

Aaron, Jennavieve – Kindergarten Teacher, 1.0 FTE, EP Online, effective 8/30/2021.

Adams, Natasha – Math Teacher, EP Online, effective 9/8/2021.

Ashburn, Kendra – Grade 3 Long Term Substitute, 1.0 FTE, Oak Point Elementary, effective 8/30/2021 through 11/10/2021.

Barthelemy, Erika – Visual Arts Teacher, .958 FTE, Central Middle School and EP Online, effective 8/30/2021.

Bednar, William – Social Studies, 1.0 FTE, Eden Prairie High School, effective 8/30/2021.

Breeding, Rebecca – Special Education, 1.0 FTE, Eden Prairie High School, effective 8/30/2021.

Chermack, Shelly – High School Math Teacher, EP Online, effective 9/8/2021.

Christenson, Madison – Language Arts Teacher, .333 FTE, EP Online, effective 9/8/2021.

Cornwell, Kelsey – English, 1.0 FTE, Eden Prairie High School, effective 8/30/2021.

Cushing, Kasie – Elementary Education Teacher, 1.0 FTE, EP Online, effective 9/20/2021.

Frantz, Phoebe – Kindergarten Teacher, 1.0 FTE, Forest Hills Elementary, effective 8/30/2021.

Gargulak, Katie – High School Social Studies, EP Online, effective 8/30/2021.

Han-Paulsen, Xiao – Middle School/High School Chinese, EP Online, effective 8/30/2021.

Haut, Madeline – Elementary Art Teacher, 0.917 FTE, District Wide, effective 8/30/2021.

Jensen, Verita – Special Education Teacher, 1.0 FTE, EP Online, effective 9/27/2021.

Jordan, Yaureybo – Theatrical Tech, .167 FTE, EP Online, effective 8/30/2021.

Keyho, Heidi – Grade 6, 1.0 FTE, Central Middle School, effective 8/30/2021.

Lochner, Erin – Grade 5, 1.0 FTE, EP Online, effective 9/8/2021.

Miranda, Melissa – Elementary Classroom Teacher, 1.0 FTE, Eagle Heights Spanish Immersion, effective 8/30/2021.

MacLean, Lara – Music Teacher, 0.887 FTE, District Wide, effective 8/30/2021.

Miller, Kristine – Health and Physical Sciences Teacher, .333 FTE, EP Online, effective 9/8/2021.

O'Brien, Rose – Grade 1 Long Term Substitute, 1.0 FTE, EP Online, effective 8/30/2021 through 11/16/2021.

Pauly, Halle – Elementary Classroom Teacher, 1.0 FTE, EP Online, effective 8/30/2021.

Prouty, Christian – High School Science Teacher, EP Online, effective 9/1/2021.

Reid, Colleen – Physical Education Teacher, .50 FTE, Eden Lake Elementary, effective 9/8/2021.

Roath, Catherine – High School Social Studies Teacher, .167 FTE, EP Online, effective 8/30/2021.

Rocksusto-Watkins, Jennifer – Art, 0.5 FTE, Eden Prairie High School, effective 9/22/2021.

Rynda, Kristine – Grade 4 Teacher, 1.0 FTE, EP online, effective 9/8/2021.

Stadem, Patricia – Kindergarten Teacher – Long Term Substitute, 1.0 FTE, Oak Point Elementary, effective 9/20/2021 through 12/16/2021.

Thoresen, Scott – Social Studies, 1.0 FTE, Eden Prairie High School, effective 8/30/2021.

Tushie, Sherrill – High School Science Teacher, EP Online, effective 8/30/2021.

Vonderharr, Alicia – High School English Teacher, EP Online, effective 8/30/2021.

Vue, Cheelu – English, 1.0 FTE, Eden Prairie High School, effective 8/30/2021.

Westrom, Kristy – Grade 4 Teacher, 1.0 FTE, EP Online, effective 8/9/2021.

Wiseman, Rebecca – Middle School English Teacher, .167 FTE, EP Online, effective 9/8/2021.

Yurecko, April – Elementary Interventionist, .50 FTE, Prairie View Elementary, effective 9/8/2021.

b. Change in Assignment

Meyer, Susan – From TOSA Title 1 Reading Specialist, to Elementary Education Teacher, 1.0 FTE, EP Online, effective 8/30/2021.

c. Resignation/Retirements

Brandt, Paul – Special Education, 1.0 FTE, Eden Prairie High School, effective 6/1/2021.

Carlson, Sandra – Speech/Language Pathologist, .80 FTE, Forest Hills Elementary, effective 9/10/2021.

Cichy, Amanda – Special Education – Work Experience, 1.0 FTE, TASSEL, effective 6/1/2021.

Ebersviller, Jenna – English, 1.0 FTE, Eden Prairie High School, effective 6/1/2021.

Schuler, Amy – Social Studies, 1.0 FTE, Eden Prairie High School, effective 6/1/2021.

5. Human Resources – Classified Staff

a. New Hires

BUILDING SERVICES

Fokken, Kim – Custodian (Night, Non-Licensed), Eden Prairie High School, 8 hours/day, 5 days/week, 260 days/year, effective 8/19/2021.

Janes, John – Custodian (Night, Non-Licensed), Eden Prairie High School, 10 hours/day, 4 days/week, 208 days/year, effective 9/8/2021.

Martinez Marquina, Carlos – Custodian (Night, Non-Licensed) Oak Point Elementary, 8 hours/day, 5 days/week, 260 days/year, effective 9/1/2021.

Raygor, Danielle – Day Custodian, Oak Point Elementary, 8 hours/day, 5 days/week, 260 days/year, effective 9/1/2021.

Sanchez Sanchez, Miguel – Custodian (Night, Non-Licensed), Oak Point Elementary, 8 hours/day, 5 days/week, 260 days/year, effective 8/30/2021.

CLASS

Abdulrazak, Zeynah – Cultural Liaison, District Wide, 8 hours/day, 5 days/week, 185 days/year, effective 8/30/2021.

Bates, Lucas – Eagle Zone Program Lead, Community Education, 8 hours/day, 5 days/week, 260 days/year, effective 8/25/2021.

Gardner, Jada – Cultural Liaison – African American, Administrative Services Center, 8 hours/day, 5 days/week, 191 days/year, effective 9/8/2021.

Gladue, Shelby – Office Professional – Deans, Eden Prairie High School, 7.75 hours/day, 5 days/week, 190 days/year, effective 8/23/2021.

Mitchell, Brandon – Communications Specialist, Administrative Services Center, 8 hours/day, 5 days/week, 260 days/year, effective 9/7/2021.

Moen, Theresa – Due Process Clerk, Central Middle School, Cedar Ridge Elementary, 7 hours/day, 5 days/week, 181 days/year, effective 8/30/2021.

Stroessner, John – Eagle Zone Program Lead, Community Education, 8 hours/day, 5 days/week, 260 days/year, effective 8/23/2021.

FOOD SERVICE

Coble, Hali – Food Service Assistant I, Central Middle School, 4 hours/day, 5 days/week, 177 days/year, effective 9/8/2021.

Miller, Erika – Production Cook, Eden Prairie High School, 5 hours/day, 5 days/week, 177 days/year, effective 9/8/2021.

Noel, Ashley – Food Service Assistant I – Campus Cuisine, Eden Prairie High School, 7 hours/day, 5 days/week, 177 days/year, effective 9/8/2021.

Ososki, Elaine – Food Service Assistant I, Central Middle School, 4 hours/day, 5 days/week, 177 days/year, effective 9/8/2021.

Pauly, Lekha – Food Service Assistant I, Central Middle School, 4.5 hours/day, 5 days/week, 177 days/year, effective 9/8/2021.

Wood, Lisa – Food Service Assistant I – Cashier, Prairie View Elementary, 4.5 hours/day, 5 days/week, 177 days/year, effective 9/8/2021.

MSEA

Anderson, Alison – Special Education Paraprofessional, Eden Lake Elementary, 5 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Chang, Jessica – Little Eagles Preschool Paraprofessional, Community Education, working 3.75 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Chhuor, Chansamrang – Student Supervisor, Central Middle School, 3 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Clay, John – Eagle Zone Program Assistant, Community Education, 5.67 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Coutts, Andrew – Special Education Paraprofessional, Eden Prairie High School, 6.5 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Ghosh, Sayanti – Little Eagles Preschool Paraprofessional, Community Education, working 4.75 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Gould, Amanda – Little Eagles Preschool Paraprofessional, Community Education, working 7.65 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Hoeschen, Colette – Little Eagles Preschool Paraprofessional, Community Education, working 2 hours/day, 4 days/week, 143 days/year, effective 9/8/2021.

Kosteliz, Sarah – Eagle Zone Program Assistant, Community Education, working 1.5 hours/day, 5 days/week, 172 days/year, effective 9/13/2021.

Lee, Krista – Lunchroom/Playground and Kindergarten Paraprofessional, Eagle Heights Spanish Immersion and Oak Point Elementary, working 5.5 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Munoz Lezama, Montserrat – Kindergarten Paraprofessional and Crossing Guard, Eagle Heights Spanish Immersion and Oak Point Elementary, working 3 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Munroe, Adryana – Little Eagles Preschool Paraprofessional, Community Education, 6.25 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Raut, Pallavi – Little Eagles Preschool Paraprofessional, Community Education, 3.75 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Roland, Gabriella – Little Eagles Preschool Paraprofessional, Community Education, 3.75 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Stroud, Madeline – Lunchroom Paraprofessional, Eagle Heights Spanish Immersion, 3 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

PRESCHOOL TEACHERS

Anthony, Holly – Little Eagles Preschool Teacher, 0.465 FTE, Community Education, effective 8/30/2021.

Cretinon, Samantha – Little Eagles Preschool Teacher, 0.906 FTE, Community Education, effective 8/30/2021.

Henderson, Caroline – Little Eagles Preschool Teacher, 0.906 FTE, Community Education, effective 8/30/2021.

Henry, Melissa – Little Eagles Preschool Teacher, 0.384 FTE, Community Education, effective 8/30/2021.

Jethwa, Riddhi – Little Eagles Preschool Teacher, 0.465 FTE, Community Education, effective 8/30/2021.

Kalliguddi, Ashwini – Little Eagles Preschool Teacher, 0.247 FTE, Community Education, effective 8/30/2021.

Kostilez, Sarah – Little Eagles Preschool Teacher, 0.355 FTE, Community Education, effective 9/8/2021.

May, Anne – Little Eagles Preschool Teacher, 0.992 FTE, Community Education, effective 9/3/2021.

Pedersen, Dylan – Little Eagles Preschool Teacher, 0.991 FTE, Community Education, effective 8/30/2021.

TRANSPORTATION

Bobo, Bonnie – Bus Driver, Transportation, 4.21 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Ibarra, Nicholas – Bus Driver, Transportation, 5.56 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Klaseus, Steven – Bus Driver, Transportation, 4.96 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Mohamed, Yonis – Bus Driver, Transportation, 4.56 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Schwebach, Julie – Bus Driver, Transportation, 7.13 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Wood, Brett – Bus Driver, Transportation, 5.18 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

b. Change in Assignment

CLASS

Alexander, Deja – From Engagement Paraprofessional, to Cultural Liaison – African American, Administrative Services Center, 8 hours/day, 5 days/week, 191 days/year, effective 8/30/2021.

Schild, Colin – From Mathematics Teacher, to Data Support, Eden Prairie High School, effective 8/30/2021 through 6/10/2022.

Velarde, David – Eagle Zone Program Lead, Community Education, 8 hours/day, 5 days/week, 260 days/year, effective 9/20/2021.

MSEA

Chester, Holly – Special Education Paraprofessional, Cedar Ridge Elementary, 6 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

De Santiago Contreras, Carlos – Special Education Paraprofessional, Oak Point Elementary, 5 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

Jay, Sandra – Little Eagles Preschool Paraprofessional, 6.5 hours/day, 5 days/week, 178 days/year, effective 10/4/2021.

TRANSPORTATION

Halseth, Laura – From Food Service Assistant I, to Bus Driver, Transportation, 4.98 hours/day, 5 days/week, 178 days/year, effective 9/8/2021.

c. Resignation/Retirements

BUILDING SERVICES

Culver, Dean – Custodian (Licensed), Eden Prairie High School, effective 9/30/2021.

Herrera, Maria – Custodian (Night, Non-Licensed), Forest Hills Elementary, effective 8/19/2021.

CLASS

Knothe, Martine – Office Professional – Counselors, Eden Prairie High School, effective 10/1/2021.

Luhman, Morgan – Eagle Zone Program Lead, Community Education, effective 10/5/2021.

Peltier, Holly – Office Professional – Deans, Eden Prairie High School, effective 8/31/2021.

Stull, Chelsea – Building Supervisor, Community Education, effective 6/15/2021.

Swenson, Joshua – Technology Support Specialist, Administrative Services Center, effective 9/22/2021.

MSEA

Abdihakim, Maryama – Lunchroom/Playground Paraprofessional, Prairie View Elementary, effective 5/28/2021.

Carvajal, Maria – Kindergarten Paraprofessional, Eagle Heights Spanish Immersion, effective 5/28/2021.

Davare, Nina – Special Education Paraprofessional, Central Middle School, effective 7/16/2021.

Dryer, Kelly – Student Supervisor, Central Middle School, effective 10/1/2021.

Huiras, Julie – Lunchroom Paraprofessional, Oak Point Elementary, effective 9/10/2021.

Jones, Kiara – Special Education Paraprofessional, Eden Lake Elementary, effective 5/28/2021.

Klaas-Baker, Martha – Special Education Paraprofessional, Forest Hills Elementary, effective 5/28/2021.

Kosteliz, Sarah – Eagle Zone Program Assistant, Community Education, effective 9/13/2021.

LaGrange, Lyndsey – Playground Paraprofessional, Cedar Ridge Elementary, effective 5/28/2021.

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

Ray, Arpita – Special Education Paraprofessional, Central Middle School, effective 5/28/2021.

Reimringer, Christine – Special Education Paraprofessional, Oak Point Elementary, effective 5/28/2021.

Shah, Sheetal – Educational Paraprofessional, EP online, effective 5/28/2021.

Wood, Natalie – Eagle Zone Program Assistant, Community Education, effective 5/28/2021.

PRESCHOOL TEACHERS

Kosteliz, Sarah – Little Eagles Preschool Teacher, Community Education, effective 9/13/2021.

TRANSPORTATION

Bailey, Terrance – Mechanic, Transportation, effective 8/30/2021.

Duchon, Douglas – Bus Driver, Transportation, effective 8/23/2021.

Ratemo, Louis – Bus Driver, Transportation, effective 8/23/2021.

Board Business

General Consent Agenda

Approval of Payments, all funds, August 2021

Check #410567-410788	\$2,401,316.47
Electronic Disbursements	\$6,294,571.99
TOTAL	\$8,695,888.46

Acknowledgment of Electronic Transfers August 2021

INVEST DATE	FROM	TO	INTEREST RATE	MATURITY DATE	PRINCIPAL
07/26/2021	PMA Financial	MNTrust	.030%	08/25/2021	\$6,000,147.95
07/26/2021	PMA Financial	MNTrust	.030%	08/25/2021	\$2,000,049.32
07/26/2021	PMA Financial	MNTrust	.030%	08/25/2021	\$2,000,049.32
07/26/2021	PMA Financial	MNTrust	.030%	08/25/2021	7,500,184.94
07/23/2019	PMA Financial	MNTrust	2.112%	8/27/2021	\$249,547.57
07/23/2019	PMA Financial	MNTrust	1.750%	8/27/2021	\$249,643.63
07/23/2019	PMA Financial	MNTrust	1.801%	08/27/2021	\$249,692.85
07/23/2019	PMA Financial	MNTrust	1.797%	08/27/2021	\$249,675.26

EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: June-21

REVENUES/TRANSFERS IN (BY SOURCE CODE)					
SOURCE	DESCRIPTION	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 26,094,570	\$ 26,145,086	99.81%	98.85%
021-040	TUITION	-	70,000	0.00%	56.36%
041-089	FEES & ADMISSIONS	355,904	416,968	85.36%	76.54%
090-199	MISC REVENUE	1,378,884	927,000	148.75%	151.23%
200-399	STATE AID	83,767,752	82,737,316	101.25%	102.10%
400-499	FEDERAL PROGRAMS	9,439,879	5,667,471	166.56%	129.34%
600-649	SALES	26,487	56,100	47.21%	121.18%
		\$ 121,063,476	\$ 116,019,941	104.35%	102.11%
	CAPITAL OUTLAY	12,749,736	12,411,809	102.72%	97.41%
	STUDENT ACTIVITIES	438,811	1,800,000	24.38%	71.69%
	MEDICAL ASSISTANCE	175,160	150,000	116.77%	59.61%
	SCHOLARSHIPS	12,000	8,500	141.18%	#DIV/0!
Revenue Notes:					

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)					
OBJECT	DESCRIPTION	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 73,825,801	\$ 76,107,123	97.00%	98.26%
200	BENEFITS	23,719,674	24,579,929	96.50%	100.90%
300	PURCHASED SVCS	10,254,502	9,394,435	109.16%	106.82%
400	SUPPLIES & EQUIPMENT	4,787,968	5,969,258	80.21%	119.62%
800	OTHER EXPENSES	621,180	659,969	94.12%	85.74%
900	TRANSFERS & CONTINGENCY	614,438	418,064	146.97%	124.18%
		\$ 113,823,563	\$ 117,128,778	97.18%	100.01%
	CAPITAL OUTLAY	11,678,360	12,000,315	97.32%	99.74%
	STUDENT ACTIVITIES	421,235	1,800,000	23.40%	70.09%
	MEDICAL ASSISTANCE	186,050	175,654	105.92%	72.86%
	SCHOLARSHIPS	11,500	20,620	55.77%	#DIV/0!
Expenditure Notes:					

**EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Jul-21**

REVENUES/TRANSFERS IN (BY SOURCE CODE)					
SOURCE	DESCRIPTION	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 213,400	\$ 26,927,015	0.79%	3.61%
021-040	TUITION	-	60,000	0.00%	-3.35%
041-089	FEES & ADMISSIONS	50,960	644,150	7.91%	0.00%
090-199	MISC REVENUE	(122,429)	833,770	-14.68%	-18.45%
200-399	STATE AID	113,021	82,789,885	0.14%	0.02%
400-499	FEDERAL PROGRAMS	-	5,879,753	0.00%	-1.75%
600-649	SALES	595	56,100	1.06%	0.00%
		\$ 255,546	\$ 117,190,673	0.22%	0.66%
	CAPITAL OUTLAY	(117,405)	14,424,564	-0.81%	-0.17%
	STUDENT ACTIVITIES	617,138	1,500,000	41.14%	0.16%
	MEDICAL ASSISTANCE	(5,090)	150,000	-3.39%	-8.12%
	SCHOLARSHIPS	-	8,500	0.00%	0.00%
Revenue Notes:					

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)					
OBJECT	DESCRIPTION	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 996,735	\$ 76,819,787	1.30%	1.23%
200	BENEFITS	859,437	25,600,183	3.36%	3.66%
300	PURCHASED SVCS	457,485	9,392,713	4.87%	2.87%
400	SUPPLIES & EQUIPMENT	371,013	5,832,167	6.36%	4.49%
800	OTHER EXPENSES	59,231	627,163	9.44%	10.68%
900	TRANSFERS & CONTINGENCY	-	100,000	0.00%	0.00%
		\$ 2,743,900	\$ 118,372,013	2.32%	2.03%
	CAPITAL OUTLAY	2,184,389	14,244,305	15.34%	11.68%
	STUDENT ACTIVITIES	632,371	1,500,000	42.16%	0.98%
	MEDICAL ASSISTANCE	4,948	215,957	2.29%	2.84%
	SCHOLARSHIPS	1,500	11,000	13.64%	0.00%
Expenditure Notes:					

EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Aug-21

REVENUES/TRANSFERS IN (BY SOURCE CODE)					
SOURCE	DESCRIPTION	YEAR TO DATE RECEIVED	CURRENT FULL YEAR PROJECTION	THIS YEAR % RECEIVED	LAST YEAR % RECEIVED
001-020	TAXES	\$ 213,400	\$ 26,927,015	0.79%	3.61%
021-040	TUITION	-	60,000	0.00%	-3.35%
041-089	FEES & ADMISSIONS	182,573	644,150	28.34%	7.89%
090-199	MISC REVENUE	(81,442)	833,770	-9.77%	-13.99%
200-399	STATE AID	9,372,506	82,789,885	11.32%	12.36%
400-499	FEDERAL PROGRAMS	-	5,879,753	0.00%	0.00%
600-649	SALES	12,651	56,100	22.55%	11.85%
		\$ 9,699,688	\$ 117,190,673	8.28%	9.81%
	CAPITAL OUTLAY	107,523	14,424,564	0.75%	-0.12%
	STUDENT ACTIVITIES	648,181	1,500,000	43.21%	3.26%
	MEDICAL ASSISTANCE	(5,090)	150,000	-3.39%	0.00%
	SCHOLARSHIPS	-	8,500	0.00%	0.00%
Revenue Notes:					

EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE)					
OBJECT	DESCRIPTION	YEAR TO DATE EXPENDED	CURRENT FULL YEAR PROJECTION	THIS YEAR % EXPENDED	LAST YEAR % EXPENDED
100	SALARIES	\$ 2,439,255	\$ 76,819,787	3.18%	3.02%
200	BENEFITS	1,022,145	25,600,183	3.99%	5.13%
300	PURCHASED SVCS	980,383	9,392,713	10.44%	12.19%
400	SUPPLIES & EQUIPMENT	695,448	5,832,167	11.92%	17.70%
800	OTHER EXPENSES	73,536	627,163	11.73%	13.34%
900	TRANSFERS & CONTINGENCY	-	100,000	0.00%	0.00%
		\$ 5,210,767	\$ 118,372,013	4.40%	4.69%
	CAPITAL OUTLAY	3,784,143	14,244,305	26.57%	20.27%
	STUDENT ACTIVITIES	688,000	1,500,000	45.87%	2.07%
	MEDICAL ASSISTANCE	4,948	215,957	2.29%	3.18%
	SCHOLARSHIPS	1,500	11,000	13.64%	0.00%
Expenditure Notes:					



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

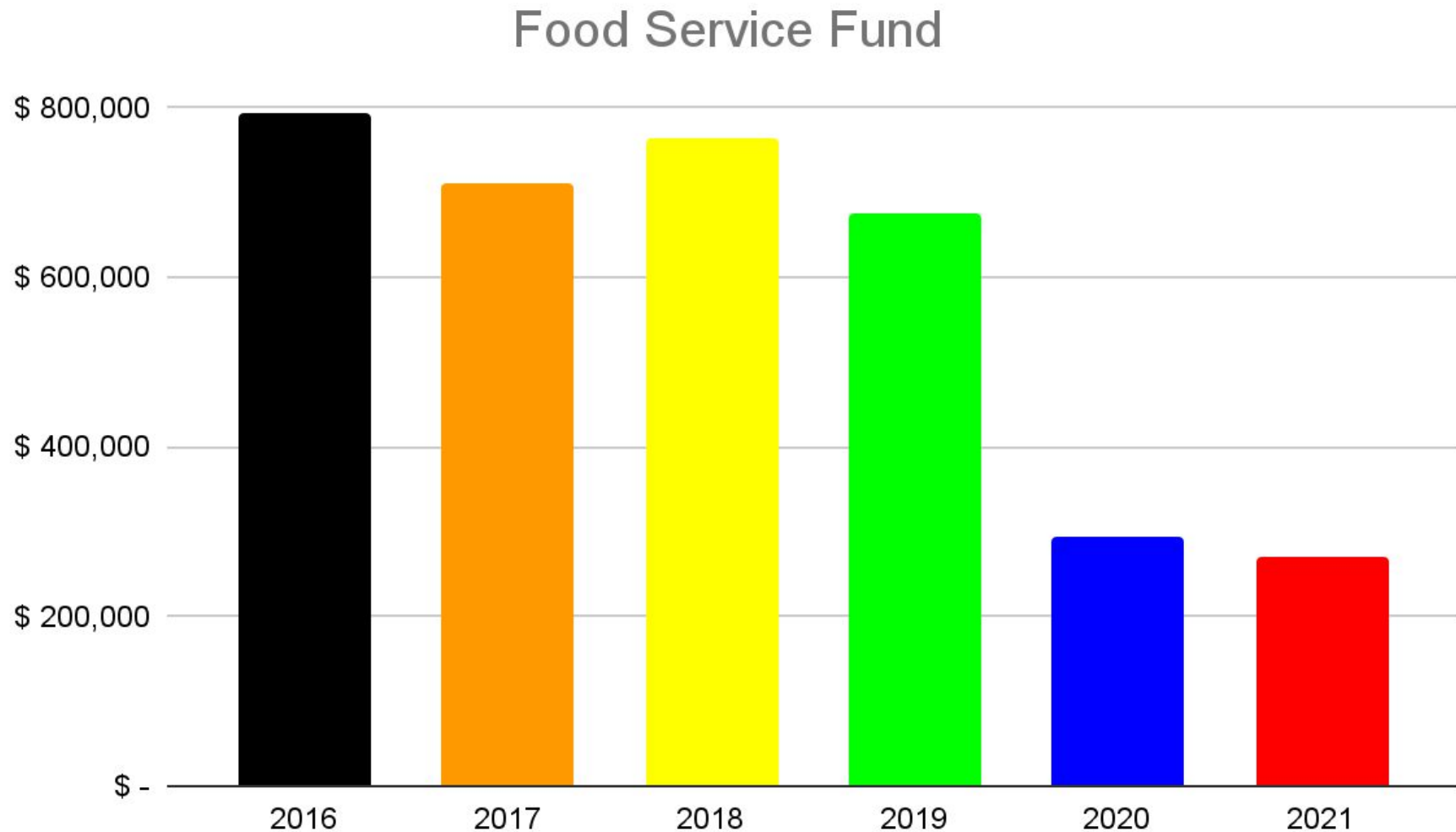
FY20-21 Fund Balance Overview

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

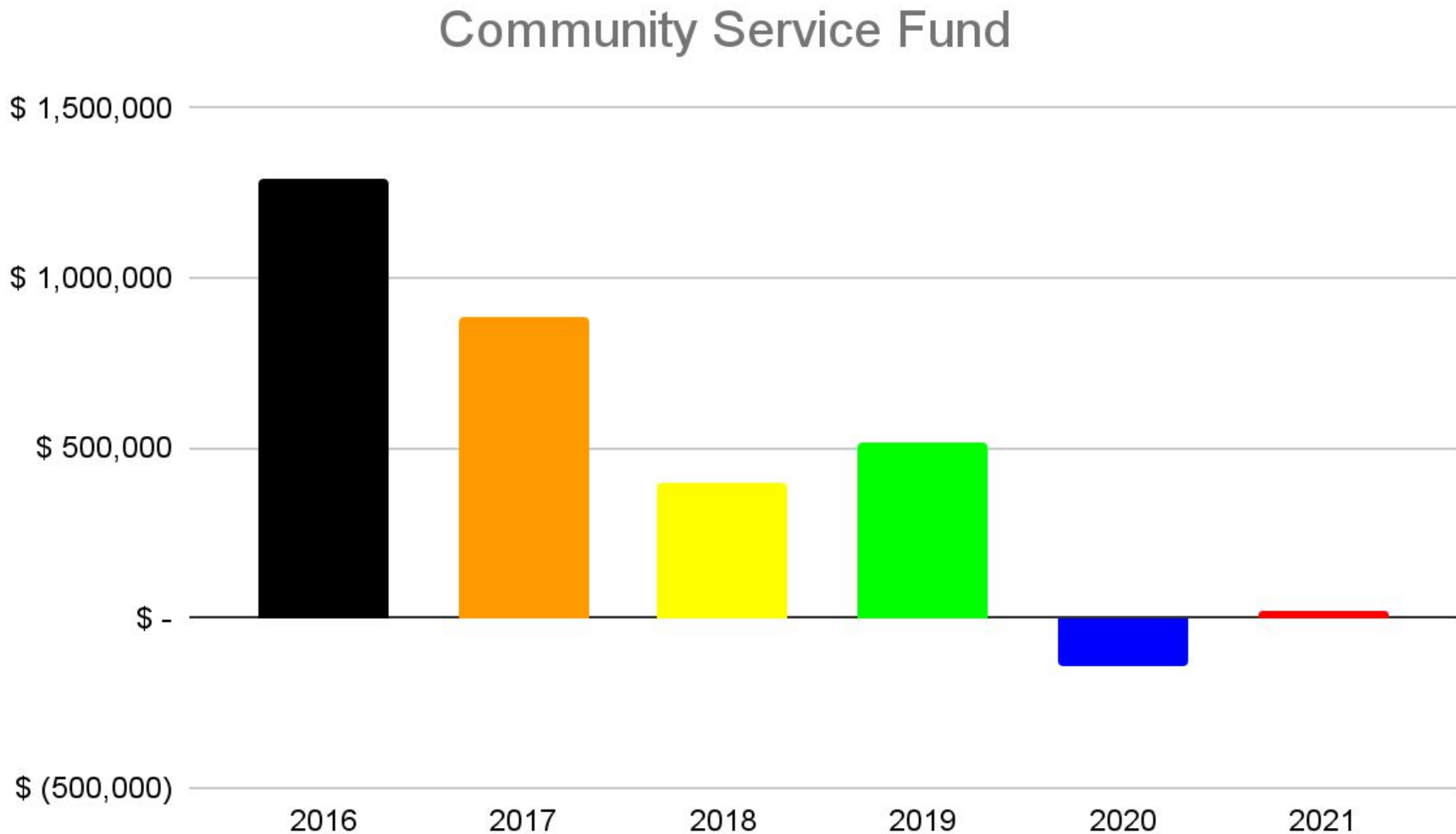
Notes:

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

History - Food Service Fund



History - Community Service Fund



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

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

Financial Next Steps

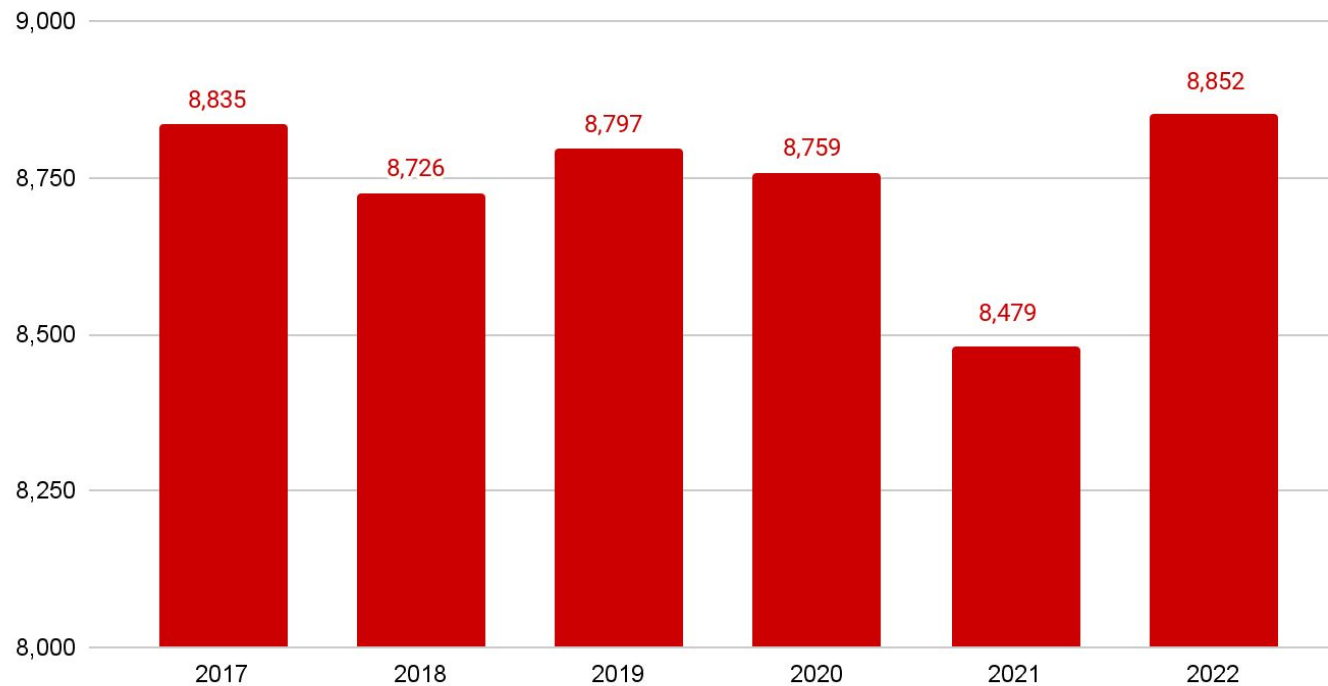
- Preliminary Levy Approval - September 27
- Financial Statement Acceptance - November 22
- Tax Levy Approval - December 13
- Long-Range Financial Projection - January 3
- Mid-Year FY 21-22 Budget Update - January 24

Preliminary Enrollment Report September 2021



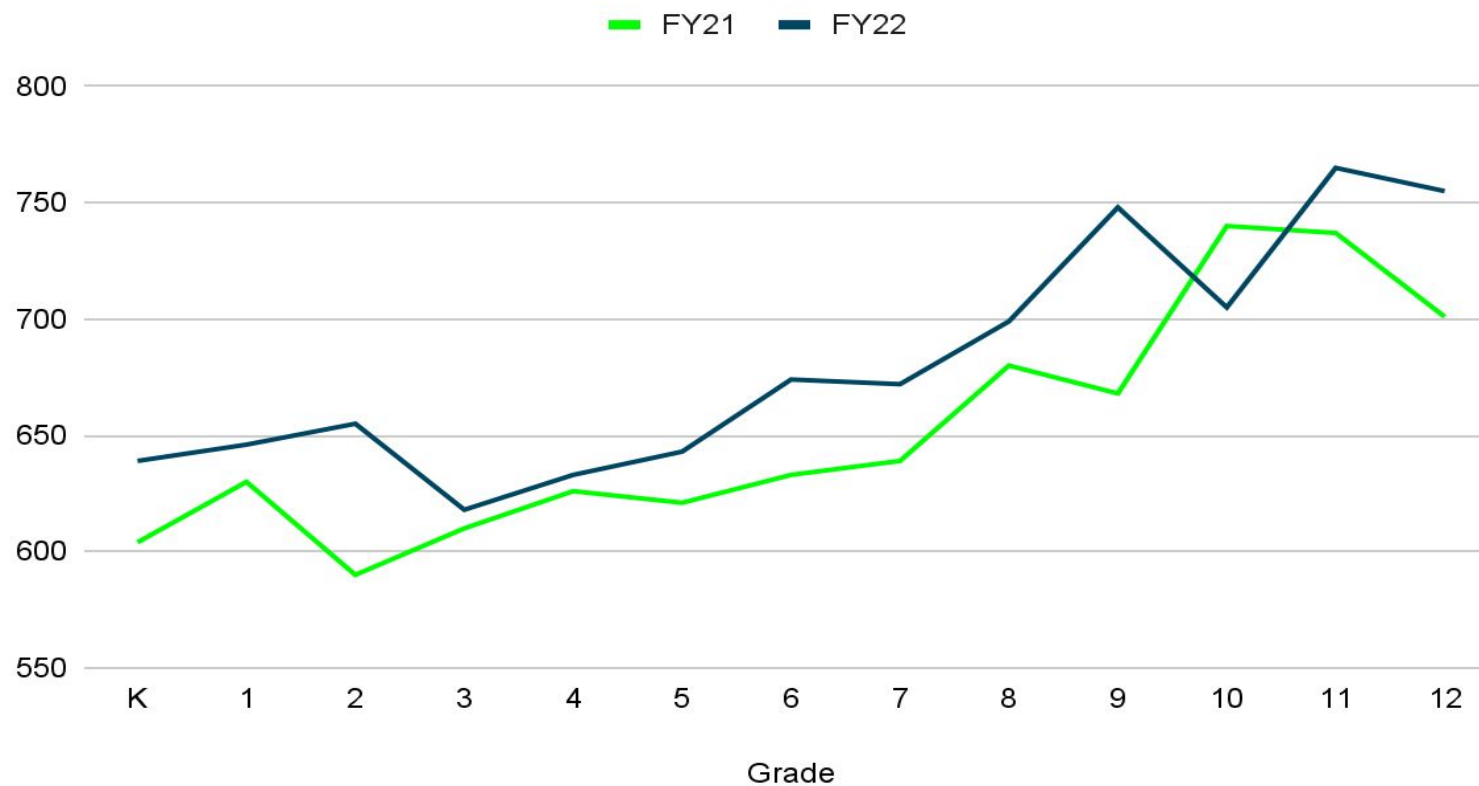
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Enrollment by Year



FY 2017-2021 data based on October 1 student count
FY 2022 Enrollment as of 09/27/21

Year Over Year - By Grade



FY20 & 21 Enrollment as of October 1
FY22 Enrollment as of 09/27/21

Kindergarten Capture Rate

Fiscal Year	Enrollment	Estimated Census	Capture Rate
2012-13	671	795	84.4%
2013-14	619	753	82.2%
2014-15	642	751	85.5%
2015-16	611	760	80.4%
2016-17	605	773	78.3%
2017-18	615	780	78.8%
2018-19	619	717	86.3%
2019-20	641	794	80.7%
2020-21	612	743	82.4%
2021-22	639	758	84.3%
2022-23	620	753	82.3%

FY 13-21 Enrollment as of October 1st
 21-22 Enrollment as of 09/27/21
 2022-23 Enrollment Projection

Fall 2021 Themes - Overall

- Enrollment increased significantly this year compared with the prior year.
 - Up 373 students from FY20-21
 - Up 87 students from budget projections
- EP Online has 583 students
- Kindergarten capture rate is consistent with 8 year average
 - 84.3% compared with average of 82.1%
- Cohort consistent year over year by grade



Fall 2021 Themes - EP Online

- EP Online has 583 students
 - Enrollment is strong K-5 at 306 students
- 290 students are open enrolled from across the State
- Strong August enrollment, will monitor this year



Next Steps

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



THANK YOU



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September 27, 2021 COVID Incidental



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Philosophy and Decision Making

I acknowledge and am considering the tensions that exist and then working to make balanced decisions:

- Honor family involvement, voice, and choice when possible;
- Operate in the least restrictive environment possible that also keeps students in school “in-person”;
- Utilize our incident command team and hear from our administrators and staff who have to operationalize decisions;
- Design for flexibility and prepare for change;
- Continue to prioritize student learning and impacts of various mitigation strategies on achieving the Ends;
- Review guidance, but also consider local information and not just statewide or nationwide information;
- Continuously monitor and adjust as things change; and
- Utilize a balanced assessment as we are still learning. There is not an automatic trigger to change mitigation layers, but instead it is necessary to conduct a holistic assessment.

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Mitigation Layers

- Airhandling and Filtering
- High Vaccination Rates
- Social Distancing
- Handwashing
- Cleaning
- Podding
- Face Coverings
- Early Detection and Isolation

Adjustments Since Last Presentation

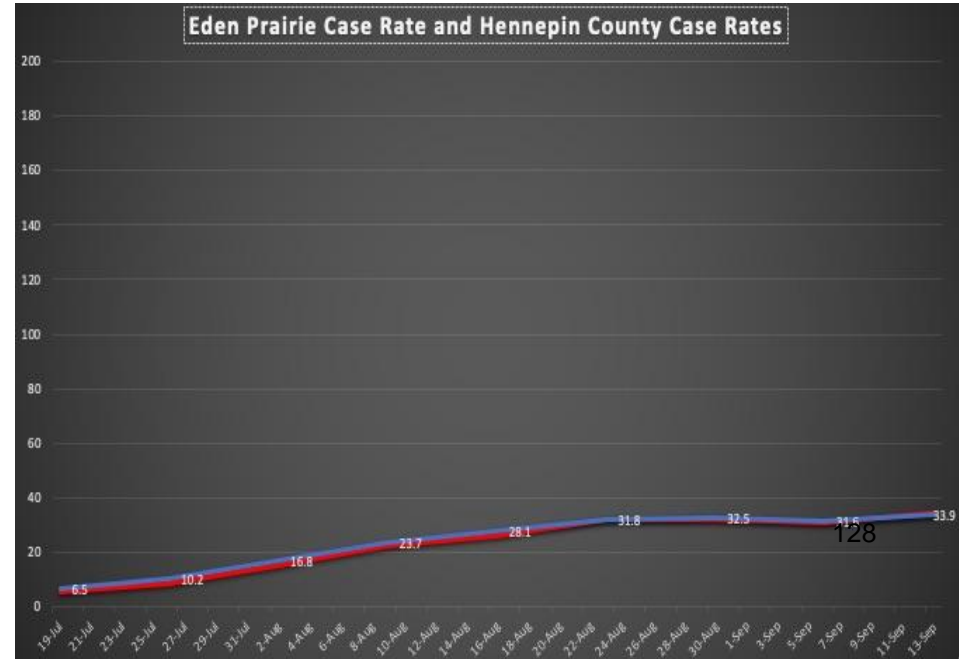
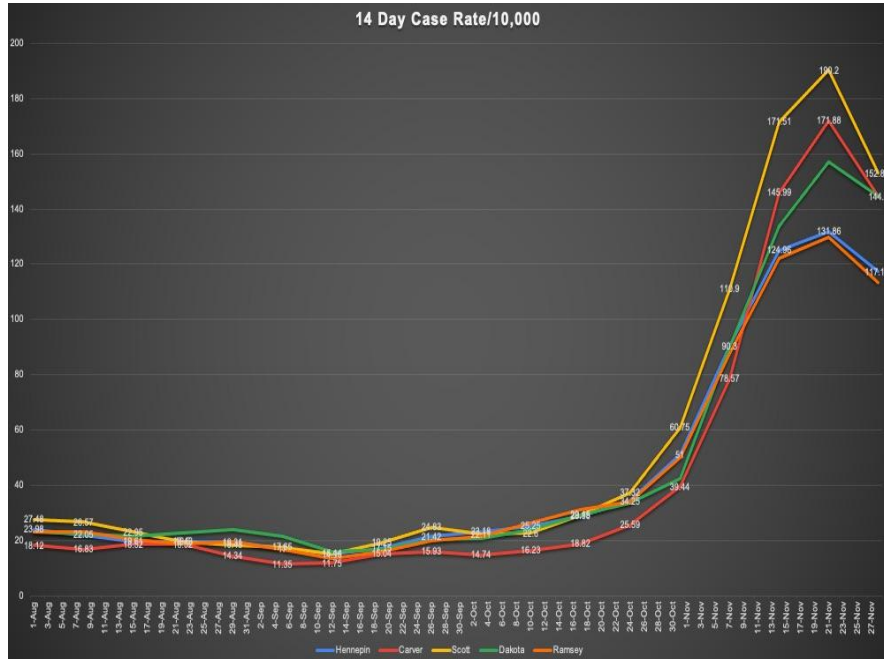
Operational Adjustments

- Increased distancing during lunch
- Added spaces
- Changed schedules
- Moved events to multiple modes
- Learning supports

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Current EP Case Rate Trend

STAY SAFE MN



2020-21 Graph with a Scale of 0 to 200

2021-22 Graph with a Scale of 0 to 200

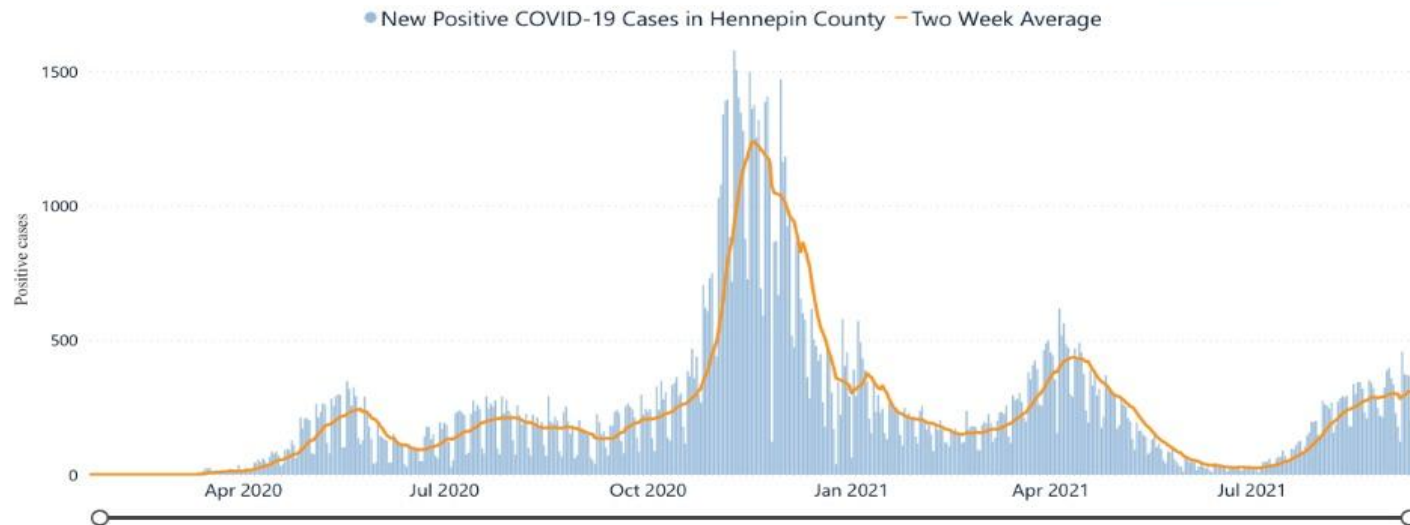
County Case Trend Data

STAY SAFE MN

Trends in Hennepin County cases

Daily

Weekly



Case data are from the Minnesota Department of Health (MDH) as of 9/23/2021.

Note: Since most testing is conducted during the week, the number of cases typically drops during the weekend.



COVID-19 data in Hennepin County



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County and City Transmission Rates

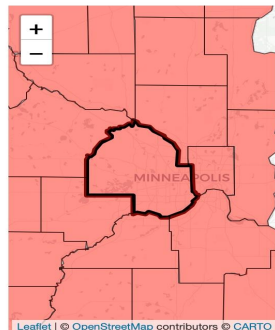
STAY SAFE MN

Hennepin County

Population (2019 estimated): 1,265,843

Data as of September 26, 2021

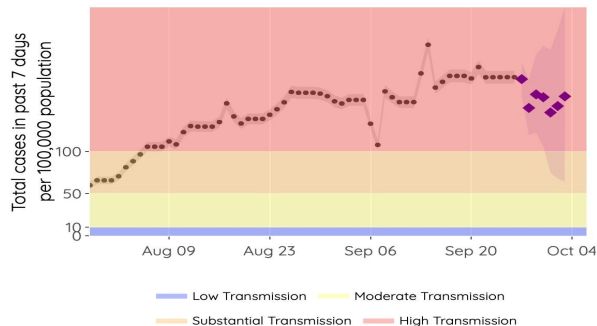
☒ Display one-week forecast



Purple diamonds show forecasted rates for the next 7 days.

Start plot on:

2021-07-29

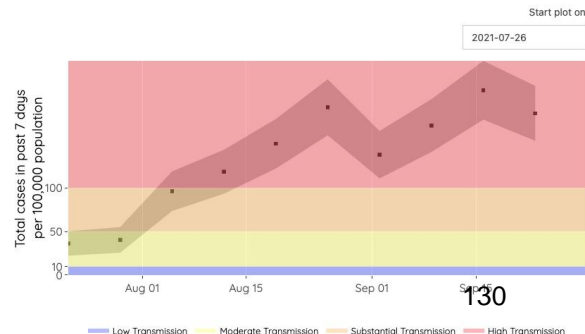
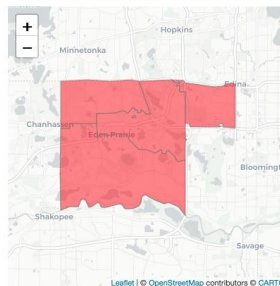


Eden Prairie Public School District

ZIP codes: 55344, 55346, 55347, 55439

(excludes ZIP codes where less than 0.25 square miles of land area is within district boundaries)

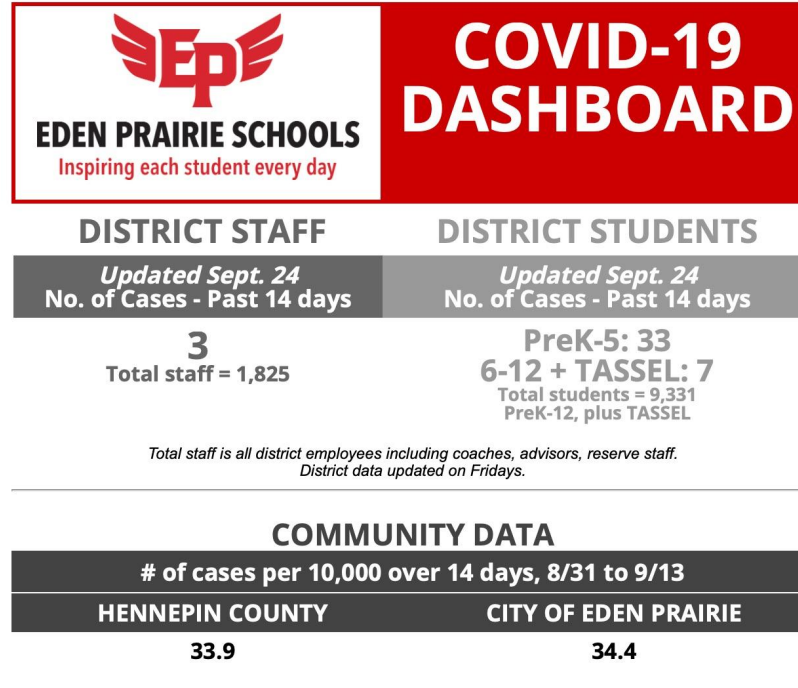
Data as of September 23, 2021



September 2, 2021: 157

September 2, 2021: 138

EP Schools Dashboard



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Local Data

Activities

- This is NOT a part of our experience this year like it was last year.
- We have VERY few cases and contacts at the secondary school level, but we have been tracking it.

School

- 6-12 We have very few cases and very few quarantines. With 5040 students we have 7 positives (.13%) in 14 days and 17 active quarantines (.33%).
- PreK-5 With 4291 students we have 33 positives (.77%) in 14 days and 77 active quarantines (1.8%).¹³²

Hennepin County Vaccination Rates (16+)



Who's getting vaccinated

[Summary](#)[Who's Getting Vaccinated](#)[Race/Ethnicity](#)[Equity](#)[Distribution](#)[Vaccines Administered](#)[12+](#)[16+](#)[65+](#)[Total population](#)

HENNEPIN COUNTY

Click on a county to narrow results. Data reported as of 9/21/2021.



People with at least one vaccine dose

799,545

80.0%



People with completed vaccine series

762,957

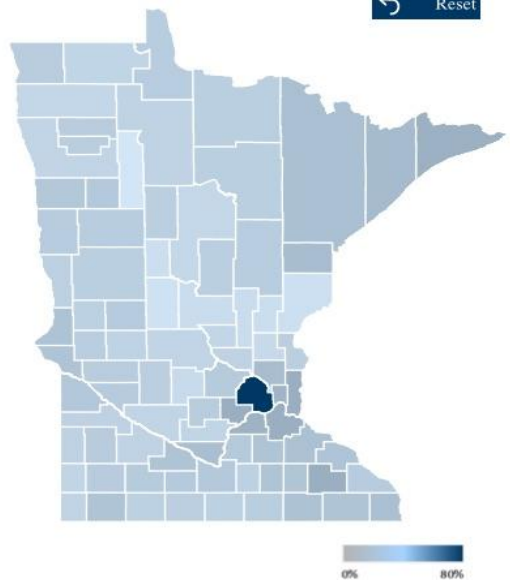
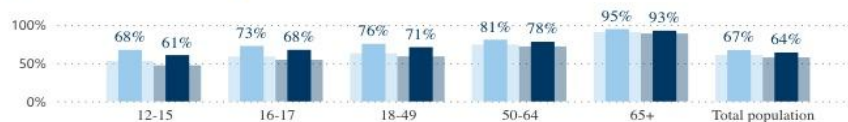
76.3%

[Age group](#)[Gender](#)

Age group	People with at least one vaccine dose	People with completed vaccine series
12-15	39,377	35,390
16-17	20,869	19,388
18-49	426,292	401,129
50-64	190,932	184,486
65+	161,452	157,954
Unknown/missing	94	44
Total	839,016	798,391

Proportion of People Vaccinated by Age Group Population

● Percent with at least one dose ● Percent with complete series



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Eden Prairie Vaccination Rates (18+)

One Dose Received

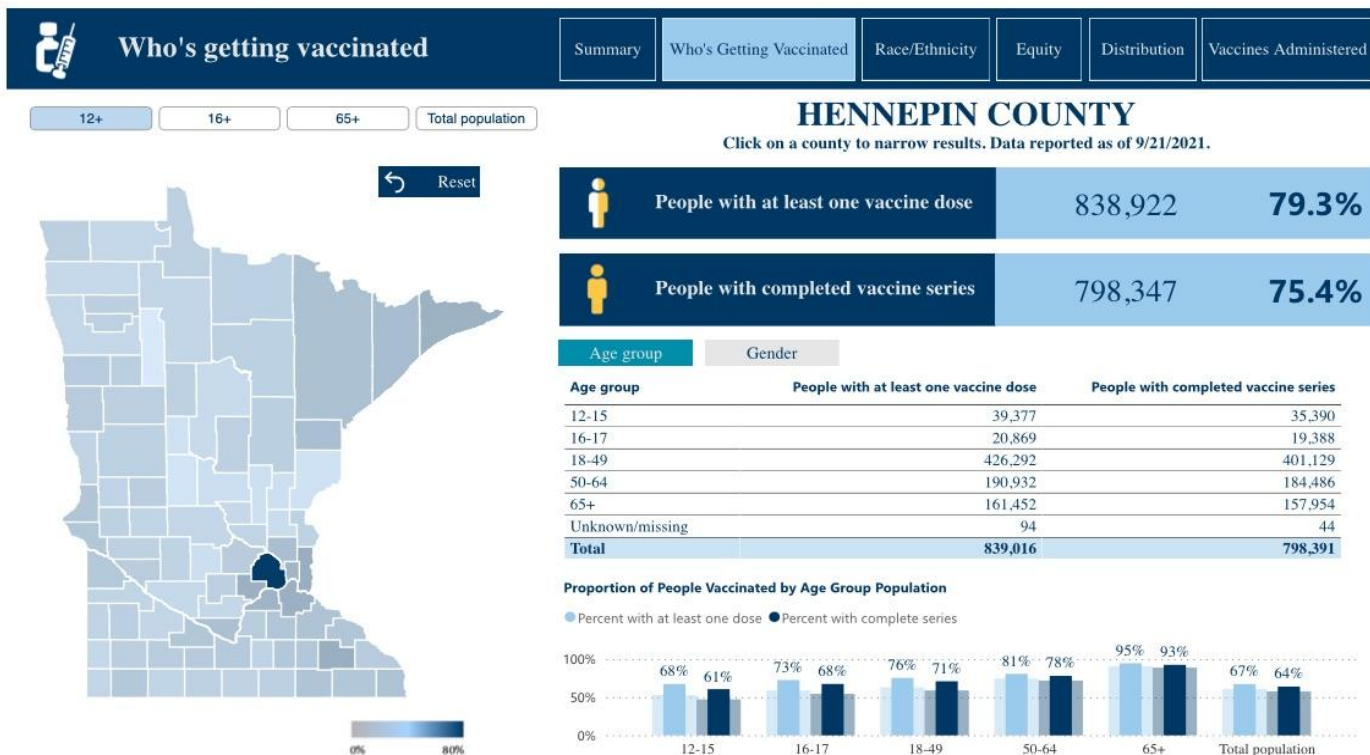
85.6%

Series Completed

82.4%

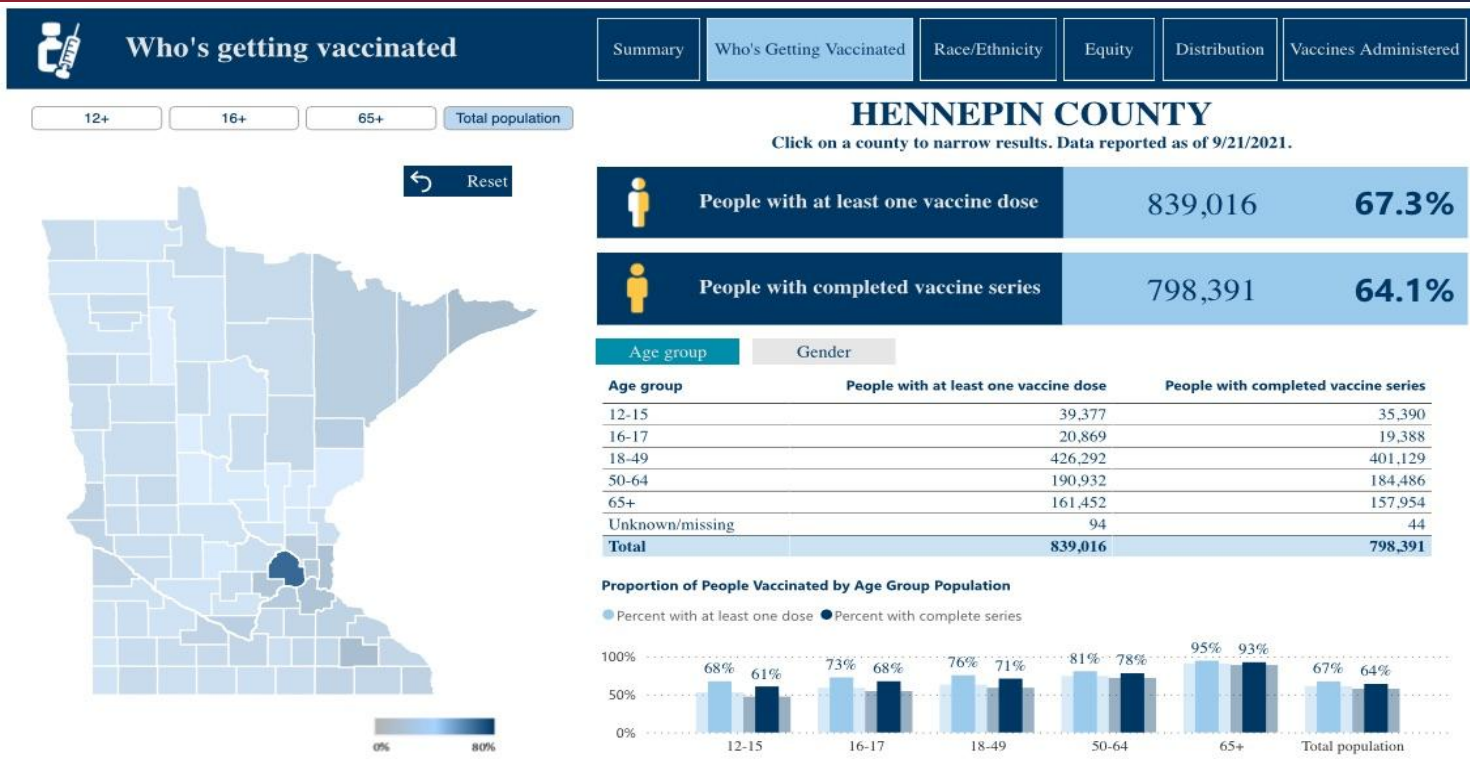
134

Hennepin County Vaccination Rates (12+)



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Hennepin County Vaccination Rates (Total)



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Eden Prairie Vaccination Rates Total Population (Inclusive of Non-Eligible Population)

One Dose Received

70.6%

Series Completed

67.7%

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Eden Prairie Vaccination Rates for 12-18 Year Olds

Interpolated Vaccination Rates for One Dose or Series Complete

~72-80%

Clinics and Testing

COVID-19 Vaccine Clinics

- 4-6 hour windows
- ARRIVE in EP on Sept 17th
- EPHS on Sept 24th
- Oak Point on Sept 27th
- Notification by MDE and MDH to prepare for 5-11 year old vaccine opportunities

Testing Update

- We have been providing Vault Tests by request.
- MDE/MDH Orders in for other testing options, but a bit delayed for all districts.
- Working with families to get them access when needed.
- Grant through MDE.

Incident Command Team

- Community Open House Coming Up
- Ongoing Connection to Hennepin County
- Promotion for People to Be Consious of Symptoms
- Continue to Improve Systems as we Identify Gaps
- Unanamous recommendation to maintain our course and adjust based on data

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Face Coverings

Using the philosophical framework:

- Universal face coverings are required for anyone (PreK-12 and Adults) on district transportation regardless of vaccination status
- PreK-6th Grade: Face coverings required for all students
- 7th-12th Grade: Face coverings recommended for all students
- Staff will wear face coverings when not able to maintain social distancing and may only remove a face covering if vaccinated and it is impeding educational outcomes while they are socially distanced
- Face coverings for students participating in and guests in the audience for MSHSL activities and athletics will follow MSHSL guidance
- This could ratchet up or down throughout the year and can be adjusted quickly
- Face coverings are one mitigation layer that we can utilize and is not necessarily the most effective one at all times: Vaccines, Distancing, Ventilation & Airflow, Cleaning, Hygiene, etc....

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**Eden Prairie School Board
Community Linkage Committee Minutes
Monday, September 20th, 2021
7:30AM via Zoom Conferencing**

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

Committee Members Present: Kim Ross, CJ Strehl,

Agenda:

1. Approval of Agenda
2. Approval of the minutes
3. Round robin: Voices from the community
4. Working Plan:
 1. Ownership
 2. Action items/deadlines
5. New Business
6. Committee report summary
7. Adjournment

Meeting began via zoom at 7:34am.

The agenda above is our standard operating agenda moving forward.

Round Robin:

We discussed whether we should be thinking about a process for board appointments due to resignation, etc. No decisions/conclusions were reached. A helpful discussion to inform us for future board discussions.

Working Plan:

KPI's

This meeting was focused primarily on KPI/Metric of Month data presentation. We worked to streamline the communication, align comments with approved District and school board positions.

Meet & Greet:

Discussed plans to visit Boys' soccer game to scout location.

Next steps:

Incorporate feedback for KPIs, create the graduation metric

Meeting Adjourned: 8:34am

Committee Report summary:

CJ will lead the discussion on the Metric of the Month, both the 3rd grade Reading and briefly introduce graduation rate as the next metric and plans for meet and greet pilots. We will request adding a work item/and discussion on grad rates at the next workshop.

EXAMPLE FOR DISCUSSION PURPOSES

Third Grade Reading Metrics

Academic Achievement

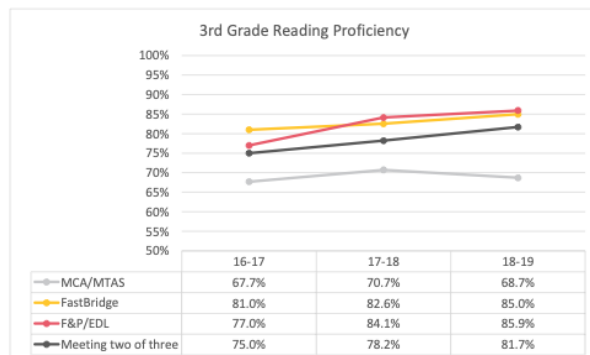
Introduction

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 achievement in future years.

Data

Target Set for 2018-2019: 78%: Level of Achievement: 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.

School Board’s Perspective on the Data

The performance exceeded the target set by the board. However, there were variances in the achievement level of demographic groups that must be eliminated.

To address these concerns, the School District established a goal in the 2018-2023 strategic plan that “Each student experiences personalized learning that results in achievement not predicted by race or linguistic background.” The School Board believes the extensive efforts underway to ensure each child reads at third grade proficiency level are on track to meet both overall and sub-group objectives.

To further support student success, the School Board increased the policy measurement target to 80% for the 2021-2022 school year. For more information, [click here to read the full monitoring report](#) that was presented to the Board.

Eden Prairie School Board
2021–22 WORK PLAN CHANGES
“Proposed” Changes for the
September 27, 2021

Date of Meeting/Workshop	Changes Requested
Monday, October 11, 2021 – Workshop	
Monday, October 25, 2021	
Monday, November 8, 2021 – Special Meeting	
Monday, November 8, 2021 – Workshop	- <i>ADD: Operating Levy Conversation</i>
Monday, November 15, 2021 – Workshop	- <i>ADD: Tools of Cultural Proficiency</i>
Monday, November 22, 2021	
Monday, December 13, 2021	
Placeholder – General Board Work	
<ul style="list-style-type: none"> • School Board Listening Session Discussion (Community Linkage Committee) • Assessment 101: Reading, Understanding, and Using Large Data Sets • Technology Use & Screen Time • Distance Learning-Hybrid Impact • Positive Behavior Intervention & Support (PBIS) 	
Placeholder – Policy Review	

Eden Prairie School Board
2021–22 WORK PLAN CHANGES
“Proposed” Changes

Date of Meeting/Workshop	Changes Requested
Monday, January 3, 2022 – Organization Meeting	
Monday, January 3, 2022 – Workshop	
Monday, January 24, 2022	
Monday, February 14, 2022 – Workshop	
Monday, February 28, 2022	
Monday, March 14, 2022 – Workshop	

Monday, March 28, 2022	
Monday, April 11, 2022 – Workshop	
Monday, April 25, 2022	
Monday, May 9, 2022 – Workshop	
Monday, May 23, 2022	
Monday, June 13, 2022 – Workshop	
Monday, June 27, 2022	
Placeholder – General Board Work	
Placeholder – Policy Review	

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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***** Board Meeting Mon, Jul 26, 2021 7:30 AM			Resolution Calling the Eden Prairie School District Election	Finalize DRAFT - Inspiring News Article	<ul style="list-style-type: none"> •Monthly Reports •TASSEL Student Handbook •Student Handbooks: <ul style="list-style-type: none"> —High School —Middle School —Elementary Schools (Summary Detail Included) – (Included in June 28, 2021 Mtg.) 		148
Board Workshop Sat, Aug 21, 2021 9:00 AM							Tools of Cultural Proficiency
Board Meeting Mon, Aug 23, 2021 6:00 PM	<ul style="list-style-type: none"> •EL 2.1 Emergency Supt. Succession •EL 2.2 Treatment of Students •EL 2.7 Asset Protection 		Record of Board Self-Evaluation	2021-22 School Site Visits	Monthly Reports	<ul style="list-style-type: none"> •Debrief DISC Training (Moved to 9/13/21) •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							<ul style="list-style-type: none"> •ADMIN Proposals for FY 2021-22 Workshops •2020-21 Financial Update

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
							<ul style="list-style-type: none"> •NEW Policy Development Discussion (Ends & EL Policies) •School Board Webpage Update Overview •Debrief DISC Training •Board Vacancy Conversation •Community Linkage Items: <ul style="list-style-type: none"> - Listen & Learn Feedback - Meet & Greet Events/Dates - Third Grade Reading Metrics Example - Metrics Communication Template •Policy Monitoring: All BMD Policies – BMD 3.0 – 3.3 •Policy Monitoring: GP's: 4.4, 4.5, 4.6, 4.7, 4.8, & 4.10 •Confirm agenda for next Board Workshop

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	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	<ul style="list-style-type: none"> •EL 2.3 Treatment of Parents •EL 2.6 Financial Management & Operations <hr/> <ul style="list-style-type: none"> •All BMD Policies •BMD 3.0 Single Point of Connection •BMD 3.1 Unity of Control •BMD 3.2 Delegation to the Superintendent •BMD 3.3 Superintendent Accountability & Performance <hr/> <ul style="list-style-type: none"> •GP 4.4 Officer Roles •GP 4.5 School Board Members Code of Conduct •GP 4.6 Process for Addressing School Board Member Violations •GP 4.7 School Board Committee Principles •GP 4.8 School Board Committee Structure •GP 4.10 Operation of the School Board Governing Rules 		<ul style="list-style-type: none"> •Resolution to Appoint Election Judges •Approval of Preliminary FY 2022-23 Levy -Tax Levy Comparison - Tax Levy Presentation Pay 22 <hr/> <ul style="list-style-type: none"> •Record of Board Self-Evaluation 		Monthly Reports	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> • FY 2020-2021 Year-end Preliminary Financial Report •FY 2021-2022 Preliminary Enrollment Report •COVID-19 Update 	150

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	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							<ul style="list-style-type: none"> •Administration: Setting Stage for FY 2022-23 Budget Guidelines •Policy Monitoring: GP 4.0, 4.1, 4.2, 4.3, 4.9 •Confirm agenda for next Board Workshop
Board Meeting Mon, Oct 25, 2021 6:00 PM	<ul style="list-style-type: none"> •Ends 1.1, 1.2, 1.3 Evidence (FY 2020-21) <hr/> <ul style="list-style-type: none"> •EL 2.4 Treatment of Staff •EL 2.8 Compensation and Benefits <hr/> <ul style="list-style-type: none"> •GP 4.0 Global Governance Commitment •GP 4.1 Governing Style •GP 4.2 School Board Job Products •GP 4.3 Annual Work Plan •GP 4.9 Governance Investment 		Record of Board Self-Evaluation		Monthly Reports	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> •Enrollment Report as of Oct. 1, 2021 -Exec. Summary -Capture Rate -History & Projection Totals -Official October 1 Enrollment Count •World's Best Workforce Report •FY 2020-2021 Achievement Integration Summary Report 	

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	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							<div>152</div> <ul style="list-style-type: none"> • Welcome to Board, newly Elected School Board Member • “New Policy Introductions” • Review of Treasurer’s Annual Report • Discussion: Board Monitoring Process and Communication • Community Linkage Committee: Identify article for the Inspiring News • <i>Operating Levy Conversation</i> • Confirm agenda for next Board Workshop

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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			
<i>Board Workshop Mon, Nov 15, 2021 6:00 PM</i>							<i>Tools of Cultural Proficiency</i>
Board Meeting Mon, Nov 22, 2021 6:00 PM	EL 2.9 Communication and Support to the School Board		Oath of Office <hr/> 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	<ul style="list-style-type: none"> EL 2.5 Financial Planning and Budgeting EL 2.0 Global Executive Constraint 	<ul style="list-style-type: none"> <u>Closed Session:</u> Review of FY 2019-20 Superintendent Annual Review -Minn. Stat. 13D.05, Subd. 3 	<ul style="list-style-type: none"> Approval of Final FY 2022-23 Levy School Board Treasurer's Report <hr/>Record of Board Self-Evaluation 	Inspire News Article (DRAFT) Approval	Monthly Reports	Truth in Taxation Hearing	
Post Meeting Board Workshop Mon, Dec 13, 2021							• School Board Mtg. Self-Assessment

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
<p>*****2022*****</p> <p>Annual Organizational Meeting Mon, Jan 3, 2022 6:00 PM</p>			<ul style="list-style-type: none"> • 2022 Annual Organizational Mtg. <ul style="list-style-type: none"> - Election of Officers - School Board Compensation - School Board Calendar • Resolution for Combined Polling Places for the General Elections • School Board Meeting Calendar: Jan 1, 2022 through Jun 30, 2022 • Appointment of Intermediate District 287 Representative 		<ul style="list-style-type: none"> • 2022 Annual School District Organizational Items: <ul style="list-style-type: none"> - School District Newspaper - School District Depository/Financial Institutions - Money Wire Transfers - Early Claims Payment - School District Legal Counsel - School District Responsible Authority - Deputy Clerk & Deputy Treasurer - Facsimile Signature Authorization - Authorization to Sign Contracts - Local Education Agency (LEA) Representative - MDE Designation of Identified Official with Authority (IoWA) 		154
<p>Board Workshop Mon, Jan 3, 2022 6:15 PM Convene following the Annual Organizational Meeting</p>							<ul style="list-style-type: none"> • 2022 Committees & Outside Organization Discussion • Budget: 5-Year Financial Forecast • Levy's & Schedule

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	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		<ul style="list-style-type: none"> • FY 2022-23 Final School Calendar (Draft) • FY 2023-24 Preliminary School Calendar (Draft) • FY 2022-23 Budget Timelines – First Reading • FY 2022-23 Budget Assumptions – First Reading 	<ul style="list-style-type: none"> • FY 2021-22 Mid-Year Budget Approval • Record of Board Self-Evaluation 	2022 School Board Committee & Outside Organization Assignments	<ul style="list-style-type: none"> • Monthly Reports • FY 2022-23 Bus Purchase 		155
Post Meeting Board Workshop Mon, Jan 24, 2022							School Board Meeting Self-Assessment
Board Workshop Mon, Feb 14, 2022 6:00 PM							<ul style="list-style-type: none"> • Finance 101 • Confirm agenda for next Board Workshop
Board Meeting Mon, Feb 28, 2022 6:00 PM			Record of Board Self-Evaluation		<ul style="list-style-type: none"> • Monthly Reports • Approval of FY 2022-23 School Calendar • Approval of Preliminary FY 2023-24 School Calendar • American Indian Education Resolution 		

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	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							<ul style="list-style-type: none"> Communications Define Policy under Policy Governance: Ends, EL's, GP's and BMD's Policy Workshop: Discuss Potential Policy Changes Confirm agenda for next Board Workshop
Board Meeting Mon, Mar 28, 2022 6:00 PM		FY 2022-23 Capital Budget – First Reading	<ul style="list-style-type: none"> Final FY 2022-23 Budget Assumptions Record of Board Self-Evaluation 	Identify Topic for Inspiring News Article	<ul style="list-style-type: none"> Monthly Reports Achievement & Integration Budget 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							<ul style="list-style-type: none"> Agenda Items: Sample Agenda & Discussion of Agenda Elements Source of Agenda Items: Board Request for Information; Superintendent

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
							Information; Agenda Timeline • FY 2022-2023 Annual Work Plan Calendar Discussion • Review DRAFT of Inspiring News Article • Discussion/Review all items in Placeholder area on "Work Plan Changes Document" • FY 2022-2023 School Board Meeting Calendar Discussion • FY 2022-2023 School Board Budget Discussion • Mechanics of Monitoring • Confirm agenda for next Board Workshop
Board Meeting Mon, Apr 25, 2022 6:00 PM		• FY 2022-23 School Board Work Plan – First Reading • <u>Closed Session:</u> Negotiation Strategy (MN Statue 13D.03, Subd.1)	• Approval of FY 2022-23 Capital Budget • Approval of FY 2022-23 School Board Meeting Calendar	Approve Inspiring News Article DRAFT	Monthly Reports		

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
		<ul style="list-style-type: none"> FY 2022-23 School Board Budget – First Reading 	<hr/> <ul style="list-style-type: none"> 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							<ul style="list-style-type: none"> Strategic Plan 158 Confirm agenda for next Board Workshop
Board Meeting Mon, May 23, 2022 6:00 PM		FY 2022-23 Budget – First Reading	<ul style="list-style-type: none"> Approval of FY 2022-23 School Board Work Plan Approval of FY 2022-23 School Board Budget <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> 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							<ul style="list-style-type: none"> General Fund Budget Q&A All Ends OI's Confirm agenda for next Board Workshop

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
Board Meeting Mon, June 27, 2022 6:00 PM	All Ends OI's (FY 2022-23)		<ul style="list-style-type: none"> •Approval of FY 2022-23 Adopted Budget •ISD 287 10-Year Facilities Maintenance Resolution 		<ul style="list-style-type: none"> •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 		159
Post Meeting Board Workshop Mon, Jun 27, 2022							•School Board Meeting Self-Assessment