

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 p.m.** **(Roll Call)**
Call to Order:
School Board Roll Call
Lauren Crandall, Dave Espe, Elaine Larabee, Greg Lehman, Holly Link, Adam Seidel, Terri Swartout
2. **Pledge of Allegiance: 6:00 p.m.**
3. **Agenda Review and Approval: 6:05 p.m.** **(Action)**
Approval of the agenda for the Monday, April 23, 2018 meeting of the School Board of Independent School District 272, Eden Prairie Schools.

Motion _____ Seconded _____
4. **Approval of Previous Minutes: 6:05 p.m.** **(Action)**
Approval of the Unofficial Minutes of the Regular Business Meeting held on Monday, February 26, 2018 and Monday, March 26, 2018.

Motion _____ Seconded _____

 - A. February 26, 2018 4
 - B. March 26, 2018 7
5. **Public Comment: 6:10 p.m.** **(Information)**
6. **Announcements: 6:20 p.m.** **(Information)**
7. **Spotlight on Success: 6:25 p.m.** **(Information)**
 - a. Early Childhood Success (Sarah Moline, Director)
 - b. Talon Robotics Showcase (Jake Jakusz, Sandy Olson)
8. **Board Work: 6:45 p.m.** **(Action)**
 - A. Decision Preparation
 - 1) 2018-19 School Board Work Plan First Reading 11
 - 2) 2018-19 School Board Budget First Reading (Presented by Treasurer) 21
 - B. Required Board Action
 - 1) 2018-19 Capital Budget Approval

Motion _____ Seconded _____

 - a. Capital Budget - Executive Summary 22
 - b. Capital Budget - Detail 24
 - 2) 2018-19 School Board Meeting Calendar Approval 25

Motion _____ Seconded _____
 - C. Record of Board Self-Evaluation **(No Action Required)**
 - 1) Record of Board Policy Monitoring - Ends & EL's
 - 2) Record of Board Self-Evaluation - Governance Policies
9. **Superintendent Consent Agenda: 7:00 p.m.** **(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 | 27 |
| 2) Human Resources Report | 28 |
| 3) Business Services Reports | |
| a. Board Business | 30 |
| b. Financial Report | 31 |
| B. Seek Bids: | |
| 1) EPHS Secure Entrances | 32 |
| C. Accept Bids: | |
| 1) Concrete Work - Repair/Replacement | 33 |
| 2) Cedar Ridge Roof | 34 |
| 3) LED Lighting Upgrades District-wide | 35 |
| 4) Pavement Work District-wide | 36 |
| 5) Transportation Building Roof | 37 |
| D. ALC Fiscal Agent Agreement with District 287 | |
| 1) ALC Fiscal Agent Agreement with District 287 - Executive Summary | 38 |
| 2) ALC Fiscal Agent Agreement with District 287 - Detail | 39 |
| E. District Policy 503, Student Attendance - Revision/Update | 41 |
| 10. Board Education & Required Reporting: <u>7:05 p.m.</u> | (Information) |
| 11. Superintendent's Incidental Information Report: <u>7:05 p.m.</u> | (Information) |
| <i>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)</i> | |
| A. Personalized Learning and Spaces | 49 |
| 12. Board Action on Committee Reports & Minutes: <u>7:20 p.m.</u> | (Information) |
| A. Board Development Committee (Holly Link, Greg Lehman & Lauren Crandall) | |
| B. Community Linkage Committee (Dave Espe, Holly Link & Terri Swartout) | |
| 1) Community Linkage Committee Minutes (<i>Addendum</i>) | |
| C. Negotiations Committee (Elaine Larabee, Adam Seidel & Lauren Crandall) | |
| D. Policy Committee (Elaine Larabee, Greg Lehman & Adam Seidel) | |
| 13. Other Board Updates (TIES, AMSD, WMEP, ISD 287, PTO): <u>7:25 p.m.</u> | (Information) |
| A. TIES (Technology and Information Education Services) - Greg Lehman | |
| B. AMSD (Association of Metropolitan Schools) - Holly Link Terri Swartout | |
| C. WMEP (West Metro Education Program) - Dave Espe | |
| D. ISD 287 (Intermediate School District 287) - Greg Lehman | |
| 14. Closed Session - Negotiations Strategy: <u>7:30 p.m.</u> | (Action) |
| | Motion _____ Seconded _____ |
| <i>Pursuant to 2017 MN Statute 13D.03, Subd.1. The open meeting law permits a public body to hold a closed meeting to discuss strategy and proposals for labor negotiations conducted under the Public Employment Labor Relations Act.</i> | |
| 15. Board Work Plan: <u>8:00 p.m.</u> | |
| A. "Proposed" Work Plan Changes Document | (Action) |
| | Motion _____ Seconded _____ |
| B. 2017-2018 Annual Work Plan (April thru June 2018) | 67 |
| C. 2017-2018 School Board Calendar of Events & Activities (April thru June 2018) | 70 |
| 16. Adjournment: ____ p.m. | (Action) |
| MOTION to adjourn the Monday, April 23, 2018 Meeting of the Eden Prairie School Board at ____p.m. | |

17. Addendum - Item #12 - Board Action on Committee Reports & Minutes

A. Community Linkage Committee Minutes for April 16, 2018

**INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE FEBRUARY 26, 2018
SCHOOL BOARD MEETING**

A Business Meeting of the Independent School District 272 School Board was held on the 26th day of February 2018 in the Administrative Services Center, located at 8100 School Road, Eden Prairie, Minnesota.

1. Convene

A. Call to order

Chair Elaine Larabee called the meeting to order at

Board Members Present: Dave Espe, Elaine Larabee, Greg Lehman, Holly Link, Adam Seidel, Terri Swartout, Lauren Crandall

Superintendent: Josh Swanson

2. Pledge of Allegiance

3. Oath of Office taken by Newly Appointed School Board Member – Congratulations to Lauren Crandall

4. Agenda Review and Approval

MOTION by H. Link, Seconded by G. Lehman to approve the agenda for the Monday, February 26, 2018 Business Meeting of Independent School District 272, Eden Prairie Schools – Passed

5. Approval of Previous Minutes

MOTION by T. Swartout, Seconded by G. Lehman to approve the Unofficial Minutes of the Business Meeting held on Monday, February 12, 2018 – Passed

6. Public Comment

A. A. Anderson – Employee Diversity

B. S. Patri (Parent) – School Safety

7. Announcements – Dr. Josh Swanson

- Last week was Minnesota School Board Recognition Week, and Eden Prairie Schools would like to take this opportunity to recognize our School Board members for the great work they do to help meet our mission of inspiring each student every day. Our school board governs the district, approves budgets and monitors finances, hires a superintendent, and establishes a strategic vision for the district.
 - Thank you *Elaine Larabee* (chair), *Dave Espe* (vice chair), *Holly Link* (treasurer), *Adam Seidel* (clerk), *Greg Lehman* (director), and *Terri Swartout* (director).
- *Congratulations* to the EPHS girls' hockey team for winning the section championship and advancing to the Class AA state tournament.
- *Congratulations* to the Eden Prairie High School gymnastics team for winning the section title and advancing to the State meet. Sophomore Kenzi Kluge won the individual all-around competition as well as individual titles in beam, floor and bars.
- *Congratulations* to the EPHS students who performed at the Minnesota Music Educator's (MMEA) Convention.
- *Congratulations* to the EPHS football team for receiving the MaxPreps Tour of Champions Award.
- *Congratulations* to the EPHS Wind Ensemble, they performed at the Minnesota Music Educators Association conference on Feb. 23 in the Minneapolis Convention Center Ballroom.
- *Congratulations* to the EPHS Math team for winning its division and advancing to the State Meet on March 12. Placing in the top ten individually at the division meet on Feb.12 were junior Frank Han (first place), sophomore Matthew Choi (third place), senior Michael Leiter (tie for fourth place) and senior Nibir Sarma (tie for fourth place).
- *Congratulations* to CMS seventh grader Ryan Stoltz who was named a Distinguished Finalist for the Prudential Spirit of Community Awards for his community service activities. Stoltz is dedicated to including kids' perspectives in the public conversation and over the past three years has covered 45 stories as a kid reporter for Scholastic News Kids Press Corps.

8. Spotlight on Success

- Prairie View Elementary: Implementation of PBIS-Classroom: Students share how they are implementing PBIS in their Classrooms and throughout the school.

9. Board Work

A. Required Board Action

1. Special Education (SPED) Funding Resolution - State (MN)

MOTION by D. Espe, Seconded by H. Link to adopt the “Resolution to Fully Fund Special Education Services” by the State of Minnesota.

| | | | |
|------------|-----|-------------|-----|
| A. Seidel | Yes | H. Link | Yes |
| D. Espe | Yes | L. Crandall | Yes |
| E. Larabee | Yes | T. Swartout | Yes |
| G. Lehman | Yes | | |

Passed – 7 Yeas and 0 Nays

2. Special Education (SPED) Funding Resolution – Federal

MOTION by D. Espe, Seconded by H. Link to adopt the “Resolution to Fully Fund Special Education Services” by the Federal Government.

| | | | |
|------------|-----|-------------|-----|
| A. Seidel | Yes | H. Link | Yes |
| D. Espe | Yes | L. Crandall | Yes |
| E. Larabee | Yes | T. Swartout | Yes |
| G. Lehman | Yes | | |

Passed – 7 Yeas and 0 Nays

3. Record of Board Self-Evaluation

- a. Record of Board Policy Monitoring – Ends & EL’s
- b. Record of Board Self-Evaluation – Governance Policies

10. Superintendent Consent Agenda

A. Monthly Reports

1. Resolution of Acceptance of Donations
2. Human Resources Report
3. Business Services Reports

B. Approval of 2018-2019 School Calendar *Draft*

C. Approval of 2019-2020 School Calendar *Preliminary*

D. American Indian Education Resolution

MOTION by H. Link, Seconded by G. Lehman to approve the Superintendent Consent Agenda as presented – Passed.

11. Board Education & Required Reporting

- A. Review Ends Report 1.1.1 - Each student is reading at grade level by the end of third grade.
- B. Review Ends Report 1.1.2 - Each student achieves individual growth expectations and proficiency annually in, but not limited to, Language Arts, Math and Science.
- C. Overview of Student Assessment for Monitoring the Ends

12. Superintendent’s Incidental Information Report

- A. Reimagine Minnesota

13. Board Action on Committee Reports & Minutes

- A. 2018 School Board Committees
- B. Board Development Committee
- C. Community Linkage Committee
- D. Negotiations Committee
- E. Policy Committee

14. Other Board Updates (TIES, AMSD, WMEP, ISD 287, PTO)

15. Board Work

- A. “Proposed” Annual Work Plan Changes:

Eden Prairie School Board
2017-2018 WORK PLAN CHANGES
February 26, 2018 – APPROVED

| Date of Meeting/Workshop | Changes Requested |
|---|--|
| Monday, February 12, 2018 – Workshop | |
| Monday, February 26, 2018 | |
| Monday, March 12, 2018 – Workshop | |
| Monday, March 26, 2018 | - <u>ADD:</u> Closed Session: Safety & Security Update |
| Monday, April 9, 2018 – Workshop | - <u>MOVE:</u> 2018-2019 School Board Budget 1 st Reading to Board Meeting on April 23 (Presented by Treasurer) |
| Monday, April 23, 2018 | - <u>ADD:</u> 2018-2019 School Board Budget 1 st Reading (Presented by Treasurer) - <u>MOVE:</u> Approval of 2018-2019 School Board Budget to May 21, 2018 |
| Monday, May 7, 2018 – Workshop | - <u>ADD:</u> Designing Pathways Information and Strategic Plan |
| Monday, May 21, 2018 | - <u>ADD:</u> Approval of 2018-2019 School Board Budget |
| Monday, June 4, 2018 – Workshop | |
| Monday, June 18, 2018 | |

**Meetings in May and June 2018 are on the 1st and 3rd Mondays due to the Memorial Day Holiday*

| |
|--|
| Placeholder General Board Work |
| <ul style="list-style-type: none"> Workshop Regarding: Post-Secondary Options |
| Placeholder Policy Review |
| <ul style="list-style-type: none"> Review “Processes & Procedures” (BDC to review and recommend timing) |

MOTION by H. Link, Seconded by G. Lehman to accept the 2017-18 Work Plan Changes as presented – Passed

B. 2017-2018 Annual Work Plan

C. 2017-2018 School Board Calendar of Events & Activities (Jan-Jun)

16. Adjournment

MOTION by A. Seidel, seconded by H. Link to adjourn the February 26, 2018 Business Meeting of the Eden Prairie School Board at 7:59 p.m. – Passed

Adam Seidel, Board Clerk

INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE March 26, 2018
SCHOOL BOARD MEETING

A Business Meeting of the Independent School District 272 School Board was held on the 26th day of March 2018 in the Administrative Services Center, located at 8100 School Road, Eden Prairie, Minnesota.

1. Convene

A. Call to order

Chair Elaine Larabee called the meeting to order at 6:00 p.m.

Board Members Present: Dave Espe, Elaine Larabee, Greg Lehman, Holly Link, Adam Seidel, Terri Swartout, Lauren Crandall

Superintendent: Josh Swanson

2. Pledge of Allegiance

3. Agenda Review and Approval

MOTION by D. Espe, seconded by H. Link to approve the agenda for the Monday, March 26, 2018

Business Meeting of Independent School District 272, Eden Prairie Schools – Passed

AMENDMENT by D. Espe, seconded by H. Link to move item #6, Spotlight on Success before item #5, Announcements for efficiency purposes - Passed

ORIGINAL MOTION with Amendment passed

4. Public Comment

A. A. Anderson – Employee Diversity

B. S. Patri – School Safety

5. Spotlight on Success

A. Compliment Project – Students from CMS Health Class

B. Representative from Prudential to award CMS student Ryan Stoltz the Prudential Spirt Award

6. Announcements – Dr. Josh Swanson

Congratulations to EPHS swimmers for an outstanding performance at State. Senior Nicholas Tullemans placed third in the 100 breaststroke and sixth in the 200 individual medley. Sophomore Soren Dunn finished fourth in both the 200 and 100 freestyle.

Congratulations to seventh grader Emma Giancristoforo, a musical theatre vocalist, was chosen to perform in the MacPhail Center for Music Junior Honors Recital. She will perform “Adelaide’s Lament” from Guys and Dolls by Frank Loesser. She auditioned in front of a panel of MacPhail faculty to earn the opportunity to perform in this high-level recital that speaks to a student’s dedication to music.

Congratulations to CMS eighth grader Iesh) Gujral advanced to the State Science Fair. His project was also nominated for the Broadcom Masters National Science Competition. Projects nominated for this competition are in the top 10% of science fair participants in the nation. He also received the eighth grade Air Force Award which is given to only one project per grade in the regional competition.

Congratulations to Eden Prairie Schools' First Lego League (FLL) "Team Curiosity" finished in the top eight at the Minnesota FLL State Tournament. The team also placed second in Robot Design and third in Head-to-Head Competition.

Congratulations to Eden Prairie Schools' First Lego League (FLL) team "Infiniti" finished seventh in performance at the Minnesota FLL State Tournament.

Congratulations to Eden Prairie High School's Science Olympiad team finished *third at regions and fourth at State*. Individually, junior Avni Jain and senior Winston Chen placed first in Optics, senior Catherine Fabel and senior Mitchell Cave placed third in Ecology, junior Jeffrey Jia and senior Winston Chen placed third in Helicopters, junior Kirill Rakitin and senior Matthew Schachter placed fourth in Remote Sensing, and junior Aditya Satish and senior Mitchell Cave placed fourth in Anatomy and Physiology.

Congratulations to the EPHS girls' Hockey Team for its 4th place finish at the State Tournament.

Congratulations to EPHS Senior Alexa Dobchuk who was named the 2018 Let's Play Hockey Senior Goalie of the Year at the annual Ms. Hockey Awards Banquet. The award is presented annually to the top senior goalie in Minnesota girls' high school hockey.

Congratulations to the Central Middle School speech team finished first at the final district tournament of the season. CMS students also had outstanding individual results in the speech categories of the competition.

Congratulations to the EPHS Varsity (Open) Winterguard team which won first place at the WGI Chicago Regional competition on Saturday, Feb 25. The team will compete at Nationals in April.

Congratulations to EPHS freshman Bryce Dagle, junior Alexander Falkenstein, senior Ben Gruenstein, senior Sam Horn, junior Azi Rankins, and junior Jahsa Rankins competed in the Minnesota State Wrestling Tournament as individuals at the Xcel Energy Center.

Congratulations to EPHS seniors Nathan Claver and Nicole Ruppert who were named the Triple A Award nominees.

- *Triple A Award recipients are selected for each high school by the Minnesota State High School League. The award recognizes seniors who have excelled in the classroom, on the athletic field and in the fine arts.*

Congratulations to Central Middle School 8th grader Jakob Zeller who qualified for a spot on the Alpine Skiing Junior Championship Team. He represented the Central Region at the National Championships/Junior Olympics held in Winter Park, CO.

Congratulations to Freshman Tyler Smitley won a silver medal in Fencing at the Minnesota State High School Championships and placed 11th in the Division III Men's Saber at the North American Cup in Baltimore, MD.

Congratulations to Eighty-six students from Eden Prairie High School participated in the annual Minnesota DECA State Career Development Conference in Minneapolis. In April, 18 students will travel to Atlanta, GA to compete with 20,000 top students from around the world at the International Career Development Conference.

Congratulations to EPHS' Math Team placed fourth at State and junior Frank Han placed first in the individual competition for his second consecutive perfect season. Han also placed in the top 50 at the annual Harvard-MIT Math Tournament.

Congratulations to the EPHS boys' basketball team won the section championship and advanced to the State Tournament where they finished in 4th place.

Congratulations to the EPHS Winter Drumline was awarded first place at the Minneapolis Winter Guard International (WGI) Regional Championships on March 3. They will compete at the WGI Percussion World Championships in Dayton, Ohio, April 19 – 21.

Congratulations to several members who also participated in the solo and ensemble contest, with the following students placing first in their events: Ryan Dainsberg, Dante Natal, Joe Lindquist, Ivan Mathew and Jonah Kandikatla in Bass Drum Ensemble; Ivan Mathew and Varun Saini in Battery Ensemble; Jack Vehmeier in Marching Snare Solo; and Crystal Li in Keyboard Solo. Prairie View Elementary: Implementation of PBIS- Classroom: Students share how they are implementing PBIS in their Classrooms and throughout the school.

7. Board Work

A. Policy Revisions

1. Ends: 1.2 - Each student has the 21st century skills needed to succeed in the global economy.

Proposed Revision: Each Student **demonstrates** the 21st century skills needed to succeed in the global economy

MOTION by H. Link, Seconded by G. Lehman to accept Ends 1.2 revision as presented – Passed

2. Ends: 1.3 - Each student has the knowledge that citizens and residents of the United States need to contribute positively to society.

Proposed Revision: Each student **demonstrates** the knowledge that citizens and residents of the United States need to contribute positively to society

MOTION by L. Crandall, Seconded by G. Lehman to accept Ends 1.3 revision as presented – Passed

3. Governance Process: 4.8 - A School Board-level committee is created by a majority vote of the School Board to assist in the completion of School Board business. The only School

Board committees are those that are set forth in this policy.

Proposed Revision: 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.

MOTION by H. Link, Seconded by G. Lehman to accept Governance Process 4.8 revision as presented – Passed

B. Decision Preparation

1. 2018-19 Capital Budget

a. Capital Budget (Executive Summary)

b. 2018-2019 Capital Outlay

2. Final FY19 Budget Assumptions

a. Fiscal Year (FY) 2019 Budget Assumptions (Executive Summary)

b. Final Budget Assumptions

C. Required Board Action

1. Resolution to Release Probationary Teachers

MOTION by A. Seidel, Seconded by G. Lehman to accept the Resolution to Release Probationary Staff pursuant to Minnesota Statutes 122A.40, the teaching contracts of probationary teachers presented in Independent School District 272, be terminated at the close of the current 2017-2018 school year or sooner, depending on termination of the substitute contract, and that written notice be sent to each of the presented named teachers regarding the termination of contract as provided by law. Passed 7-0

ROLL CALL VOTE

YEAS: H. Link, L. Crandall, D. Espe, T. Swartout, E. Larabee, G. Lehman, A. Seidel

NAYS: None

2. Record of Board Self-Evaluation

a. Record of Board Policy Monitoring – Ends & EL's

MOTION by H. Link, Seconded by G. Lehman to accept the changes/updates to the Record of Board Policy Monitoring for the Ends and EL's as presented - Passed

b. Record of Board Self-Evaluation – Governance Policies (no changes)

8. Superintendent Consent Agenda

A. Monthly Reports

1. Resolution of Acceptance of Donations

2. Human Resources Report

3. Business Services Reports

a. Board Business

b. Financial Summary Reports

c. Seek Bids – Upgrades to Personalized Learning Spaces

B. 2018-2019 Achievement & Integration Budget

1. 2018-19 Achievement & Integration Budget (Executive Summary)

2. 2018-19 Achievement & Integration Budget Summary

MOTION by D. Espe, Seconded by H. Link to add an additional item to the Consent Agenda for item A, #2, Human Resources Report under "New Hire" – Cedar Ridge Elementary Principal", Amy Kettunen Jahnke – Passed

MOTION to approve the Superintendent Consent Agenda with addition – Passed

9. Board Education & Required Reporting

A. Resident Engagement Work

10. Superintendent's Incidental Information Report

A. AVID

B. Innovation Work

11. Board Action on Committee Reports & Minutes

A. Board Development Committee

1. March 9 & 22, 2018 Committee Minutes

MOTION by L. Crandall, Seconded by G. Lehman to accept the Board Development Committee Minutes for March 9 and March 22 as presented - Passed

B. Community Linkage Committee

1. March 1 & 22 Committee Minutes

MOTION by H. Link, Seconded by G. Lehman to accept the Community Linkage Committee Minutes for March 1 and March 22 as presented - Passed

C. Negotiations Committee

D. Policy Committee

12. Other Board Updates (TIES, AMSD, WMEP, ISD 287, PTO)

13. Board Work

A. Closed Session: Safety & Security Update

Pursuant to 2017 MN Statute 13D.05, Subd. 3(d): Meetings may be closed to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure and facilities....

MOTION by A. Seidel, Seconded by H. Link, to move meeting into Closed Session at 7:29 p.m. – Passed

MOTION by A. Seidel, Seconded by H. Link, to move meeting out of Closed Session and re-open regular meeting of the Eden Prairie School Board at 8:49 p.m. – Passed

14. Board Work Plan

A. "Proposed" Annual Work Plan Changes:

Eden Prairie School Board 2017-2018 WORK PLAN CHANGES March 26, 2018 – Proposed

| Date of Meeting/Workshop | Changes Requested |
|--|---|
| Monday, April 9, 2018 – Workshop | - Add: Workshop focused – Agenda Review – “Life of an Agenda” |
| Monday, April 23, 2018 | |
| Monday, May 7, 2018 – Workshop | |
| Monday, May 21, 2018 | |
| Monday, June 4, 2018 – Workshop | - Remove: Workshop - Add: Short Business Meeting – “Closed Session”, a follow-up/update on Safety & Security – Part II |
| Monday, June 18, 2018 | |

**Meetings in May and June 2018 are on the 1st and 3rd Mondays due to the Memorial Day Holiday*

Placeholder General Board Work

- Workshop Regarding: Post-Secondary Options

Placeholder Policy Review

- Review “Processes & Procedures” (BDC to review and recommend timing)

MOTION by A. Seidel, Seconded by H. Link to accept the 2017-18 Work Plan Changes as noted – Passed

B. 2017-2018 Annual Work Plan

C. 2017-2018 School Board Calendar of Events & Activities (Jan-Jun)

15. Adjournment

MOTION by A. Seidel, seconded by T. Swartout to adjourn the March 26, 2018 Business Meeting of the Eden Prairie School Board at 9:02 p.m. – Passed

Adam Seidel, Board Clerk

EDEN PRAIRIE SCHOOL BOARD
2018-2019 (July thru December) ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

Proposed May 21, 2018

| 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 | | | |
| *****2018***** Board Meeting Mon, July 23, 2018 8:00 AM | | | <ul style="list-style-type: none"> Resolution: "Call the General Election" Schedule Candidate Information Sessions | | <ul style="list-style-type: none"> Monthly Reports Student Handbooks <ul style="list-style-type: none"> - EPHS -Strike-thru& - CMS -Summary Changes -Student Handbook - Elementary Schools -Summary Changes -Student Handbook | | <ul style="list-style-type: none"> School Board Candidate Information Meetings at ASC: <ul style="list-style-type: none"> - 10 a.m. & 7 p.m. |
| Board Meeting Mon, Aug 27, 2018 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 | | <ul style="list-style-type: none"> Record of Board Self-Evaluation | | <ul style="list-style-type: none"> Monthly Reports | | |
| Post Meeting Board Workshop Mon, Aug 27, 2018 | | | | | | | <ul style="list-style-type: none"> School Board Mtg. Self-Assessment |
| Board Workshop Mon, Sept 10, 2018 6:00 PM | | | | | | | <ul style="list-style-type: none"> Admin Proposals for FY 2018-19 Workshops NEW Policy Development Discussion (Ends & EL Policies) Policy Monitoring: All BMD Policies Policy Monitoring: GP's: 4.4, 4.5, 4.6, 4.7, 4.8, & 4.10 |

EDEN PRAIRIE SCHOOL BOARD
2018-2019 (July thru December) ANNUAL WORK PLAN

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

Proposed May 21, 2018

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|---|--|----------------------|--|---|---|--|---|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| | | | | | | | •Confirm agenda for next Board Workshop |
| Board Meeting Mon, Sept 24, 2018 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"> •Approval of Preliminary FY 2019-20 Levy -Tax Levy Comparison - Tax Levy Presentation Pay 19 • Resolution Authorizing the Sale of Refunding Bonds •Resolution: Appointment of Election Judges <hr/> <ul style="list-style-type: none"> •Record of Board Self-Evaluation | | <ul style="list-style-type: none"> •Monthly Reports | <u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> • FY 2017-18 Year-end Preliminary Financial Report •FY 2018-19 Preliminary Enrollment Report | |

EDEN PRAIRIE SCHOOL BOARD
2018-2019 (July thru December) ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

Proposed May 21, 2018

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|---|--|----------------------|--|---|---|---|--|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| | | | | | | | |
| Post Meeting Board Workshop Mon, Sept 24, 2018 | | | | | | | •School Board Mtg. Self-Assessment |
| Board Workshop Mon, Oct 8, 2018 6:00 PM | | | | | | | <ul style="list-style-type: none"> •Board Development: Board Governance Processes Discussion •Administration: Setting Stage for FY 2019-20 Budget Guidelines •Policy Monitoring: GP 4.1, 4.2, 4.3, 4.9 •Confirm agenda for next Board Workshop |
| Board Meeting Mon, Oct 22, 2018 6:00 PM | <ul style="list-style-type: none"> •Ends 1.1, 1.2, 1.3 Evidence (FY 2017-18) •EL 2.4 Treatment of Staff •EL 2.8 Compensation and Benefits <hr/> <ul style="list-style-type: none"> •GP 4.1 Governing Style •GP 4.2 School Board Job Products •GP 4.3 Annual Work Plan •GP 4.9 Governance Investment | | <ul style="list-style-type: none"> •Record of Board Self-Evaluation •Resolution Awarding the Sale of Refunding Bonds | | •Monthly Reports | <u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> •Enrollment Report as of Oct. 1, 2018 -Exec. Summary -Capture Rate -History & Projection Totals -Official October 1 Enrollment Count •World's Best Workforce Report | |

EDEN PRAIRIE SCHOOL BOARD
2018-2019 (July thru December) ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

Proposed May 21, 2018

| 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 | | | |
| | | | | | | • FY 2017-2018 Achievement Integration Progress Report | |
| Post Meeting Board Workshop Mon, Oct 22, 2018 | | | | | | | • School Board Mtg. Self-Assessment |
| Board Workshop Mon, Nov 5, 2018 6:00 PM | | | | | | | <ul style="list-style-type: none"> • FY 2018-2019 Superintendent Goal Setting Discussion • GP 4.0 Global Governance Commitment • "New Policy Introductions" • Confirm agenda for next Board Workshop |
| Special Business Meeting Wed, Nov 14, 2018 7:30 AM | | | • Resolution Approving Canvassing of Elections | | | | |
| Board Meeting Mon, Nov 19 2018 6:00 PM | • EL 2.9 Communication and Support to the School Board (Semi-annual) | • <u>Closed Session:</u> Review of FY 2017-18 Superintendent Goals -Minn. Stat. 13D.05, Subd. 3 | <ul style="list-style-type: none"> • FY 2018-2019 Superintendent Goal Setting • School Board Public Comment Policy • School Board Expense Reimbursement Policy | • Treasurer's Report | • Monthly Reports | • FY 2017-18 Audited Financial Presentation | • |

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EDEN PRAIRIE SCHOOL BOARD
2018-2019 (July thru December) ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

Proposed May 21, 2018

| 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 | | | |
| | | | •Record of Board Self-Evaluation | | | | |
| Post Meeting Board Workshop Mon, Nov 19, 2018 | | | | | | | •School Board Mtg. Self-Assessment |
| Board Meeting Mon, Dec 10, 2018 6:00 PM Convene following the Truth in Taxation Hearing | <ul style="list-style-type: none"> •EL 2.5 Financial Planning and Budgeting •EL 2.0 Global Executive Constraint <hr/> <ul style="list-style-type: none"> •GP 4.0 Global Governance Commitment | | <ul style="list-style-type: none"> •Approval of Final FY 2019-20 Levy <hr/> <ul style="list-style-type: none"> •Record of Board Self-Evaluation | | •Monthly Reports | <ul style="list-style-type: none"> •Truth in Taxation Hearing <hr/> <ul style="list-style-type: none"> •Resident Engagement Events | |
| Post Meeting Board Workshop Mon, Dec 10, 2018 | | | | | | | •School Board Mtg. Self-Assessment |

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EDEN PRAIRIE SCHOOL BOARD
2018-2019 (January thru June) ANNUAL WORK PLAN

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

Proposed May 21, 2018

| 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 | | | |

| | | | | | | | |
|---|--|--|---|--|--|--|---|
| <p>*****2019*****</p> <p align="center">Annual Organizational Meeting Mon, Jan 7, 2019 6:00 PM</p> | | | <ul style="list-style-type: none"> • 2018 Annual Organizational Mtg. <ul style="list-style-type: none"> - Election of Officers - School Board Compensation - School Board Calendar • Approval of School Board Meeting Calendar: Jul 1, 2019 through Jun 30, 2020 • Resolution for Combined Polling Places for the General Elections • Appointment of Intermediate District 287 Representative | | <ul style="list-style-type: none"> • 2018 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 for Superintendent to Sign Contracts - Local Education Agency (LEA) Representative - MDE Designation of Identified Official with Authority (IOWA) | | |
| <p align="center">Board Workshop Mon, Jan 7, 2019 6:15 PM</p> | | | | | | | <ul style="list-style-type: none"> • 2019 Committees & Outside Organization Discussion |

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EDEN PRAIRIE SCHOOL BOARD
2018-2019 (January thru June) ANNUAL WORK PLAN

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

Proposed May 21, 2018

| 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 | | | |
| Convene following the Annual Organizational Meeting | | | | | | | <ul style="list-style-type: none"> • 5-Year Financial Forecast • Confirm agenda for next Board Workshop |
| Board Meeting Mon, Jan 28, 2019 6:00 PM | | <ul style="list-style-type: none"> • FY 2019-20 School Calendar (DRAFT) • FY 2020-21 School Calendar- Preliminary) • FY 2019-20 Budget Timelines – <i>First Reading</i> • FY 2019-20 Budget Assumptions – <i>First Reading</i> | <ul style="list-style-type: none"> • FY 2018-19 Mid-Year Budget Approval • Resolution Authorizing the Sale of Facility Maintenance Bonds • Record of Board Self-Evaluation | <ul style="list-style-type: none"> • 2019 School Board Committee & Outside Organization Assignments | <ul style="list-style-type: none"> • Monthly Reports • FY 2019-20 Bus Purchase | | |
| Post Meeting Board Workshop Mon, Jan 28, 2019 | | | | | | | <ul style="list-style-type: none"> • School Board Meeting Self-Assessment |
| Joint Meeting: Eden Prairie School Board & Eden Prairie City Council TBD | | | | | | | |
| Board Workshop Mon, Feb 11, 2019 6:00 PM | | | | | | | <ul style="list-style-type: none"> • Confirm agenda for next Board Workshop |

EDEN PRAIRIE SCHOOL BOARD
2018-2019 (January thru June) ANNUAL WORK PLAN

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

Proposed May 21, 2018

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|---|---|---|--|---|---|--------------------------------------|--|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| Board Meeting Mon, Feb 25, 2019 6:00 PM | | | <ul style="list-style-type: none"> Resolution Awarding the Sale of Facility Maintenance Bonds <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation | | <ul style="list-style-type: none"> Monthly Reports Approval of FY 2019-20 School Calendar-DRAFT Approval of FY 2020-2021 School Calendar – Preliminary American Indian Education Resolution | | |
| Post Meeting Board Workshop Mon, Feb 25, 2019 | | | | | | | <ul style="list-style-type: none"> School Board Meeting Self-Assessment |
| Board Workshop Mon, Mar 11, 2019 6:00 PM | | | | | | | <ul style="list-style-type: none"> Confirm agenda for next Board Workshop |
| Board Meeting Mon, Mar 25, 2019 6:00 PM | | <ul style="list-style-type: none"> FY 2019-20 Capital Budget – <i>First Reading</i> Final FY 2019-20 Budget Assumptions | <ul style="list-style-type: none"> Resolution to Release Probationary Teachers <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation | | <ul style="list-style-type: none"> Monthly Reports | | |
| Post Meeting Board Workshop Mon, Mar 25, 2019 | | | | | | | <ul style="list-style-type: none"> School Board Meeting Self-Assessment |

EDEN PRAIRIE SCHOOL BOARD
2018-2019 (January thru June) ANNUAL WORK PLAN

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

Proposed May 21, 2018

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|---|---|---|---|---|---|--------------------------------------|--|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| Board Workshop Mon, Apr 8, 2019 6:00 PM | | | | | | | • Confirm agenda for next Board Workshop |
| Board Meeting Mon, Apr 22, 2019 6:00 PM | | <ul style="list-style-type: none"> FY 2019-20 School Board Work Plan – <i>First Reading</i> FY 2019-20 School Board Budget – <i>First Reading</i> | <ul style="list-style-type: none"> Approval of FY 2019-20 Capital Budget Approval of FY 2019-20 School Board Meeting Calendar <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation | | • Monthly Reports | | |
| Post Meeting Board Workshop Mon, Apr 22, 2019 | | | | | | | • School Board Meeting Self-Assessment |
| Board Workshop <u>Mon, May 6, 2019</u> 6:00 PM* | | | | | | | • Confirm agenda for next Board Workshop |
| Board Meeting <u>Mon, May 20, 2018</u> 6:00 PM* | | <ul style="list-style-type: none"> FY 2019-20 Budget – <i>First Reading</i> | <ul style="list-style-type: none"> Approval of FY 2019-20 School Board Work Plan Approval of FY 2019-20 School Board Budget <hr/> <ul style="list-style-type: none"> Record of Board Self-Evaluation | | <ul style="list-style-type: none"> Monthly Reports MSHSL Resolution for Membership Approval of FY 2019-20 School Meal Prices | | |

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EDEN PRAIRIE SCHOOL BOARD
2018-2019 (January thru June) ANNUAL WORK PLAN

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

Proposed May 21, 2018

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|--|---|----------------------|--|---|---|---|---|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| Post Meeting Board Workshop <u>Mon, May 20, 2019*</u> | | | | | | | •School Board Meeting Self-Assessment |
| Board Workshop <u>Mon, June 10, 2019</u> 6:00 PM | | | | | | | •Confirm agenda for next Board Workshop |
| Board Meeting <u>Mon, June 24, 2019</u> 6:00 PM | <ul style="list-style-type: none"> •EL 2.9 Communication and Support to the School Board (Semi-annual) •Ends 1.1, 1.2, 1.3 OI (2019-20) | | <ul style="list-style-type: none"> •Approval of FY 2019-20 Budget •ISD 287 10-Year Facilities Maintenance Resolution •Record of Board Self-Evaluation | | <ul style="list-style-type: none"> •Monthly Reports •EPS 10-Year Facilities Maintenance Plan •Q-Comp Annual Report •Annual Review of District Mandated Policies •Approval of Updated District Policies | <ul style="list-style-type: none"> • FY 2018-2019 Annual Overnight /Extended Trip Report | |
| Post Meeting Board Workshop <u>Mon, Jun 24, 2019</u> | | | | | | | •School Board Meeting Self-Assessment |

*Meeting dates changed due to Memorial Day.

First Reading 4/26/18: Proposed 2018-2019 Eden Prairie School Board Budget

Submitted by Holly Link, EPSB Treasurer

| Budget Category | Description | Approved Budget 2015-2016 | Actual Expenses 2015-2016 | Approved Brd.Budget 2016-2017 | Actual Expenses 2016-2017 | Approved Brd.Budget 2017-2018 | Actual Expenses July 2017-Dec 2017 | Estimated Expenses July 2017-June 2018 | Projected 2017-2018 Underspend (Overspend) | Proposed Budget 2018-2019 |
|-----------------|----------------------------|---------------------------|---------------------------|-------------------------------|---------------------------|-------------------------------|------------------------------------|--|--|---------------------------|
| 109 | Board Member Compensation | 35,400.00 | 35,400.00 | 35,400.00 | \$35,400.00 | 35,400.00 | \$17,500.00 | 34,850.00 | 550.00 | 36,300.00 |
| 210 | FICA (Fed Ins Contrib Act) | 2,708.00 | 1,517.70 | 2,708.00 | \$1,270.94 | 2,708.00 | \$556.00 | 1,112.00 | 1,596.00 | 2,000.00 |
| 214 | PERA (Pub Emp Ret Assoc) | 2,655.00 | 960.00 | 1,300.00 | \$1,250.00 | 1,300.00 | \$540.00 | 1,163.00 | 137.00 | 1,500.00 |
| 270 | Workers Comp | 350.00 | 261.00 | 277.00 | \$0.00 | 442.00 | \$0.00 | 0.00 | 442.00 | 300.00 |
| 305 | Service Fees/Consulting | 20,500.00 | 4,408.04 | 15,000.00 | \$5,598.98 | 15,000.00 | \$1,423.00 | 2,836.00 | 12,164.00 | 15,000.00 |
| 329 | Postage | 0.00 | 0.00 | 0.00 | \$32.32 | 0.00 | \$0.00 | 0.00 | 0.00 | 0.00 |
| 366 | Travel/Conferences | 5,750.00 | 3,640.87 | 5,750.00 | \$3,181.67 | 5,750.00 | \$1,310.00 | 4,055.00 | 1,695.00 | 7,000.00 |
| 398 | Chargeback | 250.00 | 56.95 | 250.00 | \$654.37 | 500.00 | \$745.00 | 1,832.00 | -1,332.00 | 1,500.00 |
| 401 | General Supplies | 500.00 | 399.66 | 500.00 | \$213.47 | 500.00 | \$89.00 | 244.00 | 256.00 | 400.00 |
| 490 | Food Cost | 0.00 | 270.68 | 500.00 | \$360.85 | 500.00 | \$108.00 | 903.00 | -403.00 | 400.00 |
| 820 | Membership/Dues | 16,400.00 | 15,677.00 | 16,400.00 | \$15,754.00 | 16,400.00 | \$16,067.00 | 16,067.00 | 333.00 | 16,400.00 |
| | TOTALS | 84,513.00 | 62,591.90 | 78,085.00 | \$63,716.60 | 78,500.00 | \$38,338.00 | 63,062.00 | 15,438.00 | 80,800.00 |

Account

109
210
214
270
305
366
398
401
490
820

Proposed Budget Assumptions

Board compensation reflects board approved increase in Vice Chair compensation
FICA @ 5.5%
PERA participation by majority of board
Workman's Comp based on historical amounts
Reserve option for advanced Policy Governance consulting
Board training, development, community events, reserve option for conference
Increase to more accurately reflect historical amount
Nameplates, badges, Robert's Rules, Policy Governance Books, etc.
Based on historical amounts
Based on historical amounts



April 23, 2018

To: Dr. Josh Swanson, Superintendent
From: The Business Office
Re: Capital Budget

This is the second reading of the capital outlay and building fund budgets for fiscal year 2019. The documents presented are unchanged from the first reading in March.

In keeping with the 2018-19 budget timeline, the capital outlay and building fund budgets are brought to the board for discussion in March and for approval in April. This timeline allows for adequate planning and implementation of projects needed for the 2019 school year. Most of larger projects included within the capital budget are spent during the summer months, so approval of this budget is needed earlier than the general operating budget in order to secure bids and quotes.

There are four budget areas within the capital outlay and building funds, mostly due to legal restrictions on the use of the designated revenue streams. Each budget area has its own revenue source and corresponding expenditures aligned to meet the Minnesota Department of Education's guidelines on appropriate use. See the attached table which shows a breakdown of the budget areas, including the funding source along with a summary of the revenue, expenditures and fund balances for fiscal year 2019.

The expenditure budgets comprise of planned projects to be undertaken in the coming year. They represent the district administrations' recommendation of priority projects necessary to achieve the district's academic & facility goals for fiscal year 2019. The budget recommendation is a culmination of the input and prioritization process, which included site administrators, department administrators with direct oversight of the budget areas, and the superintendent's cabinet. Where applicable, the department of education has reviewed and given its approval of certain projects, including health & safety and long-term facility maintenance projects.

| Category | Revenue/Funding Source | Expenditures |
|---------------------------------------|---|---|
| Capital Outlay Fund | | |
| Operating Capital | State funding formula (split between State Aid and Levy) per Adjusted Pupil Unit (APU) based upon building age and square footage | <ul style="list-style-type: none"> • Minor building and equipment repair and replacement. • School bus replacement cycle • Cafeteria table replacements • Classroom furniture • Math curriculum adoption • Custodial, Grounds & Transportation equipment • Annual snow removal, dome setup/takedown, inspections |
| | Lease levy | Costs for leased spaces as approved by the MDE. |
| Health & Safety (LTFM) | Annual levy for MDE health & safety related projects | MDE Approved Projects such as: <ul style="list-style-type: none"> • Program management staff • Training (blood-borne pathogen, first aid, CPR, vaccine) • Personal protective equipment • Elevator, fire & other inspections • Equipment, lighting, and hazard replacements/repairs • Annual playground surface |
| Capital Projects Levy (Technology) | Voter approved annual levy | <ul style="list-style-type: none"> • Technology staff salary & benefits • Student & staff devices (lease payments) • Other technology equipment & peripherals • Infrastructure needs (servers, wiring, switches, data lines) • Software & licenses • Print center equipment |
| Building Fund | | |
| Long-Term Facility Maintenance (LTFM) | Proceeds from 2017 bond sale and LTFM Aid | MDE Approved Deferred Maintenance Projects such as: <ul style="list-style-type: none"> • Window replacement • Roofing, paving, parking lot repairs • Carpet replacement • Dome and turf replacement • Door/hardware replacement |

Capital and Building Funds
Summary of Revenue, Expenditures and Fund Balance
Fiscal Year 2018-19

| Description | (A) Operating Capital | (B) Cell Tower | (C) Long-Term Facilities Maintenance (LTFM) | | (D) Deferred Capital | (E) Capital Projects | Capital and Building Fund Totals |
|---|-----------------------------|----------------------|---|--|-------------------------|----------------------------|--|
| | | | Health & Safety | | | | |
| 6/30/18 Fund Balance | \$ 631,115 | \$ 100,774 | \$ (16,994) | | \$ 4,689,448 | \$ 277,262 | \$ 5,681,605 |
| Revenues | | | | | | | |
| Local Levy | \$ 978,015 | \$ - | \$ 560,700 | | \$ 539,787 | \$ 6,592,060 | \$ 8,670,562 |
| Local Levy (Intermediate District #287 Projects) | - | - | 84,378 | | - | - | 84,378 |
| Building Lease Levy | 1,327,164 | - | - | | - | - | 1,327,164 |
| Operating Capital (2018 Adjustment) | (27,825) | - | - | | - | - | (27,825) |
| Operating Capital (2016 Adjustment) | 7,009 | - | - | | - | - | 7,009 |
| Health&Safety (2017 Adjustment) | - | - | (80,070) | | - | - | (80,070) |
| Building Lease Levy (Pay15 Adjustment) | (18,750) | - | - | | - | - | (18,750) |
| Capital Facilities Bonds (Adjustment) | (122,798) | - | - | | - | - | (122,798) |
| State Aid | 1,138,870 | - | - | | - | - | 1,138,870 |
| Cell Tower Lease Revenue | 24,000 | 66,000 | - | | - | - | 90,000 |
| Insurance Checks FY18 - Bus Fire & Accident | 126,904 | - | - | | - | - | 126,904 |
| LTFM - Building Fund Interest | - | - | - | | 30,000 | - | 30,000 |
| H&S Fund Balance Offset | (12,686) | - | 12,686 | | - | - | - |
| Misc Revenue for lost/broken equipment | - | - | - | | - | 50,000 | 50,000 |
| E-rate | - | - | - | | - | 250,000 | 250,000 |
| Subtotal Revenue | \$ 3,419,903 | \$ 66,000 | \$ 577,694 | | \$ 569,787 | \$ 6,892,060 | \$ 11,525,444 |
| Funds Available | \$ 4,051,018 | \$ 166,774 | \$ 560,700 | | \$ 5,259,235 | \$ 7,169,322 | \$ 17,207,049 |
| Expenditures | | | | | | | |
| High School | \$ - | \$ - | \$ 8,000 | | \$ - | \$ - | \$ 8,000 |
| High School Activities | - | 66,000 | - | | - | - | 66,000 |
| Central Middle School | 50,000 | - | 68,500 | | - | - | 118,500 |
| EHSI/Oak Point Elementary | 54,000 | - | 3,500 | | - | - | 57,500 |
| Cedar Ridge Elementary | 20,000 | - | 2,000 | | - | - | 22,000 |
| Eden Lake Elementary | 5,000 | - | 2,000 | | - | - | 7,000 |
| Forest Hills Elementary | - | - | 2,000 | | - | - | 2,000 |
| Prairie View Elementary | 21,000 | - | 2,000 | | - | - | 23,000 |
| Administrative Services Center | 5,000 | - | - | | - | - | 5,000 |
| Lower Campus | 6,000 | - | - | | - | - | 6,000 |
| Education Center | 34,200 | - | - | | - | - | 34,200 |
| Transportation/Grounds | 198,000 | - | - | | - | - | 198,000 |
| District Wide | 495,000 | - | 472,700 | | 5,259,235 | - | 6,226,935 |
| Transportation - School Buses | 654,000 | - | - | | - | - | 654,000 |
| Personalized Learning & Instruction | 777,000 | - | - | | - | - | 777,000 |
| Subtotal Expenditures | \$ 2,319,200 | \$ 66,000 | \$ 560,700 | | \$ 5,259,235 | \$ - | \$ 8,205,135 |
| Lease Levy Expenditures | | | | | | | |
| Intermediate District #287 Programs | \$ 586,714 | \$ - | \$ - | | \$ - | \$ - | \$ 586,714 |
| University of MN - Graduation Venue | 12,500 | - | - | | - | - | 12,500 |
| Golf Program Green Fees | 3,000 | - | - | | - | - | 3,000 |
| Alpine Ski Fees | 8,000 | - | - | | - | - | 8,000 |
| City of EP Community Center- Pool and Ice Arena | 125,000 | - | - | | - | - | 125,000 |
| TIES Building Lease | 18,754 | - | - | | - | - | 18,754 |
| City of Eden Prairie - Com Ed & Transition Program | 486,318 | - | - | | - | - | 486,318 |
| Hennepin Technical College - Transition Program | 2,500 | - | - | | - | - | 2,500 |
| Metro South Collaborative - Formerly Shape | 80,621 | - | - | | - | - | 80,621 |
| Hopkins Schools - Other Community Education Programs | 3,757 | - | - | | - | - | 3,757 |
| Subtotal Expenditures | \$ 1,327,164 | \$ - | \$ - | | \$ - | \$ - | \$ 1,327,164 |
| District-Wide Contingency | \$ 100,000 | \$ - | \$ - | | \$ - | \$ - | \$ 100,000 |
| Capital Projects (also known as Technology) Levy | \$ - | \$ - | \$ - | | \$ - | \$ 6,876,410 | \$ 6,876,410 |
| Total 2018-19 Capital Expenditures | \$ 3,746,364.26 | \$ 66,000 | \$ 560,700 | | \$ 5,259,235 | \$ 6,876,410 | \$ 16,508,709 |
| Restricted Fund Balance Estimate @ 6/30/19 | \$ 304,654 | \$ 100,774 | \$ - | | \$ - | \$ 292,912 | \$ 698,340 |
| Fund Balance as a Percentage of Expenditures | 8.13% | 152.69% | 0.00% | | 0.00% | 4.26% | 4.23% |

2018-2019 School Board Meeting Calendar

| Date | Time | Meeting Type | Location |
|-------------------------------------|------------------|--|---|
| July 2018 | | | |
| Monday, July 23, 2018 | 8:00AM | Brief Business Meeting | Administrative Services Center |
| August 2018 | | | |
| Monday, Aug 27, 2018 | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| September 2018 | | | |
| Monday, Sept 10, 2018 | 6:00PM | Board Workshop | Administrative Services Center |
| Monday, Sept 24, 2018 | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| October 2018 | | | |
| Monday, Oct 08, 2018 | 6:00PM | Board Workshop | Administrative Services Center |
| Monday, Oct 22, 2018 | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| November 2018 | | | |
| Monday, Nov 5, 2018 ⁽¹⁾ | 6:00PM | Board Workshop | Administrative Services Center |
| Wednesday, Nov 14, 2018 | 7:30 AM | Brief Business Meeting (Canvass Elections) | Administrative Services Center |
| Monday, Nov 19, 2018 ⁽¹⁾ | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| December 2018 | | | |
| Monday, Dec 10, 2018 | 6:00PM | Truth in Taxation Hearing Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center (No Regular Board Workshop in December) |
| January 2019 | | | |
| Monday, Jan 7, 2019 | 6:00PM 6:30PM | Annual Organizational Meeting Board Workshop | Administrative Services Center |
| Monday, Jan 28, 2019 | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| February 2019 | | | |
| Monday, Feb 11, 2019 | 6:00PM | Board Workshop | Administrative Services Center |
| Monday, Feb 25, 2019 | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| March 2019 | | | |
| Monday, Mar 11, 2019 | 6:00PM | Board Workshop | Administrative Services Center |

2018-2019 School Board Meeting Calendar

| Date | Time | Meeting Type | Location |
|---|--------|---|--------------------------------|
| Monday, Mar 25, 2019 | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| April 2019 | | | |
| Monday, Apr 08, 2019 | 6:00PM | Board Workshop | Administrative Services Center |
| Monday, Apr 22, 2019 | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| May 2019 | | | |
| Monday, May 06, 2019 ⁽²⁾ | 6:00PM | Board Workshop | Administrative Services Center |
| Monday, May 20, 2019 ⁽²⁾ (2) Memorial Day is Monday, May 27 th | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |
| June 2019 | | | |
| Monday, June 10, 2019 | 6:00PM | Board Workshop | Administrative Services Center |
| Monday, June 24, 2019 | 6:00PM | Regular Business Meeting Post Meeting Board Workshop | Administrative Services Center |

(1) Veteran's Day falls on Sunday, November 11th and is observed on Monday, November 12, 2018.

(2) Memorial Day Holiday falls on the fourth Monday, May 27, 2019.

Monthly Reports – 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:

Forest Hills Elementary:

- Donation of \$145.65 – Steve Nave (The Benevity Community Impact Fund): Funds will be used to support their curriculum and classroom needs.

Prairie View Elementary:

- Donation of \$70.00 – Gary Harbo (Kutie Kari Books Inc.): Funds will be used for years to come by present and forthcoming students.
- Donation of \$300.00 – Lisa Heinecke (Aetna Foundation): Funds will be used for years to come by present and forthcoming students.
- Donation of \$483.88 – PTO (Rachel Nave): Funds used to off-set cost incurred for custodial costs for this year's carnival.
- Donation of \$462.00 – PTO (Rachel Nave): Funds used to off-set cost incurred for nominees to attend the FEP Legacy Awards dinner.

SUPERINTENDENT CONSENT AGENDA

A. Semi-Monthly Reports

HUMAN RESOURCES

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

a. New Hires

Footes, Alisa – Community Education Program Supervisor, Community Education, working 8 hours/day, 5 days/week, 260 days/year, effective 5/1/2018.

Foreman-Weninger, Leah – Community Education Program Supervisor, Community Education, working 8 hours/day, 5 days/week, 260 days/year, effective 5/1/2018.

2. Human Resources - Licensed Staff

a. New Hires

Allen, Daniel – Industrial Technology Teacher, 0.15 FTE, Central Middle School, effective 4/9/2018 through 6/8/2018.

Guille, Jamey – American Sign Language, 1.167 FTE, Eden Prairie High School, effective 8/27/2018.

b. Resignation/Retirements

Farrell, Erin – Teacher on Special Assignment – Behavior Specialist, 0.80 FTE, District Wide, effective 5/10/2018.

Holland, Samantha – Grade 3 Teacher, 1.0 FTE, Eagle Heights Spanish Immersion, effective 6/8/2018.

Johnson, Scott – Special Education Teacher, 1.0 FTE, Forest Hills Elementary, effective 6/8/2018.

3. Human Resources - Classified Staff

a. New Hires

BUILDING SERVICES

Pinzon, Omar – Custodian, Oak Point Elementary, working 8 hours/day, 260 days/year, effective 3/19/2018.

Talavera Torres, Victor – Custodian (Non-Licensed, Night), Eden Prairie High School, 8 hours/day, 5 days/week, 260 days/year, effective 4/16/2018.

CLASS

MacLennan, Mary – Office Professional – Student Activities, Eden Prairie High School, 4 hours/day, 5 days/week, 41 days/year, 4/13/2018 through 6/8/2018.

Sherman, Camilla – Human Resources Staffing Specialist, Community Education, 8 hours/day, 5 days/week, 260 days/year, effective 5/7/2018.

FOOD SERVICE

Smith, Lizbeth – Food Service Assistant 1, Cedar Ridge Elementary, working 4.5 hours/day, 89 days/year, effective 3/23/2018.

MSEA

Aden, Zahrah – Playground Paraprofessional, Forest Hills Elementary, working 2.5 hours/day, 5 days/week, 178 days/year, effective 3/26/2018.

Boe, Grant – Security Monitor, Eden Prairie High School, 8 hours/day, 5 days/week, 178 days/year, effective 4/16/2018.

Endale, Edget – Lunchroom Paraprofessional, Oak Point Elementary, working 3 hours/day, 5 days/week, 178 days/year, effective 3/21/2018.

Green, Reilly – Special Education Paraprofessional, Forest Hills Elementary, working 5 hours/day, 5 days/week, 52 days/year effective 3/19/2018 through 6/7/2018.

Holloway, Todd – Avid Tutor, Central Middle School, 5.5 hours/day, 2 days/week, 16 days/year, effective 4/17/2018.

TRANSPORTATION

Orosz, Steven – Bus Driver, Transportation, 5.08 hours/day, 5 days/week, 178 days/year, effective 3/30/2018.

b. Resignations/Retirements

MSEA

Braunworth, Carol – Special Education Paraprofessional, Prairie View Elementary, effective 6/7/2018.

Damon, Kelly – Security Monitor, Eden Prairie High School, effective 3/16/2018.

Finstad, Rachel – Special Education Paraprofessional, Eden Prairie High School, effective 4/20/2018.

Johnson, Charlene – Special Education Paraprofessional, Prairie View Elementary, effective 6/7/2018.

Stephens, Jennifer – Special Education Paraprofessional, Forest Hills Elementary, effective 6/7/2018.

TRANSPORTATION

Kish, Pauline – Bus Driver, Transportation, effective 3/31/2018.

Board Business

General Consent Agenda

Approval of Payments, all funds, March 2018

| | |
|--------------------------|-----------------------|
| Check #396072-396352 | \$1,415,935.23 |
| Electronic Disbursements | \$5,014,669.14 |
| TOTAL | \$6,430,604.37 |

Acknowledgment of Electronic Transfers March 2018

| INVEST DATE | FROM | TO | INTEREST RATE | MATURITY DATE | PRINCIPAL |
|----------------|---------------|---------|------------------|------------------|----------------|
| 04/06/17 | PMA Financial | MNTrust | 1.000% | 04/06/18 | \$249,975.00 |
| 04/06/17 | PMA Financial | MNTrust | 1.000% | 04/06/18 | \$249,975.00 |
| 04/06/17 | PMA Financial | MNTrust | 1.000% | 04/06/18 | \$2,530,050.00 |

**EDEN PRAIRIE SCHOOLS
GENERAL FUNDS
MONTHLY REVENUE/EXPENDITURE REPORT
FOR THE MONTH ENDING: Mar-18**

| REVENUES/TRANSFERS IN (BY SOURCE CODE) | | | | | | |
|---|--------------------|------------------------|-----------------------|------------------------------|----------------------|----------------------|
| SOURCE | DESCRIPTION | MONTH TO DATE RECEIVED | YEAR TO DATE RECEIVED | CURRENT FULL YEAR PROJECTION | THIS YEAR % RECEIVED | LAST YEAR % RECEIVED |
| 001-020 | TAXES | \$ - | \$ 17,026,161 | \$ 23,829,769 | 71.45% | 65.85% |
| 021-040 | TUITION | - | 47,705 | 66,000 | 72.28% | 95.73% |
| 041-089 | FEES & ADMISSIONS | 77,601 | 757,230 | 903,000 | 83.86% | 84.46% |
| 090-199 | MISC REVENUE | 115,315 | 944,350 | 2,090,000 | 45.18% | 47.42% |
| 200-399 | STATE AID | 11,421,496 | 46,998,517 | 77,739,504 | 60.46% | 61.65% |
| 400-499 | FEDERAL PROGRAMS | - | 14,369 | 2,837,580 | 0.51% | 0.94% |
| 600-649 | SALES | 1,724 | 193,372 | 56,100 | 344.69% | 86.58% |
| | | \$ 11,616,136 | \$ 65,981,704 | \$ 107,521,953 | 61.37% | 60.96% |
| | CAPITAL OUTLAY | 11,342 | 341,471 | 10,121,162 | 3.37% | 12.41% |
| | STUDENT ACTIVITIES | 195,870 | 1,290,294 | 2,000,000 | 64.51% | 69.10% |
| Revenue Notes: | | | | | | |
| * Sales includes insurance recovery revenue not budgeted. | | | | | | |

| EXPENDITURES/TRANSFERS OUT (BY OBJECT CODE) | | | | | | |
|---|-------------------------|------------------------|-----------------------|------------------------------|----------------------|----------------------|
| OBJECT | DESCRIPTION | MONTH TO DATE EXPENDED | YEAR TO DATE EXPENDED | CURRENT FULL YEAR PROJECTION | THIS YEAR % EXPENDED | LAST YEAR % EXPENDED |
| 100 | SALARIES | \$ 6,248,324 | \$ 45,448,158 | \$ 73,614,643 | 61.74% | 61.18% |
| 200 | BENEFITS | 1,869,752 | 14,137,244 | 21,989,683 | 64.29% | 64.74% |
| 300 | PURCHASED SVCS | 652,374 | 5,327,964 | 7,374,351 | 72.25% | 65.07% |
| 400 | SUPPLIES & EQUIPMENT | 232,311 | 2,412,316 | 2,871,129 | 84.02% | 66.54% |
| 800 | OTHER EXPENSES | 2,953 | 134,541 | 209,501 | 64.22% | 83.47% |
| 900 | TRANSFERS & CONTINGENCY | - | - | 234,050 | 0.00% | 0.00% |
| | | \$ 9,005,713 | \$ 67,460,223 | \$ 106,572,986 | 63.30% | 62.26% |
| | CAPITAL OUTLAY | 349,018 | 7,782,119 | 9,855,573 | 78.96% | 85.60% |
| | STUDENT ACTIVITIES | 82,219 | 1,066,112 | 2,000,000 | 53.31% | 68.39% |
| Expenditure Notes: | | | | | | |



April 23, 2018

To: Dr. Josh Swanson
From: Business Office
Re: Seek Bids for Eden Prairie High School (EPHS) Secure Entrance Project

The authorization to seek bids begins the process to modify existing entrances at EPHS to provide additional security. This project will focus on remodeling 3 entrances (North, South, East) during summer 2018 to be opened and ready for use by September 4, 2018.

The high school currently has 3 main entrances monitored by district staff and uses a check in process. To enhance and provide another layer of security this project would create secure vestibules similar to the ones installed at the elementary and middle schools. Approval to seek bids will allow timely development of project specifications, plans, and drawings to solicit bids from contractors.

Funding for this project is not yet determined. We are proposing to utilize assigned fund balance that was previously designated by the school board to begin the project. We are anticipating legislative changes for safety and security which may add or free up existing dollars to ultimately be used for this project. Costs for this project are approximately \$325,000.



April 23, 2018

To: Dr. Josh Swanson
From: Business Office
Re: Accept Bid for Concrete Repair/Replacement

The school board authorized the district seek bids to repair/replace concrete district wide. The majority of the work will be sidewalks, curbs, spillways, and structural support/repair of retaining walls. The low bid was Create Construction at \$71,780.

There are spots within the district where concrete walkways, curbs and retaining walls are cracked and deteriorated to a condition where they need to be replaced/repared.

Funding for this project will come from the Long Term Facility Maintenance Revenue and is on the deferred maintenance list of summer 2018. The budget for this project was \$250,000.



April 23, 2018

To: Dr. Josh Swanson
From: Business Office
Re: Accept Bid for Cedar Ridge Roof Replacement

The school board authorized the district seek bids to replace the built-up roofs at Cedar Ridge Elementary School as part of the building roof replacement plan during summer 2018. The low bid was \$1,172,960 from Flynn Midwest Roofing.

The roofs at CR are 26 years old and have come to an end of the service life of this roof system. We have had many leaks and repairs are becoming frequent. This is the 3rd and final phase of the project to complete the roof replacement.

Funding for this project will come from the Long Term Facility Maintenance Revenue and is on the deferred maintenance list for summer 2018. The budget for this roofing project and the Transportation roof replacement was \$2,500,000 with combined bids for both projects coming in at a favorable \$1,824,043.



April 23, 2018

To: Dr. Josh Swanson
From: Business Office
Re: Accept Bid for Lighting Upgrades

The school board authorized the district seek bids to replace old high-intensity discharge (HID) and compact fluorescent (CF) lighting with light emitting diode (LED) technology district wide. The majority of the work will be parking lots, exterior wall pack lights, and some interior lighting. The low bid was \$201,330 from Prairie Electric of Eden Prairie.

The lighting district wide is older technology and inefficient HID/CF lighting. This project will continue upgrading the lighting district wide to LED. This will allow us to capitalize on the rebates offered by the utility company and reduce the district annual energy usage.

Funding for this project will come from the Long Term Facility Maintenance Revenue and is on the deferred maintenance list for summer 2018. The budget for this project was \$300,000.



April 23, 2018

To: Dr. Josh Swanson
From: Business Office
Re: Accept Bid for Pavement Repair/Replacement

The school board authorized the district seek bids to repair/replace asphalt pavement district wide. The majority of the work will be parking lot repair/replacement. The low bid was \$634,246 from Minnesota Roadways.

Each year we evaluate pavement condition and recommend repair or replacement. Some of the pavements throughout the district have cracked and deteriorated to a condition where they need to be fixed either through complete reclaiming of the asphalt or crack seal and chip coating.

Funding for this project will come from the Long Term Facility Maintenance Revenue is on the deferred maintenance list for summer 2018. The budget for this project was \$600,000.



April 23, 2018

To: Dr. Josh Swanson
From: Business Office
Re: Accept Bid for Transportation Roof Replacement

The school board authorized the district seek bids to replace the built-up roofs and sheet metal roofs at the Transportation building. The low bid was \$651,083 from Schwicterts Roofing.

The roofs at Transportation are 20 years old and have come to an end of the service life of this roof system. We have had many leaks and repairs are becoming frequent.

Funding for this project will come from the Long Term Facility Maintenance Revenue and is on the deferred maintenance list for summer 2018. The budget for this roofing project and the Cedar Ridge roof replacement was \$2,500,000 with combined bids for both projects coming in at a favorable \$1,824,043.



April 23, 2018

To: Dr. Josh Swanson, Superintendent
From: The Business Office
Re: Area Learning Center (ALC) Fiscal Agent Agreement

Eden Prairie Schools is partnering with District 287 to create an Alternative Learning Center Academy that provides a middle college experience on the Hennepin Technical College Eden Prairie campus. The current Gateway to College program is located in Brooklyn Park but will evolve into an Osseo School District run ALC, resulting in the need for a new location.

The Hennepin Gateway to College program is a unique District 287 Area Learning Center that offers a second chance for high school students who have not earned a diploma (ages 16-20) or high school students who are currently behind in their credits. Through this program, students earn dual credit by completing their high school diploma while earning college credits from HTC.

The program began in 2013 under the guidelines of a nationally proven model funded in part by the Bill & Melinda Gates Foundation. Students succeed in a college setting under the guidance of an innovative team of instructors and resource specialists.

This program will generate additional general education revenue for Eden Prairie Schools and provide a convenient location for some of our students to complete their credits towards a diploma.

Area Learning Center

Fiscal Agent Agreement

Intermediate District 287, (District 287) an intermediate school district organized under the laws of Minnesota, and Independent School District 272, (Eden Prairie Schools), an independent school district organized under the laws of Minnesota, hereby mutually agree to cooperate in the operation of an Area Learning Center as defined in this agreement.

PURPOSE:

The purpose of this agreement is to provide for the rights and obligations of the parties in the operation of an Area Learning Center, and to provide orderly flow of State financial aid from the State of Minnesota, Department of Education, as generated by pupils attending the Area Learning Center, which is known as Gateway to College-Hennepin Technical College-Eden Prairie Campus.

OBLIGATIONS OF INTERMEDIATE DISTRICT 287:

- 1) Except as otherwise provided herein, District 287 will be responsible for any and all duties and obligations in respect to operation of the Area Learning Center.
- 2) All financial expenditure accounting will be maintained by District 287.
- 3) All state categorical aid will be accounted for, and applied for, by District 287.
- 4) District 287 will be responsible for maintaining the student accounting system.
- 5) District 287 will maintain a daily/hourly attendance reporting system for reporting student registration and Average Daily Membership (ADMs) to District 272 as required by the State of Minnesota.
- 6) District 287 will identify the resident school districts of students in attendance.
- 7) District 287 will bill District 272 for general education revenue and English Learner revenue on an annual basis, based on actual WADMs for the fiscal year.
- 8) District 287 will be responsible for billing resident districts of disabled Area Learning Center pupils, if any, for special education instruction and services per Minn. Stat. 127A.47, Subd. 7(d).

OBLIGATIONS OF THE FISCAL AGENT DISTRICT 272:

1. District 272 will provide District 287 with its current general education revenue allowances per pupil unit for billing purposes.
2. District 272_ will provide District 287 with its current English Learners revenue allowance per pupil unit for billing purposes.
3. District 272_ shall include the resident and nonresident pupils attending the Area Learning Center in its State reports and enrollment projections for the purpose of obtaining general education revenue.
4. District 272 will include pupil units attending the Area Learning Center for appropriate levy authority.
5. Anticipated general education aid and other aids accruing to District 272 per Minn. Stat. 127A.47 Subd. 7, on behalf of all pupil units attending the Area Learning Center will be included in the quarterly bills from District 287.

6. District 287 will deduct from its billing the transportation component of the basic formula allowance for District 272 WADMS attending the ALC as long as District 272 is offering at its expense, daily round-trip transportation to the ALC for these students.
7. In the event additional state or federal funding is made available for use at W-ALT, District 272 shall apply all such revenue for the benefit of all pupil units enrolled at and attending the ALC.

MUTUAL OBLIGATIONS AND UNDERSTANDINGS:

1. Required reports will be submitted by each party on a timely basis to the appropriate agencies. A copy will be forwarded to the other party for their records.
2. This agreement may only be amended in writing following the adoption of such amendment by both parties.
3. There shall be no additional fees or charges imposed by either party in carrying out the terms of the agreement.
4. District 287 shall not be responsible for providing transportation for the Area Learning Center students. Resident districts are responsible for transportation according to the applicable statutes.
5. At the conclusion of each fiscal year, representatives of the parties may meet to review the final actual revenue attributable to the Area Learning Center pupil units for the previous year. District 287 will generate an additional billing or reimbursement to District 272, as appropriate, to reflect the adjustment to the previous year's invoices. It is understood that this final adjustment cannot be made until the State's General Education Report for District 272 is final.

EFFECTIVE AND TERMINATION DATES:

This agreement shall be effective when approved by both parties and shall remain in effect unless terminated by either party on June 30 of any year provided that written notice is sent to the other party by the preceding February 1 in order to ensure timely notification of staff prior to termination, or upon mutual agreement.

EXECUTION:

This constitutes the complete agreement, and the parties hereby execute and authorize this agreement.

Intermediate District 287

Eden Prairie Schools, District 272

Chairperson Date

Chairperson Date

Clerk Date

Clerk Date

Adopted: June 25, 2013

MSBA/MASA Model Policy 503

Orig. 1995

Revised: August 12, 2014

Rev. 2013 **2018**

Revised: April 23, 2018

503 STUDENT ATTENDANCE

I. PURPOSE

- A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance. It is intended to be positive and not punitive.
- B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

It is the student's right to be in school. It is also the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon

request. Finally, it is the teacher's responsibility to work cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

4. Administrator's Responsibility

- A. It is the administrator's responsibility to require students to attend all assigned classes and study halls. It is also the administrator's responsibility for knowing the procedures governing attendance and to apply these procedures uniformly to all students. The administrator assures maintenance of accurate records on student attendance, and the preparation of a list of the previous day's absences stating the status of each. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.
- B. In accordance with the Minnesota Compulsory Instruction Law, Minn. Stat. § 120A.22, the students of the school district are REQUIRED to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

B. Attendance Procedures

Attendance procedures are approved administratively and the attendance procedures will be included in student handbooks.

1. Excused Absences

- a. The following reasons shall be sufficient to constitute excused absences:
 - (1) Illness.
 - (2) Serious illness in the student's immediate family.
 - (3) A death or funeral in the student's immediate family or of a close friend or relative.
 - (4) Medical, dental, or orthodontic treatment, or a counseling appointment.
 - (5) Court appearances occasioned by family or personal action.
 - (6) Religious instruction not to exceed three hours in any week.
 - (7) Physical emergency conditions such as fire, flood, storm, etc.

-
- (8) Official school field trip or other school-sponsored outing.
 - (9) Removal of a student pursuant to a suspension
 - (10) Family emergencies.
 - (11) Active duty in any military branch of the United States.
 - (12) A student's condition that requires ongoing treatment for a mental health diagnosis.
 - (13) Family vacation (limited to 5 days per year) handled as excused absences and students will be permitted to complete make-up work
 - (14) Religious observance

Excused Absence Procedures

- (1) In order for an absence to be excused, a parent needs to call the school attendance line prior to, or the day of the absence. The parent needs to state when the child will be absent and explain the reason for the absence.
- (2) Students whose absences are excused are required to make up assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.
- (3) Work missed because of absence must be made up within 2 days from the date of the student's return to school. Any work not completed within this period shall result in "no credit" for missed assignments. However, the building principal or the classroom teacher may extend the time allowed for completion of make-up work in the case of an extended illness or other extenuating circumstances.

Students who accumulate excessive absences, even when excused, will work with the school staff and parents to develop a plan to assure attendance at school daily.

2. Unexcused Absences

A. The following are examples of absences which will not be excused:

- (1) Truancy. An absence by a student which was not approved by the parent and/or the school district.
- (2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance procedures.

- (3) Work at home.
- (4) Work at a business, except under a school-sponsored work release program.
- (5) Vacations with family without prior notice and exceeding 5 days.
- (6) Any other absence not included under the attendance procedures set out in this policy.

B. Unexcused Absence Procedures

- (1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56.
- (2) Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.
- (3) School district staff will work with the parent/guardian, student and the Hennepin County Attorney's office be@school process, the Hennepin County Attorney's office will follow with necessary legal action to ensure attendance at school.
- (4) If unexcused absences continue after following the be@school process, the Hennepin County Attorney's office will follow with necessary legal action to ensure attendance at school.
- (5) Along with following the Hennepin County Attorney's be@school programs, the student or his or her parent/guardian may, within a reasonable time, request a conference with school officials regarding the student's absences and the prescribed discipline. The notification will state that the school strongly urges the student's parent/guardian to request such a conference.

C. Tardiness

1. Definition: Students are expected to be in their assigned area at the start of school or the start of class. Failure to do so constitutes tardiness.
2. Tardiness Information: The procedures for reporting tardiness, as well as additional information, is found in the student handbooks.

D. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs:

1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school- sponsored on-the-job training programs.
2. School-initiated absences will be accepted and participation permitted.
3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.
4. If a student is suspended from any class, he or she may not participate in any activity or program that day.
5. If a student is absent from school due to medical reasons, he or she must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.
6. Students who will miss school regularly due to enrichment activities must seek prior approval in order for those absences to be excused. Families to whom this applies may contact the building principal for further information.

III. DISSEMINATION OF POLICY

Copies of this policy shall be made available to all students and parents at the commencement of each school year through the Student Handbook. This policy shall also be available upon request in each principal's office.

IV. REQUIRED REPORTING

A. Continuing Truant

Minn. Stat. § 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minn. Stat. § 120A.22 and is absent from instruction in a school, as defined in Minn. Stat. § 120A.05, without valid excuse within a single school year for:

1. Three (3) days if the child is in elementary school; or
2. Three or more class periods on three (3) days if the child is in middle school, junior high school, or high school.

B. Reporting Responsibility

When a student is initially classified as a continuing “truant,” Minn. Stat. § 260A.03 provides that the school attendance officer or other designated school official shall notify the student’s parent or legal guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;
2. That the parent or guardian should notify the school if there is a valid excuse for the child’s absences;
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minn. Stat. § 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minn. Stat. § 120A.34.
4. That this notification serves as the notification required by Minn. Stat. § 120A.34;
5. That alternative educational programs and services may be available in the child’s enrolling or resident district.
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the student’s truancy.
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minn. Stat. Ch. 260;
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child’s driving privilege pursuant to Minn. Stat. § 260C.201; and
9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

C. Habitual Truant

1. A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days per school year and who has not lawfully withdrawn from school.

2. A school district attendance officer shall refer a habitual truant child and the child's parent-or legal guardian-to appropriate services and procedures, under Minn. Stat. Ch. 260A.

V. Online Learning Attendance

A. Attendance

1. Attendance in online courses will be defined as active engagement in weekly coursework that makes progress toward completing all course requirements.
 - a. The following expectations define active engagement and making progress:
 - i. Students will complete 85% of the assigned work each week.
 - ii. Students will make progress at a rate that ensures that they will complete the course by the course end date.
 - iii. Students will spend, on average, ten (10) to fifteen (15) hours per week engaged in coursework. The minimum expectation is seven (7) hours per week.
 - b. Students will complete work that is their own, in accordance with Eden Prairie High Schools Handbook: Academic Integrity Policy.
 - i. Students that violate this policy will not receive credit or attendance for the submitted work.
2. Students will review, revise and resubmit work that has been returned to the student when it does not meet the assignment requirements.
3. Students will engage in timely and appropriate communication with the course instructor. This could be done in a variety of forms: email, messaging through the LMS, phone calls, visiting during office hours, other forms determined by the course instructor that has been clearly listed in a syllabus. Students will be held to the same communication requirements as the course instructor.
4. Students who are unable to login during the course week will need a parent or guardian to contact the course instructor to make them aware of illness or other personal or family emergencies.

B. Truancy

1. Students will be considered truant from school in accordance to the Truancy Policy listed in Section IV: Required Reporting.

Legal References: Minn. Stat. § 120A.05 (Definitions)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 120A.34 (Violations; Penalties)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 260A.02 (Definitions)
Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is Continuing Truant)
Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant Defined)
Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)
Goss v. Lopez, 419 U.S. 565, 95 S.Ct. 729 (1975)
Slocum v. Holton Board of Education, 429 N.W.2d 607 (Mich. App. Ct. 1988)
Campbell v. Board of Education of New Milford, 475 A.2d 289 (Conn. 1984)
Hamer v. Board of Education of Township High School District No. 113, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)
Gutierrez v. School District R-1, 585 P.2d 935 (Co. Ct. App. 1978)
Knight v. Board of Education, 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)
Dorsey v. Bale, 521 S.W.2d 76 (Ky. 1975)

Cross References: MSBA/MASA Model Policy 506 (Student Discipline)



Designing Pathways

THE ROADMAP TO REACH EACH STUDENT





Designing Pathways

THE ROADMAP TO REACH EACH STUDENT

2017-2018
Implementation

Academic Recommendations

- **Online Learning**
- **Capstone Projects**
- **Expanding Personalized Learning**
- **Existing spaces to support personalized learning**

Expanding Personalized Learning



Clarity of Personalized Learning

Learning Partnerships



Responsiveness



Rigor



Authenticity



52

**Inspire
each
student...**

**...to learn
continuously..**

**...so they are
empowered
to reach
personal
fulfillment...**

**...and
contribute
purposefully
to our
ever-changing
world.**

SS Redesigning Spaces District Wide

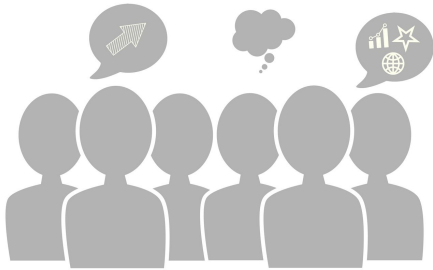


Design Question



*How might we change our spaces
and our instruction to help
personalize learning for each
student?*

Design Thinking



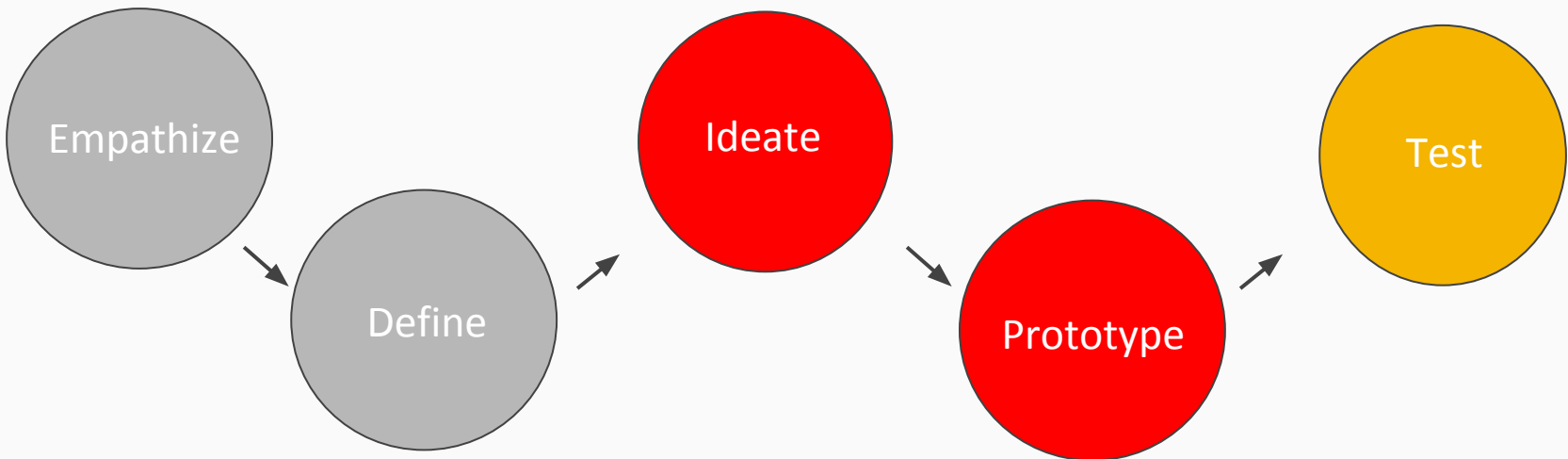
INSPIRATION



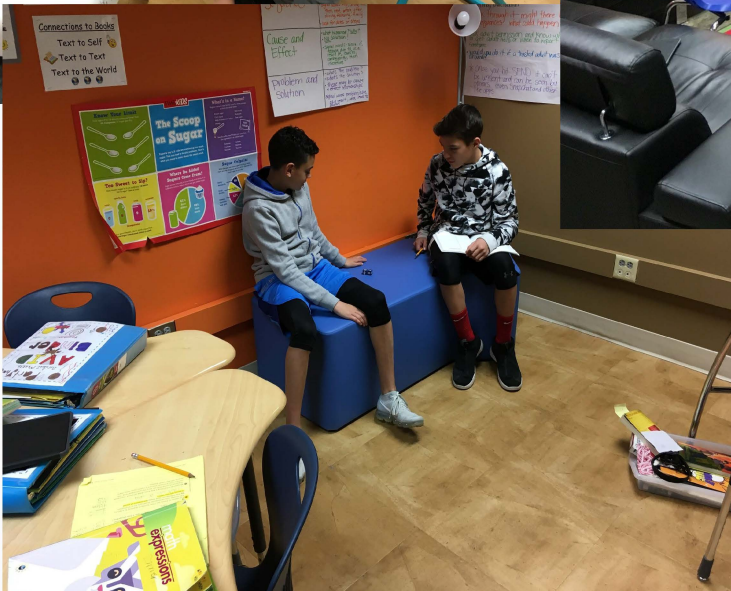
IDEATION



IMPLEMENTATION



Existing Spaces



Redesigned Spaces

EPHS - Math Classroom and Science Resource Center

CMS - Classroom and Collaborative Space

Prairie View - Classrooms (5th Grade)

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Forest Hills - Classrooms (1st and 5th Grade)

Oak Point/ Eagle Heights - Media Space (Year #1)

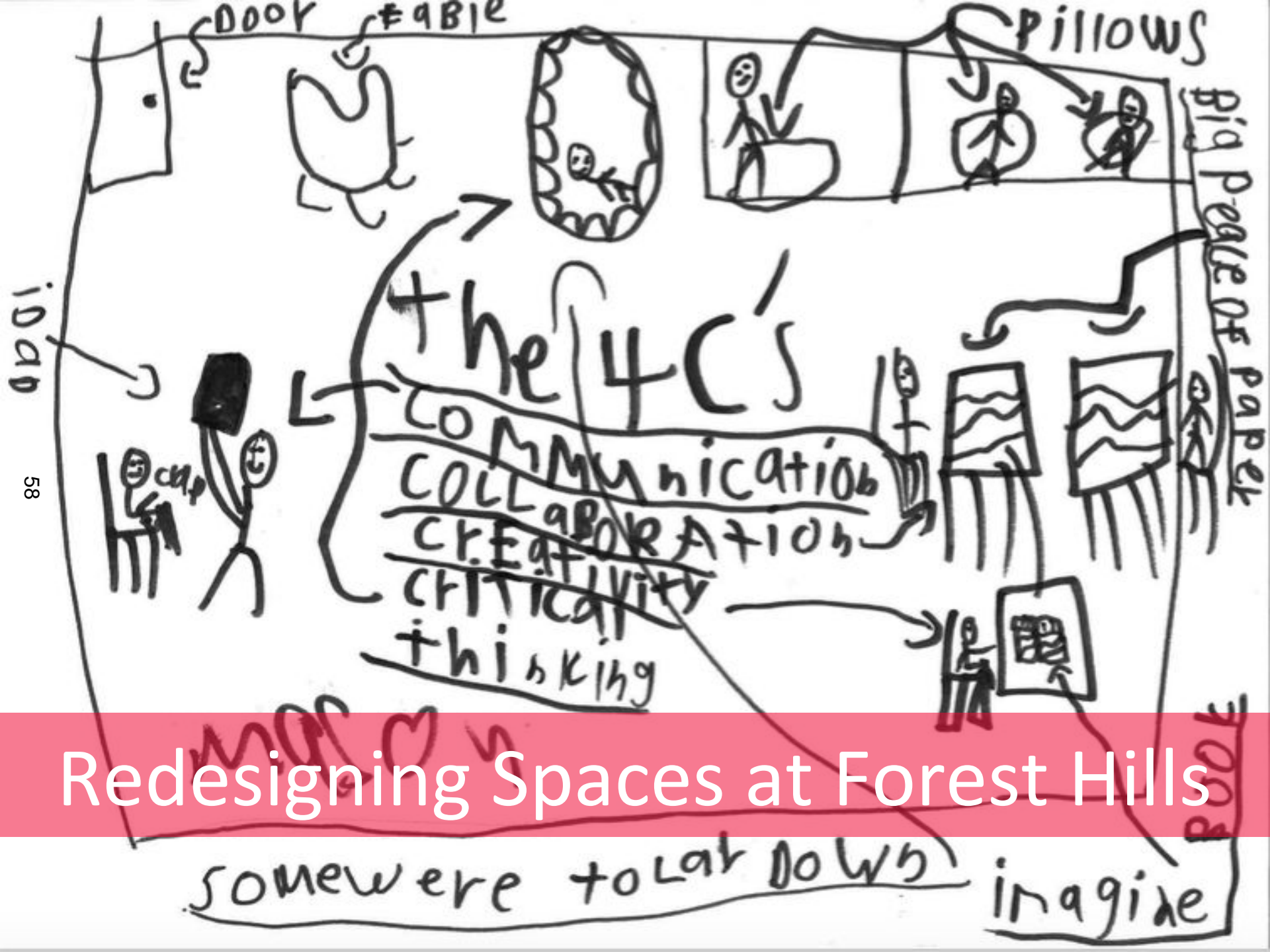
Cedar Ridge - Makerspace

Eden Lake - Atriums and Front Entry

Early Childhood - Classroom



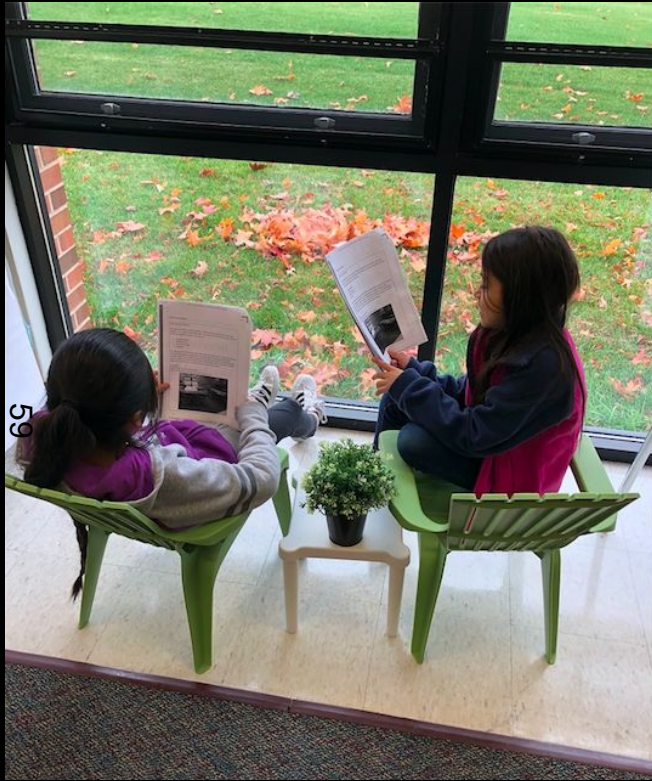
| Product Name/Type | Product Picture | What is it about this product that makes it desirable for your space? | What would this product look like in a perfect situation? | Anticipated Quantity |
|---------------------------------------|-----------------|---|---|----------------------|
| Vico 5000 Series Table 60" Round (RT) | | We like that this table can be used independently or on its own to create a more collaborative space. At cafe height this is flexible to sit 2 students or nest together to create a collaborative table for 4-6 students. This can also be a space where students could stand to work as well. | Nesting together with other tables. We will use it in each space (collab lab and classroom). We would prefer these to have wheels. We would like to have the Foster legs. We want to make sure we have spaces where students are able to stand and work. Table Frame-Silver MLC, Laminate Surface-Gray Nebula, Edge Banding-Navy. | 6 |
| Vico 5000 Series Table 48" Round (RT) | | We like that this table can be used independently or on its own to create a more collaborative space. At cafe height this is flexible to sit 2 students or nest together to create a collaborative table for 4-6 students. | Nesting together with other tables. We will use 12 in each space (collab lab and classroom). We would prefer these to have wheels. We would like to have the Foster legs. Table Frame-Silver MLC, Laminate Surface-Gray Nebula, Edge Banding-Navy. | 9 |
| Zuma Series Cantilever Chair (MC) | | This would go with the nesting tables to offer a medium-height option. These are easy to move, and they also stack. Additionally, these allow for students to move a little bit as well. | We would want to look at the chairs with storage under them. Color-Navy | 24 |
| Vico Sage Series Lab Stool | | This would go with the cafe-height nesting tables. They are adjustable height so students can use them at all tables. Ideally, students would use these at the counter and the cafe-height tables. | Not sure we would want to have wheels on these? Do they come with any storage options? Colors: 10 Sunset, 11 green apple | 21 |
| Zuma Series Floor Rocker (LC) | | We like the lower seating option of these chairs. Again, these also have the ability to allow for movement. We can also see these being brought from the classroom space into the collab-lab space as well, or into the hall as these are easy to move. | These would look like that. We may want to add more of these as they are cheaper and easy to move? Colors: 10 Sunset & 10 Green Apple | 20 |
| Portable Glass Wall | | This wall would go on the wall in Jun's room (across from the lounge) the 400 hall wall. We plan for the classroom space to open up to the collab-lab and be more easily used. We also want this wall to be in the 400 hall of the collab-lab. | We would like to have the lower half of the windows frosted (create with hardware) to have less distractions. This could also be a garage door that goes up and down? | 1 |



Redesigning Spaces at Forest Hills

someone to let down imagine

Essential Question



How might I create more opportunities for students to engage in personalized learning that impacts their community?

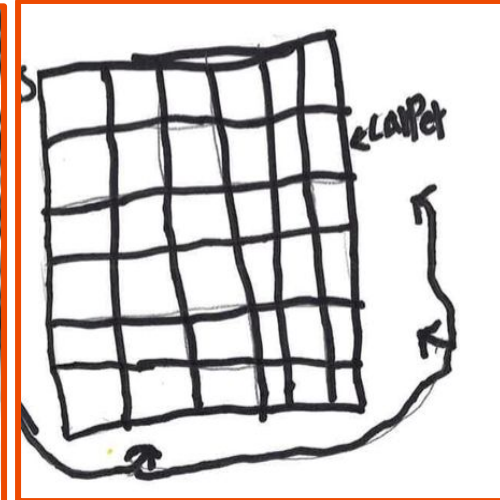
Dear Mrs. Hytjan and Mrs. Peters,
Our goal is to design an active learning space where students can practice the 4C's. To support this goal, I recommend the following feature for the design of the Classroom.

Work Spaces



High Tables,
Stools &
Countertop

Floor Space

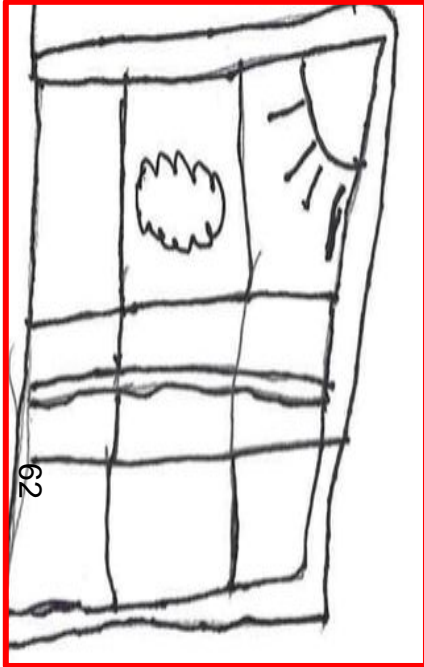


Low Tables

Charging
Stations

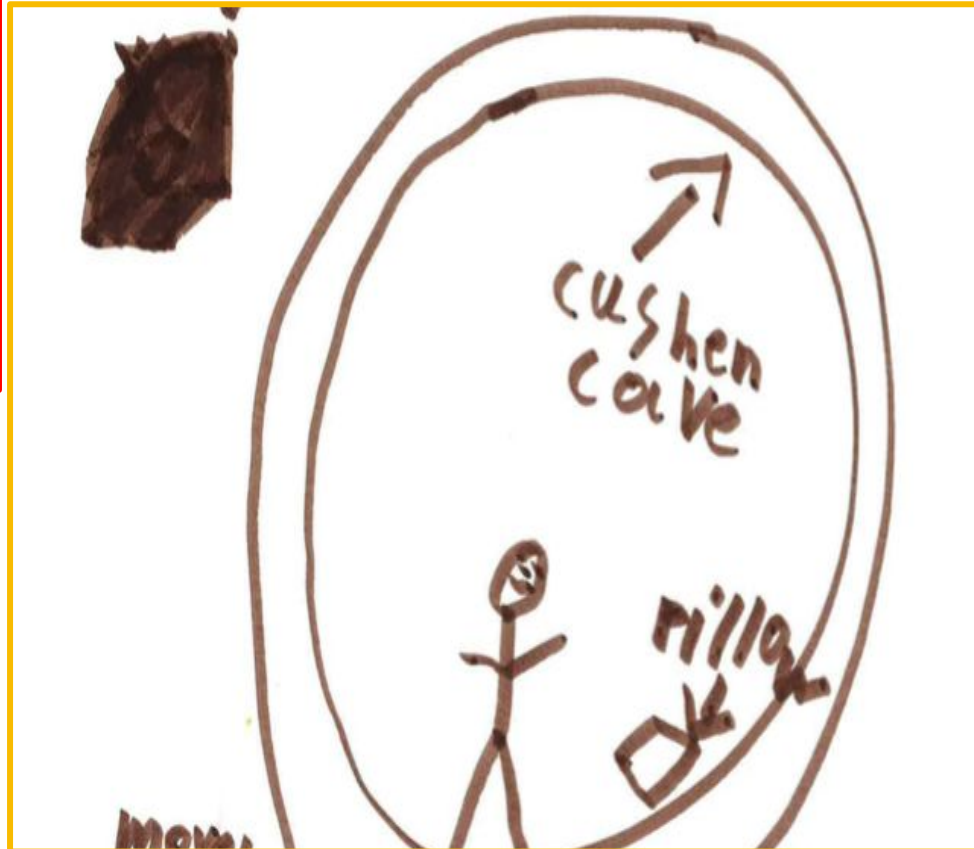


Seating Choices



Window
Nook

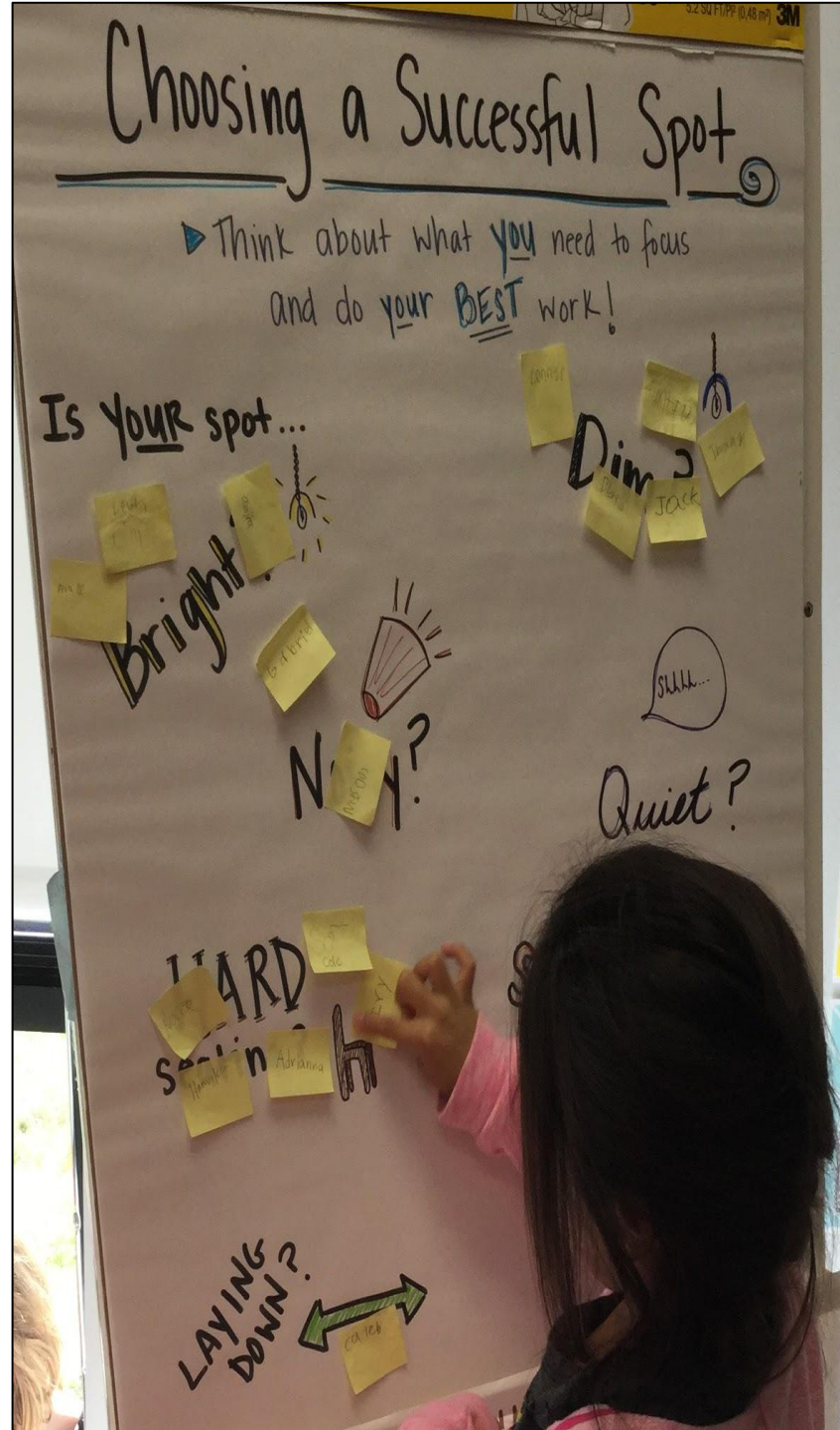
Quiet Spaces



Comfortable
Seating

Student Designed Classroom

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Personalized Learning

Learning Partnerships



Responsiveness



Rigor



Authenticity



64

**Inspire
each
student...**

**...to learn
continuously..**

**...so they are
empowered
to reach
personal
fulfillment...**

**...and
contribute
purposefully
to our
ever-changing
world.**

THANK YOU!

Eden Prairie School Board
2017-2018 WORK PLAN CHANGES
April 23, 2018 - Proposed

| Date of Meeting/Workshop | Changes Requested |
|---|--|
| Monday, April 23, 2018 | |
| Monday, May 7, 2018 – Workshop | <u>Remove:</u> Designing Pathways Information |
| Monday, May 21, 2018 | |
| Monday, June 4, 2018 – Business Meeting - Closed | |
| Monday, June 18, 2018 | |

**Meetings in May and June 2018 are on the 1st and 3rd Mondays due to the Memorial Day Holiday*

| |
|--|
| Placeholder – General Board Work |
| <ul style="list-style-type: none"> Workshop Regarding: Post-Secondary Options |
| Placeholder – Policy Review |
| <ul style="list-style-type: none"> Review “Processes & Procedures” (BDC to review and recommend timing) |

**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

March 26, 2018 - Approved

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|--|---|---|---|---|---|--|---|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| Board Meeting Mon, Apr 23, 2018 6:00 PM | | <ul style="list-style-type: none"> • 2018-19 School Board Work Plan – 1st Reading • Closed Session: Negotiation Strategy • 2018-19 School Board Budget 1st Reading (Presented by Treasurer) -Moved from 4/9/18 | <ul style="list-style-type: none"> • Approval of 2018-19 Capital Budget • Approval of 2018-19 School Board Budget – Moved to 5/21/18 • Approval of 2018-19 School Board Meeting Schedule • Record of Board Self-Evaluation | | <ul style="list-style-type: none"> • Monthly Reports | Personalized Learning: Evolving Definition and Examples & Personalized Learning Spaces | |
| Post Meeting Board Workshop Mon, Apr 23, 2018 | | | | | | | <ul style="list-style-type: none"> • School Board Meeting Self-Assessment |
| Board Workshop <u>Mon, May 7, 2017</u> 6:00 PM* | | | | | | | <ul style="list-style-type: none"> • “New Policy Introductions” • Designing Pathways Information • Strategic Plan • Community Ed Y-T-D Update & Plan Update • Confirm agenda for next Board Workshop |

EDEN PRAIRIE SCHOOL BOARD 2017-2018 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Other Meetings

March 26, 2018 - Approved

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|--|---|--|--|---|--|---|---|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| Board Meeting <u>Mon, May 21, 2018</u> 6:00 PM* | <ul style="list-style-type: none"> Ends 1.1, 1.2, 1.3 OI (2018-19) (S/B listed on 6/18/18) | <ul style="list-style-type: none"> 2018-19 Budget – First Reading | <ul style="list-style-type: none"> Approval of 2018-19 School Board Work Plan Record of Board Self-Evaluation Approval of 2018-19 School Board Budget -Moved from 4/23/18 | | <ul style="list-style-type: none"> Monthly Reports Approval of District Health and Safety Program MSHSL Resolution for Membership Approval of 2018-19 School Meal Prices | Engagement Work (Update) | |
| Post Meeting Board Workshop <u>Mon, May 21, 2018*</u> | | | | | | | <ul style="list-style-type: none"> School Board Meeting Self-Assessment |
| Board Workshop <i>Business Meeting (Brief)</i> <i>Closed Session</i> <u>Mon, Jun 4, 2018</u> 6:00 PM* | | <ul style="list-style-type: none"> <i>Closed Session: Continued Follow-up on Safety – Part II</i> | | | | | <ul style="list-style-type: none"> <i>Remove Workshop and add Brief Business Meeting.</i> <i>Confirm agenda for next Board Workshop</i> |
| Board Meeting <u>Mon, Jun 18, 2018</u> 6:00 PM* | <ul style="list-style-type: none"> EL 2.9 Communication and Support to the School Board (Semi-annual) Ends 1.1, 1.2, 1.3 OI (2018-19) | | <ul style="list-style-type: none"> Approval of 2018-19 Budget ISD 287 10-Year Facilities Maintenance Resolution Record of Board Self-Evaluation | | <ul style="list-style-type: none"> Monthly Reports EPS 10-Year Facilities Maintenance Plan Q-Comp Annual Report Annual Review of District Mandated Policies Approval of Updated District Policies | <ul style="list-style-type: none"> 2017-2018 Annual Overnight/ Extended Trip Report Online Learning & Capstone Update | |

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**EDEN PRAIRIE SCHOOL BOARD
2017-2018 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

March 26, 2018 - Approved

| Board Meeting or Board Workshop Type, Date and Time | Board Work | | | | Supt Consent Agenda Items (Human Resources & Business Services Reports) | Board Education & Required Reporting | Workshop Topic(s) |
|--|---|-------------------------|--------------------------|--|---|---|--|
| | Policy Monitoring Ends, EL, BMD & GP Monitoring | Decision Preparation | Required Board Action | Board Action on Committee Reports & Minutes | | | |
| Post Meeting Board Workshop <u>Mon, Jun 18, 2018*</u> | | | | | | | •School Board Meeting Self- Assessment |

***Meeting dates changed to avoid May's Board Regular Business Meeting conflicting with Memorial Day on May 28, 2018.**





Eden Prairie School Board
2018-2019 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

COMMITTEE MEETINGS

EVENTS

SCHOOL BOARD COMMUNITY CONNECTION

April 23, 2018

| Name of Event | Date | Place | Time | Notes |
|--|--|---|---|--|
| Introduction to Policy Governance Seminar (New School Board Members) | Friday, April 13, 2018 | ASC – Staring Lake Meeting Room | 12:30 – 4:30 p.m. | Attending: Terri, Lauren, Josh, Brenda |
| MSBA Phase III Workshop: <i>Building a High-Performance School Board Team</i> This workshop focuses on methods of decision-making stages of board development, navigating board dynamics, small-group interactions with school board video scenarios, and the MSBA School Board Self-Evaluation | Upcoming Schedule: 1. 8:30am-4pm (Bemidji) – Fri., 4/13/18 2. 8:30am-4pm (St. Cloud) – Sat., 4/14/18 3. 8:30am-4pm (Marshall) – Tues., 4/17/18 4. 8:30am-4pm (St. Peter-MSBA) – Thurs., 4/19/18 |  |  | Attending: MSBA Phase III - Lauren Crandall (St. Peter) <i>Cancellations:</i> After registration closes until the time of the meeting, admin. fee is \$80.00 |
| MSBA Phase IV Workshop: <i>Representing Your Community Through Policy and Engagement</i> This workshop focuses on in-depth decisions and examples of a board member's role as a policymaker and interactive small-group sessions that walk through an actual community engagement activity. Also, this workshop will have a segment on dealing with the media and public forums. | Upcoming Schedule: 1. 8:30am-4pm (Bemidji) – Thurs. 4/12/18 2. 8:30am-4pm (St. Peter-MSBA Office) – Fri. 4/20/18 3. 8:30am-4pm (St. Cloud) – Sat. 4/21/18 |  |  | Attending: MSBA Phase IV - Terri Swartout (St. Peter) - Lauren Crandall (St. Peter) - Holly Link (St. Peter) <i>Cancellations:</i> After registration closes until the time of the meeting, administration fee is \$80.00 |
| Agenda Setting Meeting (Business Meeting 4/23) | Tuesday, April 17, 2018 | ASC | 9:30 a.m. | Chair & Vice Chair |
| Oak Point Elementary School Visit by School Board | Wednesday, April 18, 2018 | Oak Point Elementary | 9:15 a.m. | Attending: Elaine, Dave, Lauren, Holly (Tentative) |
| School Board Meeting | Monday, April 23, 2018 | ASC/EDC | 6:00 p.m. | |
| Hosted by the Noon Rotary: "My Book Day" | Monday, April 23, 2018 | EPHS | 8:00 – 11:30 a.m. | Attending: Elaine, Lauren, Dave (tentative) |
| Forest Hills School Visit by School Board | Thursday, April 26, 2018 (New Date) | Forest Hills Elementary | 9:00-10:30 a.m. | Attending: Elaine, Dave, Holly, Greg, Terri, Lauren |
| SB Board Development Committee Meeting | Friday, April 27, 2018 | ASC-Cabinet Conference Room | 7:30 – 8:15 a.m. (2nd&4th Fridays) | |
| SB Community Linkage Committee Meeting | Friday, April 27, 2018 | ASC-Cabinet Conference Room | 8:30 – 9:30 a.m. (2nd & 4th Fridays) | |
| 2018 Annual EP Community Foundation EP Gives | Saturday, April 28, 2018 | Oak Ridge Hotel & Conference Center, Chaska | 6:00 – 11:30 p.m. | Attending: Elaine, Holly, Lauren, Adam |
| Above & Beyond Banquet (Sponsored by AM Rotary) | Monday, April 30, 2018 | EPHS – East Commons | 6:00 – 8:30 p.m. | Attending: Greg, Holly, Lauren, Terri, Elaine, Dave and Adam |
| Agenda Setting Meeting (Workshop May 7) | Tuesday, May 1, 2018 | ASC | 9:30 a.m. | Chair & Vice Chair |

Eden Prairie School Board
2018-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

COMMITTEE MEETINGS

EVENTS

SCHOOL BOARD COMMUNITY CONNECTION

April 23, 2018

| Name of Event | Date | Place | Time | Notes |
|---|-----------------------------------|--|---|--|
| Preschool/Lower Campus Visit by School Board (New rescheduled date) | Wednesday, May 2, 2018 (New Date) | EC: 9:30 – 10:30 a.m. LC: 10:45 – 11:45 a.m. |  | Attending: Dave, Elaine, Holly, Lauren, Terri |
| 46 th Athena Awards Luncheon - Minneapolis Athena-Honoring Outstanding Female Athletes | Friday, May 4, 2018 | Doubletree by Hilton Bloomington | 11:00 – 1:30 p.m. | Attending: Elaine, Greg, Holly, |
| EHSI Cinco de Mayo Fundraiser Fiesta | Friday, May 4, 2018 | Minnesota Valley Country Club | Evening Event – Time TBD | Attending: Holly, Terri, Lauren |
| School Board Workshop | Monday, May 7, 2018* | ASC/EDC | 6:00 p.m. | *Note: This is the 1 st Monday Change due to Memorial Day |
| AM & NOON Rotary: STRIVE Breakfast Celebration | Tuesday, May 8, 2018 | Community Center Eden Prairie, MN | 7:30 a.m. | Attending: Elaine, Holly, Dave, Terri and Adam |
| SB Board Development Committee Meeting | Friday, May 11, 2018 | ASC-Cabinet Conference Room | 7:30 – 8:15 a.m. (2 nd & 4 th Fridays) | |
| SB Community Linkage Committee Meeting | Friday, May 11, 2018 | ASC-Cabinet Conference Room | 8:30 – 9:30 a.m. (2 nd & 4 th Fridays) | |
| Agenda Setting Meeting (Business Meeting on 5/21) | Tuesday, May 15, 2018 | ASC | 9:30 a.m. | Chair & Vice Chair |
| Prairie View Elementary School Visit by School Board | Wednesday, May 16, 2018 | Prairie View Elementary | 9:30 a.m. | Attending: Elaine, Dave, Lauren, Holly-(Tentative) |
| EPHS Senior Community Scholarship Program (Academic Awards) | Thursday, May 17, 2018 | PAC | 7:00 – 9:00 p.m. | Attending: Holly, Elaine, Lauren, Tentative-Dave, Terri, Greg |
| School Board Meeting | Monday, May 21, 2018* | ASC/EDC | 6:00 p.m. | *Note: This is the 3 rd Monday Change due to Memorial Day |
| EP Chamber Legislative Recap Breakfast | Thursday, May 24, 2018 | Boulay 7500 Flying Cloud Drive Eden Prairie | 7:30 – 9:00 a.m. | Attending: Elaine, Holly, Lauren, Terri, Greg, Dave and Adam |
| SB Board Development Committee Meeting | Friday, May 25, 2018 | ASC-Cabinet Conference Room | 7:30 – 8:15 a.m. (2 nd &4 th Fridays) | |
| SB Community Linkage Committee Meeting | Friday, May 25, 2018 | ASC-Cabinet Conference Room | 8:30 – 9:30 a.m. (2 nd & 4 th Fridays) | |
| Agenda Setting Meeting (Workshop on 6/4) | Tuesday, May 29, 2018 | ASC | 9:30 a.m. | Chair & Vice Chair |
| AM Rotary Golden Eagle Awards Breakfast | Tuesday, May 29, 2018 | St. Andrew Lutheran Church 13600 Technology Dr. Eden Prairie | 7:30 – 8:30 a.m. | Attending: Terri, Lauren, Elaine, Holly, Greg, Dave and Adam |

Eden Prairie School Board
2018-2018 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS

COMMITTEE MEETINGS

EVENTS

SCHOOL BOARD COMMUNITY CONNECTION

April 23, 2018

| Name of Event | Date | Place | Time | Notes |
|---|-------------------------|---|---|---|
| EPHS Senior Celebration | Friday, June 1, 2018 | PAC | 8:55 – 10:00 a.m. | Attending: Elaine, Greg, Lauren, Holly, Terri |
| TASSEL Graduation | Monday, June 4, 2018 | TBD | Tentative: 12:30 p.m. | Attending: Holly, Elaine, Lauren |
| School Board Workshop | Monday, June 4, 2018* | ASC/EDC | 6:00 p.m. | *Note: This is the 1 st Monday Change due to Memorial Day |
| Eden Prairie Schools – Last Day | Thursday, June 7, 2018 | All Schools | | FYI |
| SB Board Development Committee Meeting | Friday, June 8, 2018 | ASC-Cabinet Conference Room | 7:30 – 8:15 a.m. (2 nd & 4 th Fridays) | |
| SB Community Linkage Committee Meeting | Friday, June 8, 2018 | ASC-Cabinet Conference Room | 8:30 – 9:30 a.m. (2 nd & 4 th Fridays) | |
| Eden Prairie High School | Friday, June 8, 2018 | EPHS Commencement Ceremony Mariucci Arena University of Minnesota | 7:00 – 9:00 p.m. | Board Members are requested to arrive early – by 6:15 p.m. (time will be confirmed) Attending: Elaine, Dave, Holly, Greg, Lauren, Terri and Adam |
| Agenda Setting Meeting (Business Meeting on 6/18) | Tuesday, June 12, 2018 | ASC | 9:30 a.m. | Chair & Vice Chair |
| School Board Meeting | Monday, June 18, 2018* | ASC/EDC | | *Note: This is the 3 rd Monday Change due to Memorial Day |
| Metro South Adult Basic Education Graduation | Thursday, June 14, 2018 | Hubert Olson Middle School 4551 West 102nd Street, MN 55437 | 7:30 p.m. | Attending: |
| SB Board Development Committee Meeting | Friday, June 22, 2018 | ASC-Cabinet Conference Room | 7:30 – 8:15 a.m. (2 nd & 4 th Fridays) | |
| SB Community Linkage Committee Meeting | Friday, June 22, 2018 | ASC-Cabinet Conference Room | 8:30 – 9:30 a.m. (2 nd & 4 th Fridays) | |



Eden Prairie School Board Community Linkage Committee Meeting - Update April 16, 2018

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.

April 16, 2018

Attendees: Terri, Dave, Jaclyn Absent: Holly

1. Committee Update
 - a. Test Email results
 - i. Jaclyn informed us that none of their current web entry tools support immediate data editing (i.e., phone number format, email format, etc.).
 - ii. We decided to not look any further for tools at this time, so we will proceed with the current email tool.
 - iii. We are working to finalize the language and links to support roll-out, expected in May.
 - iv. We will use our latest "From the School Board" document to send to all subscribers as a confirmation and communication.
 - b. Quarterly "Connections" Publication
 - i. Jaclyn has agreed that the School Board will now have a section of the quarterly "Connections" to provide an update to the community. Next issue is in April, and committee will have an update for the board to review at our April 23 meeting.
 - c. Web stats
 - i. Jaclyn will research and send to the committee what web stats are currently collected and available for the School Board web pages.
 - d. School Board Photo
 - i. We realized that we do not have a School Board group photo for our current configuration. Jaclyn will help us schedule a time to take a picture.
 - e. Annual Communications Plan
 - i. Jaclyn provided us a couple of documents to begin our work on a Communications Plan. First steps are to create a set of goals (2-3, max) of where we want to be (i.e. increase the number of community members the board has electronic contact with). We will begin work on this at our next meeting.
2. Next Meeting – Friday, April 27 (2nd and 4th Friday's)