



**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)**

**School Board Members:**

Steve Bartz, Aaron Casper, Debjyoti "DD" Dwivedy, Abby Libsack, Kim Ross, Charles "CJ" Strehl, Dennis Stubbs

**2. Pledge of Allegiance**

**3. Agenda Review and Approval (Action)**

Approval of the agenda for the Monday, January 22, 2024 meeting of the School Board of Independent School District 272, Eden Prairie Schools.

**Motion \_\_\_\_\_ Seconded \_\_\_\_\_**

**4. Approval of Previous Minutes (Action)**

Approval of the UNOFFICIAL Minutes of the School Board Regular Business Meetings on December 11, 2023, the Annual Organizational Meeting and the School Board Workshop Notes on January 8, 2024.

**Motion \_\_\_\_\_ Seconded \_\_\_\_\_**

A. December 11, 2023, Unofficial Minutes of the Regular Business Meeting

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B. January 8, 2024, Unofficial Minutes of the Annual Organizational Meeting

C. January 8, 2024, Board Workshop Notes

**5. Spotlight on Success: 6:05 PM (Information)**

A. Early Childhood Special Education (ECSE) - *Evidence-based Quality Intervention Practices*

B. Oak Point Elementary National ESEA Distinguished School

**6. Public Comment: 6:20 PM (Information)**

**7. Announcements: 6:30 PM (Information)**

**8. Board Work: 6:35 PM (Action)**

A. Decision Preparation

1) FY 2024-25 Final School Calendar (DRAFT)

2) FY 2025-26 Preliminary School Calendar - (DRAFT)

3) FY 2024-25 Budget Timelines - *First Reading*

4) FY 2024-25 Budget Assumptions - *First Reading*

B. Required Board Action (Action)

1) FY 2023-24 Mid-Year Budget Approval

**Motion \_\_\_\_\_ Seconded \_\_\_\_\_**

a. Executive Summary

b. Mid-Year Budget Update Presentation

C. Record of Board Self-Evaluation (Action)

1) 2023-24 Record of Board Policy Monitoring - Executive Limitations (EL's) (Action)

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

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

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

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ to approve the Consent Agenda as presented.

A. Monthly Reports

1) Resolution of Acceptance of Donations

2) Human Resources Report

3) Business Services Reports

a. Board Business

b. Financial Report - Monthly Revenue/Expenditure Report

B. FY 2024-25 Advance Capital Purchase

**10. Board Education & Required Reporting 8:10PM (Information)**

A. Ends 1.2 Update - *Presentation Updated*

**11. Superintendent's Incidental Information Report 8:30 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. Website Update

**12. Board Action on Committee Reports & Minutes: 8:45 PM (Information)**

A. Board Development Committee

B. Community Linkage Committee

1) Measuring What Matter (MWM) - *Draft*

a. Third Grade Reading 2022-2023

b. Graduation Rates 2023

C. Negotiations Committee

D. Policy Committee

E. 2024 School Board Committees & Outside Organization Assignments

**13. Other Board Updates (AMSD, BRIGHTWORKS, ISD 287, MSHSL): 9:05 PM (Information)**

A. AMSD (Association of Metropolitan School) - *Abby Libsack/Kim Ross*

B. BRIGHTWORKS - *Dennis Stubbs*

C. ISD District 287 - Intermediate School District 287 - *Kim Ross*

D. MSHSL (Minnesota State High School League) - *Dennis Stubbs*

**14. Closed Session - Purchase or Sale of Property (MN Stat.13D.05, Subd 3(c): (Action)**

*The school board may close a meeting to determine the asking or offering price, to review confidential or protected nonpublic appraisal data, or to develop or consider offers for buying or selling property.*

Motion \_\_\_\_\_, Seconded \_\_\_\_\_ to move into Closed Session at \_\_\_\_\_ PM

Motion \_\_\_\_\_, Seconded \_\_\_\_\_ to move out of Closed Session and resume regular Business Meeting at \_\_\_\_\_ PM

A. Property 1: 11902 & 11840 Valley View Road, Eden Prairie MN 55344

A. Building Resolutions Related to New Property **(Action)**

1) Executive Summary

2) Building Resolutions

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

15. **Board Work Plan: 9:15 PM (Action)**

A. Work Plan Changes Document (Action)

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

B. School Board Annual Work Plan FY 2023-24 (Jan-Jun) (Information)

16. **Adjournment at \_\_\_\_\_ PM (Action)**

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

**INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS  
UNOFFICIAL MINUTES OF THE DECEMBER 11, 2023  
SCHOOL BOARD MEETING**

A Regular Meeting of the Independent School District 272, Eden Prairie Schools, was held on December 11, 2023, in the Eden Prairie District Administrative Offices, 8100 School Road, Eden Prairie, MN 55344.

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

*Present:* Steven Bartz, Aaron Casper, Kim Ross, Charles "CJ" Strehl, Dennis Stubbs; Board Clerk, Abby Libsak and Board Member, Debjyoti "DD" Dwivedy joined meeting remotely

*Present:* Superintendent Josh Swanson

**2. Pledge of Allegiance**

**3. Agenda Review and Approval – Motion** by S. Bartz, **Seconded** by K. Ross to approve the agenda for the Monday, December 11, 2023 meeting of the School Board of Independent School District 272, Eden Prairie Schools – Passed Unanimously.

**4. Approval of Previous Minutes – Revised – Motion** by K. Ross, **Seconded** by D. Stubbs to accept the UNOFFICIAL Minutes of the School Board Regular Business Meetings on November 27, 2023 as presented – Passed Unanimously

**5. Truth in Taxation Hearing**

A. Pay 2024 Presentation

**6. Public Comment - Truth in Taxation**

**7. Spotlight on Success**

A. Eden Lake Elementary - 5th Grade Leadership Yearbook Team

**8. Public Comment (1)** – Pool Lobby at EHSI as Classroom/Security

**9. Announcements**

- Last month, I had the pleasure of celebrating some exceptional students at Eden Prairie High School's National Scholar Recognition Breakfast. Congratulations to our nine National Merit Semifinalists, our 14 National Merit Commended students, and our 65 AP Scholars with Distinction. Earning one of these titles is no small task, and we are inspired by the hard work and determination of these students, their families, and the teachers and staff who have helped them along the way. Way to go, Eagles!
- The All-Metro football defensive team, featuring the area's fiercest players, has been announced! For their outstanding performance on our field, EPHS 12th graders Mo Saine, Dominic Heim, Terae Dunn, and Dennis Rahouski who were selected for this honor. **Congratulations** to these Eagles, who make up 10% of the total All-Metro team!
- This year's diaper drive was a huge success thanks to our generous community. [The Early Childhood PTO collected over 10,000 diapers and 9,500 wipes](#) to distribute to local families at PROP!
- **Congratulations** to EPHS 12th grader Ryan Donohue has scored the second most goals in the history of the Eden Prairie boys soccer team. This impressive record earned him a shout out in Sun Sailor as one of the best players EP boys soccer has ever seen. Great job, Ryan!
- We celebrated National Special Education Day on December 2, in honor of the day when the Individuals with Disabilities Education Act became federal law. We believe each person in our community has intrinsic value, and we are proud to create inclusive learning spaces in which all students can thrive. Thank you to our dedicated staff members who support special education services!
- **MSBA Certificates honoring Charles "CJ" Strehl and Steve Bartz** for completing the MSBA Leadership Development Program by successfully attending Leadership Workshop Series, Phase I, II, III, and IV.

**10. Board Education & Required Reporting**

A. Fiscal Year 2022-23 Audited Financial Presentation Information

- 1) FY 2022-23 Executive Summary - Annual Financial Audit
- 2) Audited Financial Presentation
- 3) Annual Comprehensive Financial Report (See Appendix "A")
- 4) Management Report (See Appendix "A")
- 5) Special Purpose Audit Reports (See Appendix "A")

11. **Board Work**

A. Decision Preparation

B. Required Board Action

1) Approval of Final Fiscal Year (FY) 2024-25 Levy

**Motion** by A. Casper, **Seconded** by S. Bartz approve a final levy for taxes payable in 2024 in the amount of \$60,375,139.33; **Amendment** by C. Strehl, **Seconded** by S. Bartz to reduce Tech Levy to \$60,075,139.33 (\$300,000 .00 reduction) – **Amendment** Failed 2-5: Yes=2 (CS, DD); No=5 (AC, KR, DS, SB, AL); **Original Motion** Passed 6-1; Yes=6 (AC, DD, KR, DS, SB, AL); No=1 (CS)

a. Executive Summary of Pay 2024 Levy

b. Levy Presentation

c. Pay 24 Final Levy Comparison

**Motion** by A. Casper, **Seconded** by C. Strehl to recess at 8:01 PM – Passed Unanimously; Resumed at 8:16 PM

2) 2023-2024 School Board Mid-Year Treasurer's Report – **Motion** by S. Bartz, **Seconded** by D. Stubbs to approve the Mid-Year Treasurers Report as presented – Passed Unanimously

C. Policy Monitoring

1) EL 2.5 Financial Planning and Budgeting – **OI Motion** by K. Ross, **Seconded** by A. Casper, move that the OI's in EL 2.5 and all the child policies are reasonable, and the **Evidence** supports that they are in compliance – Passed Unanimously

2) EL 2.0 Global Executive Constraint – **OI Motion** by K. Ross, **Seconded** by S. Bartz, having found all the child policies to have reasonable interpretation and to be in compliance, move that the OI in EL 2.0 is reasonable, and that the **Evidence** presented for all its child policies supports that it is in compliance – Passed Unanimously

D. Record of Board Self-Evaluation

1) 2022-23 Record of Board Policy Monitoring - Governance Process (GP's) & Board-Management Delegation (BMD's) (*No Updates*)

2) 2022-2023 Record of Board Policy Monitoring - Executive Limitation (EL's) – **Motion** by S. Bartz, **Seconded** by A. Casper to move that the Board is in compliance with Board Monitoring Policy for GP's & Board-Monitoring Process of our Executive Limitations (EL's); **Friendly Amendment**, move that the Board is in compliance with our Policy Monitoring of our Executive Limitations – Passed Unanimously

3) 2022-23 Record of Board Policy Monitoring - Ends (1.1 - 1.6) - (*No Updates*)

12. **Superintendent Consent** – **Motion** by D. Stubbs, **Seconded** by K. Ross, move to accept the Consent Agenda – Passed Unanimously

A. Monthly Reports

1) Resolution of Acceptance of Donations

2) Human Resources Report

3) Business Services Reports

a. Board Business

B. Radon Testing Results

13. **Superintendent's Incidental Information Report** – Acknowledgement that Jason Mutzenberger's last day with the District will be at the end of December 2023; additional comments by the Board.

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

A. Board Development Committee – *Updates to Board*

B. Community Linkage Committee

1) 12/9/23 CLC Minutes – **Motion** by A. Casper, **Seconded** by K. Ross to approve minutes as presented – Passed Unanimously

2) Measuring What Matters (MWM) Graduation Rates 2023 - *DRAFT*

3) Measuring What Matters (MWM) Reading 2022-2023 - *DRAFT*

C. Negotiations Committee

D. Policy Committee

15. **Other Board Updates (AMSD, BRIGHTWORKS, ISD 287, MSHSL)**

- A. AMSD – *Updates to Board*
- B. BrightWorks – *No Updates*
- C. ISD 287 – *Updates to Board*
- D. MSHSL – *Updates to Board*

16. **Board Work Plan**

- A. Work Plan Change Document – *No changes*
- B. 2023-24 Board Annual Work Plan

17. **Closed Session: Review of FY 2022-23 Superintendent Annual Review (Minnesota Statute 13D.05, Subdivision 3)**

**Motion** by A. Casper, **Seconded** by D. Stubbs to move into Closed Session at 9:20 PM – Passed Unanimously

**Motion** by A. Casper, **Seconded** by K. Ross to move out of Closed Session and the resume regular Business Meeting at 10:26 PM – Passed Unanimously

18. **Adjournment – Motion** by A. Casper, **Seconded** by C. Strehl to adjourn meeting at 10:29 PM – Passed Unanimously

19. **Appendix "A" - Fiscal Year 2022-23 Audited Financial Presentation Information (Item #10)**

- A. Annual Comprehensive Financial Report
- B. Management Report
- C. Special Purpose Audit Reports

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Abby Libsack – Board Clerk

INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS  
UNOFFICIAL MINUTES OF THE JANUARY 8, 2024  
SCHOOL BOARD MEETING

The Annual Organizational Meeting of the Independent School District 272, Eden Prairie Schools, was held on January 8, 2024, in the Eden Prairie District Administrative Offices, 8100 School Road, Eden Prairie, MN 55344.

1. **Convene - 6:00 PM – Call to Order (Roll Call)**

School Board Members:

*Present:* Steve Bartz, Aaron Casper, Abby Libsack, Kim Ross, Charles "CJ" Strehl, Dennis Stubbs, and Debjyoti "DD" Dwivedy joined meeting remotely

*Present:* Superintendent Josh Swanson

2. **Pledge of Allegiance**

3. **Oath of Office**

4. **Agenda Review and Approval - Motion** by S. Bartz, **Seconded** by K. Ross to approve the agenda for the Monday, January 8, 2024, Organizational Meeting of the School Board of Independent School District 272, Eden Prairie Schools as presented – Passed 7-0; Yes: AC, KR, DD, School Board, DS, AL, CS

5. **Announcement** - Superintendent Annual Review

6. **Election of Officers – Ballot Nomination**

A. Election of School Board **Chair** – Vice Chair S. Bartz asked for nominations for School Board Chair:

1) Aaron Casper – Nominated by K. Ross, Seconded by C. Strehl;

a. By vote of 7-0 Aaron Casper was elected to **Chair** for the School Board of Independent School District #272, Eden Prairie Schools for the calendar year of 2024 (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

B. Election of School Board **Vice Chair**

1) Steve Bartz – Nominated by A. Casper, Seconded by D. Stubbs;

a. By vote of 7-0 Steve Bartz was elected to **Vice Chair** for the School Board of Independent School District #272, Eden Prairie Schools for the calendar year of 2024 (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

C. Election of School Board **Clerk**

1) Abby Libsack – Nominated by D. Dwivedy, Seconded by S. Bartz;

a. By vote of 7-0 Abby Libsack was elected to **Clerk** for the School Board of Independent School District #272, Eden Prairie Schools for the calendar year of 2024 (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

D. Election of School Board **Treasurer**

1) Charles Strehl – Nominated by A. Casper, Seconded by S. Bartz;

a. By vote of 7-0 Charles Strehl was elected to **Treasurer** for the School Board of Independent School District #272, Eden Prairie Schools for the calendar year of 2024 (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

7. **Required Board Action - Annual Organizational Meeting**

A. Approval of 2024 School Board Compensation

**Motion** by A. Casper, **Seconded** by K. Ross to accept the current compensation level for the 2024 calendar year - (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

B. Approval of School Board Meeting Calendar

1) School Board Meeting dates from January through June 2024

**Motion** by A. Casper, **Seconded** by D. Stubbs to accept the dates in the board packet for January 2024 through June 2024 – (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

2) School Board Meeting dates after July 1, 2024 to be determined at a future meeting

**Motion** by A. Casper, **Seconded** by A. Libsack, the Board agree to finalize future dates at a future point in time – (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

C. Resolution for Combined Polling Places for the General Elections for 2025 - *Roll Call*

**Motion** by A. Libsack, **Seconded** by K. Ross, that the Eden Prairie School Board of Independent School District No. 272 approves and adopts the RESOLUTION DESIGNATING COMBINED POLLING PLACES FOR THE 2025 SCHOOL DISTRICT ELECTION(S) as presented – (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

D. Appointment of Intermediate District 287 Representative

**Motion** by A. Casper, **Seconded** by A. Libsack to nominate Director Kim Ross to serve as the District 287 Representative for the Board for the 2024 calendar year – (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

8. **Superintendent Consent Agenda – Motion** by A. Casper, **Seconded** by S. Bartz to accept the Consent Agenda as presented – (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

A. Annual District Organizational Items

1. Designate District Newspaper

Designate the Eden Prairie Sun-Sailor, Eden Prairie, MN, as the official newspaper for calendar year January 1, 2024, through December 31, 2024.

2. Designate District Depository/Financial Institutions

Appoint US Bank, Minnesota School District Liquid Asset Fund Plus, Associated Bank, PMA Financial Network, Wells Fargo Bank, Royal Credit Union, and other financial institutions as deemed necessary, as authorized financial institutions for Independent School District 272 for the calendar year January 1, 2024, through December 31, 2024.

3. Appointment of Money Wire Transfers

The Superintendent, Executive Director of Business Services or his/her designee is given the authority to invest surplus funds without prior approval of the School Board within the limitations set by law and district policy and to complete required wire transfers with notification to the School Board by the next meeting or as needed.

4. Authorization for Early Claims Payments

The Superintendent or designee is authorized to pay appropriate claims in advance of School Board authorizations in order to expedite vendor payments and to utilize discount privileges, but that such claims shall be reported to the School Board from January 1, 2024, through December 31, 2024.

5. Designate District Legal Counsel

The School Board authorizes the Superintendent or designee to contact local attorneys or any other attorney licensed in Minnesota, as may from time to time be deemed appropriate, for District legal services on an “as needed” basis during calendar year 2024.

6. Appointment of School District Responsible Authority

Pursuant to the provisions of Minnesota Statutes, Section 13.02, Subdivision 16, as amended, the Superintendent is hereby appointed Responsible Authority for Independent School District 272 for the calendar year January 1, 2024, through December 31, 2024.

7. Appointment of Deputy Clerk and Deputy Treasurer

Appoint the Executive Director of Business Services as Deputy Clerk and Deputy Treasurer of the School Board for Independent School District 272 for the calendar year January 1, 2024, through December 31, 2024.

8. Machine-Signed Signature Authorization

Authorize the use of the facsimile demand deposit signature plate using the names of Aaron Casper, **Chair**; Abby Libsack, **Clerk**; and Charles Strehl, **Treasurer**, for the calendar year January 1, 2024, through December 31, 2024.

9. Authorization to Sign Contracts

Authorize the Superintendent, Executive Director of Business Services or his/her designee to execute contracts and purchase orders for goods and services contained within the Board approved budget for Independent School District 272 for the calendar year January 1, 2024, through December 31, 2024.

10. Approval of Local Education Agency (LEA) Representative

Approve the Superintendent or Designee as the Local Education Agency (LEA) Representative for the calendar year January 1, 2024, through December 31, 2024.

11. Designation of Identified Official with Authority for the MDE External User Access Recertification System (IOWA)

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize



external user's access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize Superintendent Joshua Swanson to act as the Identified Official with Authority (IOWA) for Independent School District 0272-01 for the calendar year January 1, 2024, through December 31, 2024.

**9. Spotlight on Success**

Eden Prairie High School (EPHS) - *Integrated Marketing & Analytics Capstone*

- 10. Adjournment – Motion** by A. Casper, **Seconded** by K. Ross to adjourn at 7:00 PM – (Passed 7-0; Yes: AC, KR, DD, SB, DS, AL, CS)

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Abby Libsack – Board Clerk

UNOFFICIAL















































