

MEETING AGENDA

1. **Convene (5 Minutes) - 6:00 p.m.**
 Call to order, School Board Roll Call
 Karla Bratrud, Dave Espe, John Estall, Ranee Jacobus, Elaine Larabee, Holly Link, Holly Parker
2. **Pledge of Allegiance**
3. **Agenda Review and Approval (5 Minutes) - 6:05 p.m.**
 RESOLVE to approve the agenda for the September 9, 2014 meeting of the School Board of Independent School District 272, Eden Prairie Schools.
4. **Approval of Previous Minutes (5 Minutes) - 6:10 p.m.**
 A. Approval of August 26, 2014 - Regular Business Meeting, Unofficial Minutes 3
5. **Public Comment (5 Minutes) - 6:15 p.m.**
6. **Announcements (5 Minutes) - 6:20 p.m.**
7. **Spotlight on Success (10 minutes) - 6:25 p.m.**
 A. Facilities Update from the Maintenance Operations Coordinators (MOCs)
8. **Board Work (30 Minutes) - 6:35 p.m.**
 A. Policy Monitoring
(Monitoring takes the form of internal reports, external reports or direct inspection and are only against existing board policies. Extraneous reports are not considered monitoring.)
 1) Executive Limitations (EL) 2.6 Financial Condition and Activities 8
 B. Decision Preparation
 C. Required Board Action
 1) Second Reading: Ends Policies 1.1, 1.2, and 1.3 14
 2) Record of Board Self-Evaluation 15
 -Record of Board Self-Evaluation - Governance Policies [Governance Process (GP's) and Board Management Delegation Policies (BMD's)]
 -Record of Board Policy Monitoring - Ends and Executive Limitations (EL's) Policies
 D. Board Action on Committee Reports and Minutes
 1) Board Development Committee
 2) Negotiations Committee
 3) Ownership Linkage Committee
 4) Policy Committee
9. **Superintendent Consent Agenda (5 Minutes) - 7:05 p.m.**
Management items the Board would not act upon in Policy Governance, but require Board approval from outside entities.
 A. Semi-Monthly Reports
 1) Human Resources Report 23
 2) Business Services Report 27
10. **Superintendent's Incidental Information Report (10 Minutes) - 7:10 p.m.**
 A. Superintendent's Report
 -Enrollment Report (distributed at Board Table - See Addendum at the end of Board Materials)
 -Referendum Update
 -Miscellaneous
 B. Reports 28
 -Business Services Monthly Revenue/Expenditure Report - June 2014

11. **Other Board Updates (TIES, AMSD, WMEP, PTO) (5 Minutes) - 7:20 p.m.**

12. **Board Work Plan (15 Minutes) - 7:25 p.m.**

- A. Annual Work Plan
- 2014-15 Work Plan Changes Document
- 2014-15 Annual Work Plan
- 2014-15 School Board Calendar of Committee Meetings and Events

29

13. **Closed Session**

- A. **Contract Negotiation Strategy** - Minnesota Statute 12D.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.

14. **Adjournment**

RESOLVE to adjourn the September 9, 2014 Board Meeting of the Eden Prairie School Board at _____p.m.

15. **Addendum**

-Enrollment Report as of September 8, 2014

40

**INDEPENDENT SCHOOL DISTRICT 272 ~ EDEN PRAIRIE SCHOOLS
UNOFFICIAL MINUTES OF THE AUGUST 26, 2014
SCHOOL BOARD MEETING**

The regular business meeting of Independent School District 272 School Board was held on the 26th day of August in the Administrative Services Center Boardroom, located at 8100 School Road, Eden Prairie, Minnesota.

1. CONVENE

A. Call to order

Chair Ranee Jacobus called the meeting to order at 6:05 p.m.

B. School Board Roll Call

Board Members Present: Karla Bratrud, Dave Espe, John Estall, Ranee Jacobus, Elaine Larabee, Holly Link, Holly Parker

Superintendent: Curt Tryggestad

2. PLEDGE OF ALLEGIANCE

3. AGENDA REVIEW AND APPROVAL

It was moved by Mr. Estall, Seconded by Ms. Link, and passed unanimously to approve the agenda for the Tuesday, August 26, 2014 meeting of the School Board of Independent School District 272, Eden Prairie Schools.

4. APPROVAL OF PREVIOUS MINUTES

It was moved by Mr. Estall, Seconded by Ms. Parker to approve the Unofficial Minutes of the Regular Business Meeting held on August 12, 2014.

An amendment was offered by Ms. Larabee, Seconded by Mr. Estall and passed unanimously to change item #7 Board Work to read "D. Decision Preparation rather than "B. Decision Preparation" and to strike the last two sentences under Superintendent Contract Renewal.

The original motion as amended passed unanimously.

5. PUBLIC COMMENT

There was no public comment.

6. ANNOUNCEMENTS

There were no announcements.

7. SPOTLIGHT ON SUCCESS

Assistant Superintendent Josh Swanson introduced Joe Brazil, Assistant Director of Technology Operations and Becky Enger, Support Team Manager, who spoke on their successes with the iLearn@EP initiative to bring digital devices to each student, and gave insight to the behind the scenes work to make this happen. This process included collection of 8,550 used devices (including K-12 student and staff iPads and laptops), receipt and unboxing of 9,550 new devices and preparation of approximately 10,800 devices.

8. BOARD WORK

A. Policy Monitoring

Executive Limitations Policy 2.2.7

Operational Interpretation:

It was moved by Ms. Jacobus, Seconded by Ms. Parker, and passed unanimously to accept the *Operational Interpretation* presented as reasonable.

Evidence:

It was moved by Ms. Jacobus, Seconded by Ms. Parker, and passed unanimously that the *Evidence* presented does support the overall Operational Interpretation.

Executive Limitations Policy 2.2.6

Operational Interpretation:

It was moved by Ms. Jacobus, Seconded by Mr. Estall and passed unanimously, to accept the *Operational Interpretation* as presented as reasonable.

Evidence:

It was moved by Ms. Jacobus and Seconded by Ms. Larabee that the *Evidence* presented does support the overall Operational Interpretation. The motion failed 0-7.

*The data supplied for 2012 and 2013 are identical. Supt. Tryggestad will provide the correct data for review at the September 23, 2014 Regular Board Meeting.

Executive Limitations Policy 2.2.5

Operational Interpretation:

It was moved by Ms. Jacobus, Seconded by Ms. Parker, and passed unanimously, to accept the *Operational Interpretation* as presented as reasonable.

Evidence:

It was moved by Ms. Jacobus, Seconded by Ms. Bratrud, and passed unanimously that the *Evidence* presented does support the overall Operational Interpretation.

Executive Limitations Policy 2.2.4

Operational Interpretation:

It was moved by Ms. Jacobus, Seconded by Ms. Parker, and passed unanimously to accept the *Operational Interpretation* as presented as reasonable.

Evidence:

It was moved by Ms. Jacobus, Seconded by Mr. Estall, and passed unanimously that the *Evidence* presented does support the overall Operational Interpretation.

Executive Limitations Policy 2.2.3

Operational Interpretation:

It was moved by Mr. Estall, Seconded by Ms. Link and passed unanimously, to accept the *Operational Interpretation* as presented as reasonable.

Evidence:

It was moved by Ms. Jacobus, Seconded by Ms. Bratrud, and passed unanimously that the *Evidence* presented does support the overall Operational Interpretation.

Executive Limitations Policy 2.2.2

Operational Interpretation:

It was moved by Ms. Jacobus, Seconded by Ms. Parker, and passed unanimously to accept the *Operational Interpretation* as presented as reasonable.

Evidence:

It was moved by Ms. Jacobus, Seconded by Ms. Larabee, and passed unanimously that the *Evidence* presented does support the overall Operational Interpretation.

Executive Limitations Policy 2.2.1

Operational Interpretation:

It was moved by Ms. Jacobus, Seconded by Ms. Link, and passed unanimously to accept the *Operational Interpretation* as presented as reasonable.

*The words “safe school environment” will be added at the end of the last sentence of the Operational Interpretation.

It was moved by Ms. Parker, Seconded by Ms. Bratrud, to withdraw the motion to accept the *Operational Interpretation* as presented as reasonable. The motion passed 4-3. (Espe, Estall, Jacobus opposed)

It was moved by Ms. Parker and Seconded by Ms. Bratrud that the *Operational Interpretation* as presented is not reasonable. The motion passed 4-3. (Espe, Estall, Jacobus opposed)

*Supt. Tryggestad will re-word the measurement section to indicate our goal of 100% compliance; and acknowledge the improbability of mitigating all instances of harassment or violence.

Evidence:

It was moved by Ms. Jacobus and Seconded by Ms. Bratrud that the *Evidence* presented does support the overall Operational Interpretation. The motion failed 0-7.

Executive Limitations Policy 2.2: Treatment of Students

Operational Interpretation:

It was moved by Ms. Jacobus, Seconded by Mr. Estall and passed unanimously to accept the *Operational Interpretation* as presented as reasonable.

Evidence:

It was moved by R. Jacobus, Seconded by Ms. Parker, and passed unanimously to accept that the *Evidence* presented does support the overall Operational Interpretation.

B. Decision Preparation

1. The Policy Committee outlined changes in Ends Policies 1.1, 1.2 and 1.3 per the August 13, 2014 workshop and will bring final revisions to the full board for approval at the September 9, 2014 Regular Board Meeting
2. **Legislative Action Committee (moved to 8/26/14 Board Workshop)*

C. Required Board Action

Ms. Parker will work with the Board Secretary to identify four things on the 2013-2014 Record of Board Self-Evaluation report that were outstanding or open and bring forth to be reflected on the 2014-2015 Record.

D. Board Action on Committee Recommendations and Committee Minutes

1. Board Development Committee
2. Negotiations Committee
 - i. Initial meetings with bargaining units are underway; will discuss Superintendent contract at the August 26, 2014 post meeting workshop
3. Ownership Linkage Committee
 - i. Meets week of September 1, 2014
4. Policy Committee
 - i. Board workshop on August 26, 2014

9. SUPERINTENDENT CONSENT AGENDA

A. Semi-Monthly Reports

1. Human Resources Report
2. Business Services Report
 - i. Electronic Transfers

It was moved by Ms. Jacobus and passed unanimously to approve the Superintendent Consent Agenda as presented.

10. SUPERINTENDENT'S INCIDENTAL INFORMATION REPORT

A. Data Request Report

B. World's best workforce requirements

1. Report needs to be presented to the School Board in a public meeting, but does not require board action prior to submission to MDE
2. Recommendation to place report on September 23rd Regular Board Meeting Agenda under Superintendent Incidental Report

C. Enrollment Report

11. OTHER BOARD UPDATES (TIES, AMSD, WMEP, PTO)

- A. AMSD – Annual Conference November 17th – on World’s Best Workforce – Ms. Parker will send more information and board secretary will send email to board asking for interested attendees.

12. BOARD COMMITTEE AND WORK PLAN UPDATE

- A. Annual Work Plan Changes

It was moved by Ms. Jacobus, Seconded by Ms. Bratrud, and passed unanimously to accept the 2014-15 Work Plan Changes as noted:

08/26/14

2014-15 Work Plan Changes

MEETINGS

WORKSHOPS

COMMITTEE MEETINGS

EVENTS

Date of Meeting - Changes Requested	Add or Continue
Tuesday, August 26, 2014	- Moved Legislative Action Committee Agenda item under Decision Preparation/Board Work to discussion item at Board Workshop, 4:00pm
Tuesday, September 9, 2014:	- Moved from Placeholder: Discussion on the Board’s role as liaisons to the PTO’s - Post Meeting Workshop
Tuesday, September 23, 2014:	- Add World’s Best Workforce to Superintendent Incidental Report (Agenda) - Add Policy Monitoring EL 2.2.1 Operational Interpretation and Evidence Review - Add Policy Monitoring EL 2.2.6 Evidence Review
Tuesday, October 14, 2014:	
Tuesday, November 11	— Move Regular Board Meeting and Post Meeting Workshop to Thursday, November 13, 2014: 6:00pm, ASC Building
Thursday, November 13, 2014	— Addition: “New Date” for Regular Board Meeting (moved from Tuesday, November 11, 2014): 6:00 p.m., ASC Building

Workshops Add/Remove– August 26, 2014

Placeholders

- TBD: Workshop to Review all Governance Process Policies - (next 6 months)
- EL 2.5 and EL 2.9 Policy Review/Revisions Workshop (removed from Workshop on Sept. 9, 2014)
- Workshop to review all EL policies?

**** February 24, 2015 Board Meeting – Curt will be attending a full day meeting of the AASA Governing Board/National Conference – Options: Change the meeting date, cancel or hold the meeting with Curt absent?**

*Administration will set up referendum informational sessions with legislators. The board can individually discuss the referendum with any interested parties.

13. ADJOURNMENT

It was moved by Ms. Parker, Seconded by Ms. Link and passed unanimously to adjourn the August 26, 2014 meeting of the Eden Prairie School Board Meeting at 7:42 p.m.

Elaine Larabee, Board Clerk

Kristin Knutson, Board Secretary

UNOFFICIAL

Eden Prairie School District 272
 Superintendent Monitoring Report

Policy Name: 2.6 Financial Condition and Activities	Monitoring Timeframe: July 201 23 - June 201 34	Policy Monitoring Column FOR BOARD USE ONLY Compliance rating: <ul style="list-style-type: none"> • OI is/is not reasonable • Data does/does not provide adequate evidence of compliance <i>Include specific evidence for rating conclusion and recommendations.</i>
Policy Quadrant: Executive Limitations	Date due to board: Tuesday, September 109 , 201 34 Submitted: Thursday, September 54 , 201 34	
		Board member name:
Global Constraint: The Superintendent shall not cause or allow the development of financial jeopardy. The Superintendent shall also not allow a material deviation of actual expenditures from the current budget without Board approval.		<i>(enter rating and reasoning when appropriate)</i>
<u>Operational Interpretation:</u> 1. I interpret this to mean that the budget approved by the Board reflects the priorities established in the Ends policies and the Strategic Plan. Managing the district finances within the budget is adequate and reflects reasonable alignment with the Ends Policies and Strategic Plan. Adhering to the limitations set forth in this policy reflects the avoidance of financial jeopardy. 2. I further interpret "material deviation of actual expenditures from the current budget" to mean that the expenditures incurred will be in support of the Board's Ends Policies and the District Strategic Plan. 3. I interpret compliance with the overall policy to mean that all six (6) policy provisions are in compliance.		
<u>Justification:</u> 1. School districts are required to comply with MN Statute 123 B.83 -Expenditure Limitations, which requires that a district must limit its expenditures so that the calculated net unreserved general fund balance or operating debt as of June 30 does not constitute Statutory Operating Debt (SOD). A school district is in SOD when it reports a year-end negative Net Unreserved General Fund Balance (NUGFB) which exceeds 2.5 percent of its unreserved/undesignated operating expenditures. (Source: MDE) 2. The School Finance Award is given annually by the Minnesota Department of Education (MDE) Division of School Finance to recognize schools for meeting statutory deadlines for submission of audited financial data, as well as select policy, fiscal and financial reporting criteria.		
<u>Measurement Plan:</u> Compliance with all provisions of the policy.		
<u>Evidence:</u> 1. For FY 20 11 12 -20 12 13 , the district did not have a negative Net Unreserved General Fund Balance. At the		

<p>conclusion of the FY 201213-201314 audit field work, preliminary figures indicate that the district will have a positive fund balance in excess of the board minimum of 8 percent.</p> <p>2. For FY 201112-1213 the district received the School Finance Award</p>	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence support the Operational Interpretation with the exception of EL 2.6.5</p>	
<p>2.6.1. Furthermore, the Superintendent shall not: Allow payroll or debts to be settled in an untimely manner.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall not permit debts to be settled in an untimely manner.</p>	
<p><u>Justification:</u> The payment of school district debts in a timely manner is a key component of effective and efficient fiscal management. Late payments may realize significant additional costs to school districts (late fees and penalties) and, therefore, implementing and maintaining strict debt processing procedure and timelines is critical.</p>	
<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. The Annual Audit Report, which outlines legal compliance issues including untimely payments, are furnished to the Board annually 2. An annual internal review ensures that the number of days from each invoice date to its paid date does not exceed thirty five (35) days per M.S. 471.425. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. None expected One exception noted for the FY 2012-2013 audit. None expected for FY 13-14 audit. 2. The annual internal review of invoice payments revealed no exceptions for FY 201213-201314. Furthermore, there were no delinquency reports or late payment charges from vendors during the fiscal year. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>2.6.2. Furthermore, the Superintendent shall not: Allow payments or other government-ordered payments or filings to be overdue or inaccurately filed.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall ensure tax payments and other government-ordered payments or filings be completed accurately and in a timely manner.</p>	
<p><u>Justification:</u> The accurate and timely processing of tax and other government payments and filings is critical to preserve the fiscal integrity of the school district. Failure to do could result in loss of funding, fiscal penalties, and consume significant employee time and resources.</p>	

<p><u>Measurement Plan:</u></p> <ol style="list-style-type: none"> 1. The Annual Audit Report, which outlines legal compliance issues including tax payments or government ordered filings, are furnished to the Board annually 2. An annual internal review of Sales & Use and Payroll related taxes and filings ensures that all are filed and paid when due. 	
<p><u>Evidence:</u></p> <ol style="list-style-type: none"> 1. None expected for the No exceptions reported in FY 2012-2013 audit report. None expected for the FY13-14 audit. 2. The annual internal review of sales & use and payroll related taxes and filings revealed no exceptions for FY 2012-2013-2013-14. Furthermore, there were neither reports of delinquency nor late payment charges incurred during the fiscal year. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>2.6.3. Furthermore, the Superintendent shall not: Use contingency funds greater than \$100,000 without informing the Board.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall not expend contingency funds greater than \$100,000 without informing the Board.</p>	
<p><u>Justification:</u> The rationale for this provision is self-evident.</p>	
<p><u>Measurement Plan:</u> Any single use of contingency funds which exceed \$100,000 will be reported to the school board.</p>	
<p><u>Evidence:</u> No single use of contingency funds in any account exceeded \$100,000.</p> <ol style="list-style-type: none"> 1. The general fund contingency for FY 2012-2013-2013-14 totaled \$100,000 \$52,629. No single use of contingency exceeded \$100,000. 2. The capital fund contingency for FY 2012-2013-2013-14 totaled \$200,000 \$244,268. No single use of contingency exceeded \$100,000. 3. A staffing contingency for FY 2012-2013-2013-14 in the amount of \$680,000 \$380,403 was utilized to address class size needs as budgeted. and the use of such funds was included in the mid-year budget updated as approved by the school board. 	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	

10

<p>2.6.4. Furthermore, the Superintendent shall not: Acquire, encumber, or dispose of real property without Board approval.</p>	
<p><u>Operational Interpretation:</u> 1. I interpret this to mean the Superintendent shall not purchase, agree to purchase, or sell any real property belonging to Eden Prairie Schools without board approval. a. "Real Property" is defined as "A building or structure shall include the building or structure itself, together with all improvements or fixtures annexed to the building or structure, which are integrated with and of permanent benefit to the building or structure, regardless of the present use of the building, and which cannot be removed without substantial damage to itself or to the building or structure." (MN Statute 272.03.b.)</p>	
<p><u>Justification:</u> The school board is the governing body of the school district. As such, the school board has the responsibility for the care, management, and control over public schools in the school district. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.</p>	
<p><u>Measurement Plan:</u> This policy shall be measured by the avoidance of the limitations set forth in this policy.</p>	
<p><u>Evidence:</u> 1. No real property was purchased or sold by the district in fiscal year 2012¹³-2013¹⁴. 2. The Board approved a land lease agreement with the Eden Prairie Boosters organization in 2012-13 for the purpose of erecting a video display board at Aerie Stadium. 3. The School Board approved the following in 2013-14: a. The district updated & expanded leases with Crown Castle & Verizon in 2013-14 for the purpose of communication, including a new cell tower and expanding infrastructure. b. The district extended the Scenic Heights Office Lease for Technology staff. c. The district updated the lease with the City of Eden Prairie for existing leased space and to re-model space for the TASSEL program at the City Center Complex.</p>	
<p><u>Statement of Compliance:</u> Report is Reasonable and Evidence support the Operational Interpretation</p>	
<p>2.6.5. Furthermore, the Superintendent shall not: Allow receivables to remain unpursued after a reasonable grace period.</p>	
<p><u>Operational Interpretation:</u> I interpret this to mean the superintendent shall ensure district receivables are pursued in an effective and efficient manner.</p>	
<p><u>Justification:</u> The collection of receivables is an important component of a healthy financial system in any school district. Timely</p>	

11

<p>attention to outstanding receivables improves the likelihood of successfully collecting the receivables, positively influences cash-flow, and ensures budgeted revenues are met (or exceeded).</p>	
<p><u>Measurement Plan:</u> Any receivables which remain unpaid after 18 months are reviewed to be written off or pursued by a collection agency.</p>	
<p><u>Evidence:</u> 1. Receivables are reviewed monthly for collection. 2. As of June 30, 2013 one ¹⁴ 22 receivables in the amount of \$20,893.39 ^{\$27,957.76} in the General Fund and 11 receivables in the amount of \$12,937.77 in the Community Service Fund is are aged over 18 months.</p>	
<p><u>Statement of Compliance:</u> <u>Evidence does not support the Operational Interpretation.</u> A number of accounts exist that are more than 18 months past due, After consulting with our auditors, the District has decided not to classify these receivables as “uncollectable” at the end of the 2013-14 school year. The District will take action to collect the receivables during the remainder of the 2014-15 school year.</p>	
<p>2.6.6. Furthermore, the Superintendent shall not: Allow fee-based relationships in excess of \$100,000 annually to continue beyond 3 years without a formal review that includes an analysis of contract fees and performance.</p>	
<p><u>Operational Interpretation:</u> 1. I intepret this to mean that the Superintendent shall monitor fee-based relationships to the extent to which the District expends amounts in excess of \$100,000 per year during any three year period. 2. Furthermore, if fee-based relationship monitoring indicates that the annual expenditure or sharing of dividends exceeded \$100,000 per year for three consecutive years, the Superintendent will intitiate a formal review of the business relationship to include the analysis of contract fees and overall financial performance.</p>	
<p><u>Justification:</u> The \$100,000 threshold was established as it mirrors Minnesota Statute 471.345 Uniform Municipal Contracting Law.</p>	
<p><u>Measurement Plan:</u> Fee based relationships which meet or exceed these thresholds are identified annually and evaluated at least every 3 years using industry best practices.</p>	
<p><u>Evidence:</u> While all vendors are held to and meet high standards, the following fee based relationships have been identified as subject to administrative review: 1. Insurance Consultants 2. OPEB Trustee 3. Banking <u>None of the fee-based agreements currently in place with the identified vendors exceeded \$100,000 threshold during the evaluation period.</u></p>	

12

<u>Statement of Compliance:</u> Report is Reasonable and Evidence support the Operational Interpretation	
Board member's summarizing comments:	

Policy Type: Ends
Policy Title: 1.0. Global Ends Policy

Eden Prairie public schools exist so that each student obtains an outstanding education that prepares them for their next stage of life in a manner that justifies the resources expended.

- 1.1 Each student graduates and is academically prepared to progress to multiple opportunities after high school.
 - 1.1.1 Each student is reading at grade level by the end of third grade.
 - 1.1.2 Each student achieves individual growth expectations annually in, but not limited to, Language Arts, Math and Science.
 - 1.1.3 Each student receives a broad-based education that exceeds the Minnesota State Graduation Requirements.
- 1.2 Each student has the 21st century skills needed to succeed in the global economy.
- 1.3 Each student has the knowledge that citizens and residents of the United States need to contribute positively to society.

Adopted: 02/26/13 Revised: 09/10/13; 11/12/13; 03/11/14; 4/22/14

Eden Prairie School Board

**Record of Board Self-Evaluation
 Governance Policies**

FY 2014-15 (July 2014 – June 2015)

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
3.0 Global Board-Management Linkage Policy	Sept 16, 2014				
3.1 Unity of Control	Sept 16, 2014				
3.1.1	Sept 16, 2014				
3.1.2	Sept 16, 2014				
3.2 Accountability of the Superintendent	Sept 16, 2014				
3.2.1	Sept 16, 2014				
3.2.2	Sept 16, 2014				
3.2.3	Sept 16, 2014				
3.3 Delegation to the Superintendent	Sept 16, 2014				
3.3.1	Sept 16, 2014				
3.3.2	Sept 16, 2014				
3.3.3	Sept 16, 2014				
3.3.4	Sept 16, 2014				
3.4 Monitoring Superintendent Performance	Sept 16, 2014				
3.4.1	Sept 16, 2014				
3.4.2 (a)	Sept 16, 2014				
3.4.2 (b)	Sept 16, 2014				
3.4.2 (c)	Sept 16, 2014				
3.4.3	Sept 16, 2014				
3.4.4	Sept 16, 2014				
3.4.5	Sept 16, 2014				
3.4.6	Sept 16, 2014				

GREEN = Policies not fully addressed in FY 2013-14

**Record of Board Self-Evaluation
 Governance Policies
 FY 2014-15 (July 2014 – June 2015)**

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.0 Global Governance Commitment	Sept 30, 2014				
4.0.1	Sept 30, 2014		From Feb 25, 2014 Board found that we are not in compliance, as we haven't monitored all Ends policies per BMD 3.4.5. Additionally, we have accepted reports that do not show sufficient progress towards our Ends. And the board is not in agreement with the interpretation of 4.0.	From Feb 25 th , 2014 The Board commits to monitor all Ends policies between Feb 2014 and June 2015. The Board commits to review all GP policies in a workshop in the next 6 mos. Board Development will review timing and placement of all GP and BMDs for 2014-15 school year and consider replacement of this policy for better timing.	
4.0.2	Sept 30, 2014				
4.1 Governing Style	Sept 30, 2014				
4.1.1	Sept 30, 2014				
4.1.2	Sept 30, 2014		From Feb 25 th 2014 the board found that we focused too much on the Supt's work rather than Board Work	From Feb 25 th 2014 Board Meeting The Board will focus on long term goals vs admin. or programmatic means.	
4.1.3	Sept 30, 2014				
4.1.4	Sept 30, 2014				
4.1.5	Sept 30, 2014				
4.1.6	Sept 30, 2014				
4.2 Board Job Products	Sept 30, 2014				
4.2.1	Sept 30, 2014				
4.2.2	Sept 30, 2014				

GREEN = Policies not fully addressed in FY 2013-14

**Record of Board Self-Evaluation
 Governance Policies**

FY 2014-15 (July 2014 – June 2015)

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.2.2 - A	Sept 30, 2014				
4.2.2 - B	Sept 30, 2014				
4.2.2 - C	Sept 30, 2014				
4.2.2 – D	Sept 30, 2014				
4.2.3	Sept 30, 2014				
4.3 Annual Work Plan	Sept 30, 2014				
4.3.1	Sept 30, 2014				
4.3.2	Sept 30, 2014				
4.3.2 – A	Sept 30, 2014				
4.3.2 – B	Sept 30, 2014				
4.3.3	Sept 30, 2014				
4.3.4	Sept 30, 2014				
4.4 Officer Roles	Sept 16, 2014				
4.4.1	Sept 16, 2014				
4.4.1.1	Sept 16, 2014				
4.4.1.2	Sept 16, 2014				
4.4.1.3	Sept 16, 2014				
4.4.2	Sept 16, 2014				
4.4.2.1	Sept 16, 2014				
4.4.2.2	Sept 16, 2014				
4.4.2.3	Sept 16, 2014				
4.4.2.4	Sept 16, 2014				
4.4.2.5	Sept 16, 2014				
4.4.2.6	Sept 16, 2014				
4.4.3	Sept 16, 2014				
4.4.3.1	Sept 16, 2014				
4.4.3.2	Sept 16, 2014				
4.4.3.3	Sept 16, 2014				

GREEN = Policies not fully addressed in FY 2013-14

Record of Board Self-Evaluation
 Governance Policies

FY 2014-15 (July 2014 – June 2015)

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.5 Board Members' Code of Conduct	Sept 16, 2014				
4.5.1	Sept 16, 2014				
4.5.2	Sept 16, 2014				
4.5.2.1	Sept 16, 2014				
4.5.2.2	Sept 16, 2014		From Dec 10 th 2013 monitoring Board member with a known conflict of interest voted on EPEA Contract	Board Development recommends that whenever there is an unavoidable conflict of interest item for board vote it cannot appear on consent. Committee also recommends this statement permanently remain on this document to serve as a reminder to the board.	
4.5.2.3	Sept 16, 2014				
4.5.3	Sept 16, 2014				
4.5.3.1	Sept 16, 2014				
4.5.3.2	Sept 16, 2014				
4.5.4	Sept 16, 2014				
4.5.5	Sept 16, 2014				
4.5.6	Sept 16, 2014				
4.5.7	Sept 16, 2014				
4.5.7.1	Sept 16, 2014				
4.5.7.2	Sept 16, 2014				
4.5.7.3	Sept 16, 2014				
4.5.7.4	Sept 16, 2014				
4.5.7.5	Sept 16, 2014		From Dec 10 th , 2013 board found New policy and training hasn't been offered since this was adopted to allow board members to get into compliance	From Dec 10, 2013 Board members who are out of compliance should commit to getting in compliance as soon as	

GREEN = Policies not fully addressed in FY 2013-14

**Record of Board Self-Evaluation
 Governance Policies**

FY 2014-15 (July 2014 – June 2015)

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
				reasonably possible	
4.5.7.6	Sept 16, 2014				
4.5.7.7	Sept 16, 2014				
4.6 Process for Addressing Board Member Violations	Sept 16, 2014				
4.6.1	Sept 16, 2014				
4.6.2	Sept 16, 2014				
4.6.3	Sept 16, 2014				
4.6.4	Sept 16, 2014				
4.6.4.1	Sept 16, 2014				
4.6.4.2	Sept 16, 2014				
4.7 Board Committee Principles	Sept 16, 2014				
4.7.1	Sept 16, 2014				
4.7.2	Sept 16, 2014				
4.7.3	Sept 16, 2014				
4.7.4	Sept 16, 2014				
4.8 Board Committee Structure	Sept 16, 2014				
4.8.1 Ownership Linkage Committee	Sept 16, 2014				
4.8.2 Policy Committee	Sept 16, 2014				
4.8.3 Board Development Committee	Sept 16, 2014				
4.8.4 Negotiations Committee	Sept 16, 2014				
4.9 Governance Investment	Sept 30, 2014				

GREEN = Policies not fully addressed in FY 2013-14

**Record of Board Self-Evaluation
 Governance Policies**

FY 2014-15 (July 2014 – June 2015)

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

Policy	Date of Self-Evaluation	Board Behavior Fully Compliant? Y/N	Board behavior needing improvement or opportunity for continuous improvement	Commitment Made/Action Taken	Completed
4.9.1	Sept 30, 2014				
4.9.1.1	Sept 30, 2014				
4.9.1.2	Sept 30, 2014				
4.9.1.3	Sept 30, 2014				
4.9.2	Sept 30, 2014				
4.9.3	Sept 30, 2014				
4.10 Operation of the School Board Governing Rules	Sept 16, 2014				
4.10.1	Sept 16, 2014				
4.10.1.1	Sept 16, 2014				
4.10.1.2	Sept 16, 2014				
4.10.1.3	Sept 16, 2014				

**Record of Board Policy Monitoring
 Ends and Executive Limitations Policies
 July 2014 - June 2015**

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

Policy	Date	Operation Interpretation - Reasonable or not?		Evidence (demonstrates expected progress?)		Date to bring back the district's plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding -	Superintendent Assertion	Board Finding		
ENDS							
Ends 1.1.1 (Reading at grade level)	11/25/2014						
Ends 1.1.2.1 (Language Arts with the exception of Writing)	10/14/2014						
Ends 1.1.2.2 (Mathematics)	10/28/2014						
Ends 1.1.2.3 (Writing)	1/27/2015						
Ends 1.1.2.4 (Science)	11/11/2014						
1.1.3 (Each student receives a broad-based...)	3/10/2015						
1.2 (Graduates are prepared to learn....)	3/24/2015						
1.3 (Graduates demonstrate the attributes...)	5/12/2015						

21

**Record of Board Policy Monitoring
 Ends and Executive Limitations Policies
 July 2014 - June 2015**

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

Policy	Date	Operation Interpretation - Reasonable or not?		Evidence (demonstrates expected progress?)		Date to bring back the district's plan to demonstrate expected progress in the future	Completed
		Superintendent Assertion	Board Finding -	Superintendent Assertion	Board Finding		
EXECUTIVE LIMITATIONS							
EL 2.0 Global Executive Constraint	12/9/2014						
EL 2.1 Emergency Superintendent Succession	8/12/2014	yes	yes	yes	yes		
EL 2.2 Treatment of Students	8/26/2014	yes	Yes, except 2.2.1.	yes	Yes, except 2.2.1 & 2.2.6	Bring back to board for remonitoring Sept 23 2014	
EL 2.3 Treatment of Parents	9/23/2014						
EL 2.4 Treatment of Staff	10/28/2014						
EL 2.5 Financial Planning and Budgeting	12/9/2014						
EL 2.6 Financial Condition and Activities	9/9/2014						
EL 2.7 Asset Protection	8/12/2014						
EL 2.8 Compensation and Benefits	10/14/2014						
EL 2.9 Communication and Support to the Board	11/11/2014						

22

9. SUPERINTENDENT CONSENT AGENDA

A. Semi-Monthly Reports

Human Resources Report

1. Human Resources – Administrative/Supervisory/Technical (AST)

a. New Hires

Farah, Osman- Somali Communications Specialist, Administration Services Center, 8 hours/day, 5 days/week, 185 days/year, effective 9/02/2014.

2. Human Resources - Licensed Staff

a. New Hires/Re-hires

Alberto, Anna- 1.0 Kindergarten, Eagle Eights Spanish Immersion, effective from 8/25/2014 to 1/26/2015.

Buteyn, John- .917 Social Studies, Eden Prairie High School, effective 8/25/2014.

Chase, Cara- 1.0 FACS, Eden Prairie High School, effective 8/25/2014.

Dawe, Kelly- 1.0 Special Education - Autistic Behavior Specialist, Cedar Ridge Elementary, effective 8/25/2014.

Griffin, Jared- 1.0 Special Education, Self-Contained Program, District Wide, effective 8/25/2014.

Jackson, Alyssa- 1.0 English, Eden Prairie High School, effective 8/25/2014.

Knock, Melissa- .333 Mathematics, Eden Prairie High School, effective from 8/25/2014 to 1/26/2015.

Lowry, Jessica- 1.0 Music-Orchestra, Eden Prairie High School, effective from 8/25/2014 to 2/27/2015.

Rapke Hoffman, Lisa- .5 Social Worker, ECSE, effective 8/25/2014.

Tangren, Linda- 1.0 Special Education-DCD, Eden Lake Elementary, effective 8/25/2014.

b. Rehires

Peterson, Gregory- .25 Physical Education, Eden Lake Elementary, effective 8/25/2014 to 6/05/2015.

Rock, Michael- 1.0 Industrial Education, Eden Prairie High School, effective 8/25/2014 to 11/07/2014.

c. Probationary Rehires

Burns, Mark- .5 Special Education, Eden Lake Elementary, effective 8/25/2014.

d. Continuing Contract for 2014-2015

Axtman, Joshua- 1.0 English, Eden Prairie High School, effective 8/25/2014.

Barnes, Kristine- .6 Music-Vocal, Central Middle School, effective 8/25/2014.

Bowers, Jennifer- 1.0 Grade 1, Eagle Heights Spanish Immersion, effective 8/25/2014.

Ciborowsky, Ashley- 1.0 Kindergarten, Eagle Heights Spanish Immersion, effective 8/25/2014.

Gilthvedt, Kjersti- 1.0 Special Education, EBD, Central Middle School, effective 8/25/2014.

Gustafson, Catherine- .205 Music-Orchestra, Cedar Ridge Elementary, .278 Music-Orchestra, Eden Lake Elementary, .217 Music-Orchestra, Prairie View Elementary, effective 8/25/2014.

Halle, Kerry Holtmeier- 1.0 ESL, Prairie View Elementary, effective 8/25/2014.

Khavanin, Kiley- 1.0 TOSA - Behavior Specialist, District wide, effective 8/25/2014.

King, Cleonna- 1.0 Special Education, Central Middle School, effective 8/25/2014.

Long, Michael- 1.0 Special Education, Eden Prairie High School, effective 8/25/2014.

Natal, Stacy- .5 TOSA Title 1, Prairie View Elementary, effective 8/25/2014.

Nielsen, Janice- 1.0 Speech, Education Center, effective 8/25/2014.

Reilly, Jessica- 1.0 Grade 5, Eagle Heights Spanish Immersion, effective

8/25/2014.

Stamson, Elizabeth- 1.0 Mosaic Grade 5, Forest Hills Elementary,
effective 8/25/2014.

3. Human Resources - Classified Staff

a. New Hires

CLASS

Ware, Sherae – Office Professional – Student Activities, Eden Prairie High School, 8 hours/day, 5 days/week, 210 days/year, effective 8/25/2014.

CONFIDENTIAL

Knutson, Kristin – Executive Assistant to Superintendent and School Board, Administrative Services Center, 7 hours/day, 5 days/week, 260 days/year, effective 8/22/2014.

FOOD SERVICE

Atkinson, Yvette – Food Service Assistant I – Floater, Eden Prairie High School, 4 hours/day, 5 days/week, 178 days/year, effective 9/02/2014.

MSEA

Clow, Jessica – Special Educational Paraprofessional, Eden Prairie High School, 6.5 hours/day, 5 days/week, 178 days/year, effective 9/02/2014.

Duchscher, Kyle – Security Monitor, Eden Prairie High School, 8 hours/day, 5 days/week, 178 days/year, effective 9/02/2014.

Muldowney, Karin – Special Educational Paraprofessional, Oak Point Elementary, 5 hours/day, 5 days/week, 178 days/year, effective 9/02/2014.

Potter, Kurt – Food Service Assistant I, Oak Point Elementary, 3.5 hours/day, 5 days/week, 178 days/year, effective 9/02/2014.

Tornquist, Marie – ESL Paraprofessional, Eden Prairie High School, 6.5 hours/day, 5 days/week, 178 days/year, effective 9/02/2014.

Stein, Megan – Special Educational Paraprofessional, TASSEL program, 4.5 hours/day, 5 days/week, 172 days/year, effective 9/02/2014.

TRANSPORTATION

Rage, Abdirizak – Bus Driver, Transportation, hours vary, 5 days/week,

178 days/year, effective 8/21/2014.

b. Resignations/Retirements

CLASS

Rosol, Sara – Due Process Clerk, Eden Lake Elementary and Prairie View Elementary, effective 8/18/2014.

MSEA

McCullough, Anette – Special Educational Paraprofessional, Early Childhood Special Education, effective 8/05/2014.

Rasula, Marissa – Bilingual Paraprofessional, Eagle Heights Spanish Immersion, effective 8/18/2014.

9. SUPERINTENDENT CONSENT AGENDA

A. Semi-Monthly Reports

Business Services Report

Approval of Payments for July

RESOLVE that the General, Food Service, Transportation, Community Service, Capital Outlay, Building and Debt Service Fund expenditures, adjustments and transfers in the amount of \$9,403,911.92 check numbers Check #380995-381235 be approved for July 2014.

Acknowledgment of Electronic Transfers September 2014

RESOLVE to acknowledge the following electronic transfers:

INVEST DATE	FROM	TO	INTEREST RATE	MATURITY DATE	PRINCIPAL
8/28/13	PMA Financial	MNTrust	.201%	8/28/14	\$249,622.50
3/01/13	PMA Financial	MNTrust	.203%	8/29/14	\$200,605.84
3/15/13	PMA Financial	MNTrust	.193%	8/29/14	\$249,397.79
4/22/14	PMA Financial	MNTrust	.080%	8/29/14	\$249,970.66

**EDEN PRAIRIE SCHOOLS
 GENERAL FUNDS
 MONTHLY REVENUE/EXPENDITURE REPORT
 FOR THE MONTH ENDED JUNE 30, 2014**

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	(11,227,000)	7,539,000	7,827,000	96.32%	98.20%
021-040	TUITION	0	98,000	150,000	65.33%	94.75%
041-089	FEES & ADMISSIONS	21,000	936,000	934,000	100.21%	102.70%
090-199	MISC REVENUE	248,000	1,653,000	973,000	169.89%	155.09%
200-399	STATE AID	16,262,000	80,971,000	79,811,000	101.45%	100.20%
400-499	FEDERAL PROGRAMS	861,000	2,707,000	2,707,000	100.00%	100.00%
600-649	SALES	(4,000)	84,000	70,000	120.00%	101.66%
		\$6,161,000	\$93,988,000	\$92,472,000	101.64%	100.39%
	CAPITAL OUTLAY	9,447,000	9,591,000	9,451,000	101.48%	100.12%

Revenue Notes:

Taxes - Property tax shift neutralized by adjustment to State Aid tax shift offset.

Tuition - The difference is a result of the inherent fluidity of this revenue source from year to year. Changes in enrollment for VISA students and inter-district billing for Special Ed. services rendered account for this fluidity.

Misc. Revenue - The year to date receipts outpace prior year amounts due to significant inflows from various sources including grants & donations from FEPS and PTOs, expense reimbursement for Medical Assistance, and a fiscal 2012 tuition refund from WMEP, all of which occurred in the prior 3-4 months.

Sales - The increase reflects revenues gained by disposing of obsolete assets using auctions as opposed to the year end garage sale.

Expenditure Notes:

Benefits - Includes additional expense for payment of severances.

Supplies - Purchased Services and Supplies & Equipment budget allocations are interchangeable. Once combined, expenditures are 100.15% of budget. The overage is from increased expenses in utilities and fuels.

Transfers - Fund transfer for Community Ed severances.

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	13,939,000	64,844,000	64,906,000	99.90%	99.52%
200	BENEFITS	4,175,000	20,113,000	19,191,000	104.80%	100.37%
300	PURCHASED SVCS	924,000	6,525,000	7,004,000	93.16%	97.55%
400	SUPPLIES & EQUIPMENT	715,000	3,435,000	2,941,000	116.80%	106.73%
800	OTHER EXPENSES	1,000	107,000	111,000	96.40%	92.15%
900	TRANSFERS & CONTINGENCY	346,000	346,000	301,000	114.95%	89.28%
		\$20,100,000	\$95,370,000	\$94,454,000	100.97%	99.69%
	CAPITAL OUTLAY	693,000	9,464,000	9,855,000	96.03%	99.00%

Eden Prairie School Board
2014-2015 ANNUAL WORK PLAN CHANGES

MEETINGS

WORKSHOPS

09/09/14 Proposed

Date of Meeting - Changes Requested	Add or Continue
Tuesday, September 9, 2014:	
Tuesday, September 23, 2014:	
Tuesday, October 14, 2014:	Policy Monitoring: Remove Ends 1.1.2.1 – Language Arts with the exception of Writing
Tuesday, October 28, 2014:	Policy Monitoring: Remove Ends 1.1.2.2 – Mathematics
Tuesday, November 11, 2014:	Policy Monitoring: Remove Ends 1.1.2.4 - Science
Tuesday, November 25, 2014:	Policy Monitoring: Remove Ends 1.1.1 – Reading at Grade Level Policy Monitoring: Add Ends 1.1 Review Operational Interpretation (OI)
Tuesday, December 9, 2014:	Policy Monitoring: Remove EL 2.0 Global Executive Constraint and EL 2.5 Financial Planning and Budgeting
Tuesday, January 13, 2015:	Policy Monitoring: Add EL 2.0 – Global Executive Constraint and EL 2.5 Financial Planning and Budgeting
Tuesday, January 27, 2015:	Policy Monitoring: Remove Ends 1.1.2.3 - Writing

Workshops Add/Remove– September 9, 2014

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Placeholders

- TBD: Workshop to Review all Governance Process Policies - (next 6 months)
- EL 2.5 and EL 2.9 Policy Review/Revisions Workshop (removed from Workshop on Sept. 9, 2014)
- Workshop to review all EL policies?

**** February 24, 2015 Board Meeting – Curt will be attending a full day meeting of the AASA Governing Board/National Conference – Options: Change the meeting date, cancel or hold the meeting with Curt absent?**

**Eden Prairie School Board
2014-2015 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Approved 08/26/14

	Board Education	Board Work				Supt Consent Agenda Items (HR & BS Report)	Workshop Topic(s)
		Policy Monitoring Ends, EL, BMP & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports and Minutes		
Meeting Tues, July 22, 2014 TIME CHANGE 8:00 AM 6:00 PM			<ul style="list-style-type: none"> Superintendent Negotiations Timeline Discussion 	<ul style="list-style-type: none"> Closed Session per MN Statute 13D.05, Subd. 3(a) - Annual Superintendent Evaluation Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports District Policies Student Handbooks 	
Post Meeting Workshop Tues, July 22, 2014					Review Policy Governance Implementation survey results and next steps		Board Meeting Self-Assessment
Workshop Wed, July 23, 2014 RESCHEDULED TO Aug 13, 2014							Ends Policy and Target Workshop
Board Meeting Tues, August 12, 2014 TIME CHANGE 4:00 – 6:00 PM		<ul style="list-style-type: none"> EL 2.1 Emergency Superintendent Succession EL 2.7 Asset Protection 	<ul style="list-style-type: none"> Superintendent Contract Renewal 	<ul style="list-style-type: none"> Resolution Relating to the School District General Election Ballot Language Public Statement of Superintendent Review Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports District Policies (MSBA) Student Handbook 	
Post Meeting Workshop Tues, August 12, 2014 (Only if time permits) (Moved to Aug 26, 2014 Post Board Meeting)							<ul style="list-style-type: none"> Board's Role as liaisons to the PTO's (Moved to Placeholder) Board Meeting Self-Assessment (Moved to Aug 26, 2014 Post Board Meeting)
Workshop Wed, Aug 13, 2014 Rescheduled from July 23, 2014 4:00 p.m.							Ends Policy Workshop
Joint School Board/City Council Meeting Tues, August 19, 2014 5:00 PM							
Workshop Tues, Aug 26, 2014 4-6 p.m.							<ul style="list-style-type: none"> Board Development: (Policy Governance Principles, Initial Policy Dev., Learn to Monitor, Committee Restructuring

30

Eden Prairie School Board
2014-2015 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Approved 08/26/14

	Board Education	Board Work				Supt Consent Agenda Items (HR & BS Report)	Workshop Topic(s)
		Policy Monitoring Ends, EL, BMP & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports and Minutes		
							<ul style="list-style-type: none"> Legislative Action Committee (Moved from 6 pm Board Meeting)
Board Meeting Tues, August 26, 2014 6:00 PM		<ul style="list-style-type: none"> EL 2.2 Treatment of Students 	<ul style="list-style-type: none"> Legislative Action Committee (Moved to Board Workshop on Aug 26 at 4 pm) First Reading – Ends Policy 1.1, 1.2 & 1.3 	<ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports 	
Post Meeting Workshop Tues, August 26, 2014							<ul style="list-style-type: none"> Superintendent Contract Discussion Board Meeting Self-Assessment (Aug 12 & 26, 2014)
Workshop Tues, Sept 9, 2014 4:00 PM (Moved to Placeholder)							<ul style="list-style-type: none"> EL 2.5 and EL 2.9 Policy Review/Revisions (Moved to Placeholder)
Board Meeting Tues, Sept 9, 2014 6:00 PM		<ul style="list-style-type: none"> EL 2.6 Financial Condition and Activities 	<ul style="list-style-type: none"> Second Reading – Ends Policy 1.1, 1.2 & 1.3 Closed Meeting: Contract Negotiation Strategy (Minnesota Statute 13D.03, Subd. 1.) 	<ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports 	
Post Meeting Workshop Tues, Sept 9, 2014							<ul style="list-style-type: none"> Board Meeting Self-Assessment Board's Role as liaisons to PTOs (Moved from Placeholder)
Workshop Tues, Sept 16, 2014 4:00 PM							<ul style="list-style-type: none"> All BMD Policies GP 4.4 Officer Roles GP 4.5 Brd Members Code of Conduct GP 4.6 Process for addressing Brd member Violations GP 4.7 Board Cmt Principles GP 4.8 Board Cmt Structure GP 4.10 Operation of the School Brd Governing Rules

31

Eden Prairie School Board
2014-2015 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Approved 08/26/14

	Board Education	Board Work				Supt Consent Agenda Items (HR & BS Report)	Workshop Topic(s)
		Policy Monitoring Ends, EL, BMP & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports and Minutes		
Workshop Tues, Sept 23, 2014 4:00 – 6:00 PM							Board Development (Ownership Linkage, Standard Op. Procedures, Agenda Structure)
Board Meeting Tues, Sept 23, 2014 6:00 PM		<ul style="list-style-type: none"> • EL 2.2.1 Treatment of Students-OI and Evidence • EL 2.2.6 Treatment of Students-Evidence • EL 2.3 Treatment of Parents • All BMD Policies • GP 4.4 Officer Roles • GP 4.5 Brd Members Code of Conduct • GP 4.6 Process for addressing Brd member Violations • GP 4.7 Board Cmt Principles • GP 4.8 Board Cmt Structure • GP 4.10 Operation of the School Brd Governing Rules 		<ul style="list-style-type: none"> • Approval of Preliminary FY16 Levy • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Semi-Monthly Reports • Student Achievement and Accountability Report 	
Post Meeting Workshop Tues, Sept 23, 2014							Board Meeting Self-Assessment
Workshop Tues, Sept 30, 2014 4:00 PM							<ul style="list-style-type: none"> • GP 4.0 Global Governance Commitment • GP 4.1 Governing Style • GP 4.2 Brd Job Products • GP 4.3 Annual Work Plan • GP 4.9 Governance Investment
Board Meeting Tues, October 14, 2014 6:00 PM		<ul style="list-style-type: none"> • Ends 1.1.2.1 – Language Arts with the exception of Writing • EL 2.8 Compensation and Benefits • GP 4.0 Global Governance Commitment • GP 4.1 Governing Style • GP 4.2 Brd Job Products • GP 4.3 Annual Work Plan • GP 4.9 Governance Investment 		<ul style="list-style-type: none"> • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Semi-Monthly Reports • Assurance of Compliance 	
Post Meeting Workshop Tues, October 14, 2014							Board Meeting Self-Assessment

32

Eden Prairie School Board
2014-2015 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Approved 08/26/14

	Board Education	Board Work				Supt Consent Agenda Items (HR & BS Report)	Workshop Topic(s)
		Policy Monitoring Ends, EL, BMP & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports and Minutes		
Board Meeting Tues, October 28, 2014 6:00 PM		<ul style="list-style-type: none"> Ends 1.1.2.2 - Mathematics EL 2.4 Treatment of Staff 		<ul style="list-style-type: none"> Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports 	
Post Meeting Workshop Tues, October 28, 2014							Board Meeting Self-Assessment
Board Meeting Tues, Nov 11, 2014 6:00 PM		<ul style="list-style-type: none"> Ends 1.1.2.4 - Science EL 2.9 Communication and Support to the Board (Semi-annual) 		<ul style="list-style-type: none"> Canvas Election Resolution directing the school Dist Clerk to Perform other election related duties Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports 	
Post Meeting Workshop Tues, Nov 11, 2014							Board Meeting Self-Assessment
Board Meeting Tues, Nov 25, 2014 6:00 PM		<ul style="list-style-type: none"> Ends 1.1.1 - Reading at Grade Level 		<ul style="list-style-type: none"> Approval of FY14 Audit Appointment of Dist. 287 Rep Appointment of WMEP Rep Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports 	
Post Meeting Workshop Tues, Nov 25, 2014							Board Meeting Self-Assessment
Board Meeting Tues, Dec 9, 2014 6:00 PM		<ul style="list-style-type: none"> EL 2.5 Financial Planning and Budgeting EL 2.0 Global Executive Constraint 		<ul style="list-style-type: none"> Approval of Final FY16 Levy Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports American Indian Education Resolution 	
Post Meeting Workshop Tues, Dec 9, 2014							Board Meeting Self-Assessment
Board Meeting Tues, Jan 13, 2015 6:00 PM				<ul style="list-style-type: none"> Organizational meeting <ul style="list-style-type: none"> Oath of Office Officers Board Compensation Board Calendar Committee assignments Liaison assignments Outside assignments Record of Board Self-Evaluation 		<ul style="list-style-type: none"> Semi-Monthly Reports Annual District Organizational Items <ul style="list-style-type: none"> District Newspaper District Depository/ Financial Institutions Money Wire Transfers Early Claims Payment District Legal Counsel School District Responsible Authority <ul style="list-style-type: none"> Deputy Clerk an Deputy Treasurer Facsimile Signature Authorization 	

33

Eden Prairie School Board
2014-2015 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Approved 08/26/14

	Board Education	Board Work				Supt Consent Agenda Items (HR & BS Report)	Workshop Topic(s)
		Policy Monitoring Ends, EL, BMP & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports and Minutes		
						<ul style="list-style-type: none"> - Authorization for Supt to Sign Contracts - Local Education Agency (LEA) Representative 	
Post Meeting Workshop Tues, Jan 13, 2015							Board Meeting Self-Assessment
Board Meeting Tues, Jan 27, 2015 6:00 PM	<ul style="list-style-type: none"> •FY 15 Budget Timeline •FY 15 Budget Assumptions •2015-16 School Calendar •2016-17 School Calendar DRAFT 	<ul style="list-style-type: none"> • Ends 1.1.2.3 - Writing 	<ul style="list-style-type: none"> • Mid-Year Budget Update 	<ul style="list-style-type: none"> • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Semi-Monthly Reports 	
Post Meeting Workshop Tues, Jan 27, 2015							Board Meeting Self-Assessment
Board Meeting Tues, Feb 10, 2015 6:00 PM				<ul style="list-style-type: none"> • Mid-Year Budget Approval • Sabbatical Leave Committee Board Appointment • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Semi-Monthly Reports • Reaffirmation of School Calendar for 2015-16 • 2016-17 School Calendar DRAFT 	
Post Meeting Workshop Tues, Feb 10, 2015							Board Meeting Self-Assessment
Board Meeting Tues, Feb 24, 2015 6:00 PM				<ul style="list-style-type: none"> • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Semi-Monthly Reports • 2015-16 Integration Budget 	
Post Meeting Workshop Tues, Feb 24, 2015							Board Meeting Self-Assessment
Board Meeting Tues, Mar 10, 2015 6:00 PM		<ul style="list-style-type: none"> • Ends 1.1.3 (Each student receives a broad-based...) 	<ul style="list-style-type: none"> • First Reading of 2015-16 School Board Meeting Schedule 	<ul style="list-style-type: none"> • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Semi-Monthly Reports 	
Post Meeting Workshop Tues, Mar 10, 2015							Board Meeting Self-Assessment
Board Meeting Tues, Mar 24, 2015 6:00 PM		<ul style="list-style-type: none"> • Ends 1.2 (Graduates are prepared...) 	<ul style="list-style-type: none"> • First Reading of 2015-16 Board Budget (presented by the Treasurer) 	<ul style="list-style-type: none"> • Approval of 2015-16 School Board Meeting Schedule • Record of Board Self-Evaluation 		<ul style="list-style-type: none"> • Semi-Monthly Reports 	
Post Meeting Workshop Tues, Mar 24, 2015							Board Meeting Self-Assessment
Board Meeting			<ul style="list-style-type: none"> • 2015-16 Capital Budget 	<ul style="list-style-type: none"> • Approval of 2015-16 Board 		<ul style="list-style-type: none"> • Semi-Monthly Reports 	

34

Eden Prairie School Board
2014-2015 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Approved 08/26/14

	Board Education	Board Work				Supt Consent Agenda Items (HR & BS Report)	Workshop Topic(s)
		Policy Monitoring Ends, EL, BMP & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports and Minutes		
Tues, April 14, 2015 6:00 PM				Budget • Record of Board Self-Evaluation			
Post Meeting Workshop Tues, April 14, 2015							Board Meeting Self-Assessment
Board Meeting Tues, April 28, 2015 6:00 PM				• Approval of 2015-16 Capital Budget • Record of Board Self-Evaluation		• Semi-Monthly Reports	
Post Meeting Workshop Tues, April 28, 2015							Board Meeting Self-Assessment
Board Meeting Tues, May 12, 2015 6:00 PM		• Ends 1.3 (Graduates demonstrate)	• 2015-16 Work Plan – First Reading	• Record of Board Self-Evaluation		• Semi-Monthly Reports	
Post Meeting Workshop Tues, May 12, 2015							Board Meeting Self-Assessment
Board Meeting Tues, May 26, 2015 6:00 PM			• 2015-16 Budget – First Reading	• Record of Board Self-Evaluation • Approval of 2015-16 Work Plan		• Semi-Monthly Reports • Approval of the District Health and Safety Program • MSHSL Resolution for Membership • Approval of 2015-16 School Meal Prices	
Post Meeting Workshop Tues, May 26, 2015							Board Meeting Self-Assessment
Board Meeting Tues, June 9, 2015 6:00 PM				• Approval of the 2015-16 Budget		• Semi-Monthly Reports • Recertification of Census Exhibit • Q Comp Annual Report	
Post Meeting Workshop Tues, June 9, 2015							Board Meeting Self-Assessment
Board Meeting Tues, June 23, 2015 6:00 PM		• EL 2.9 Communication and Support to the Board (Semi-annual)		• Record of Board Self-Evaluation		• Semi-Monthly Reports	
Post Meeting Workshop Tues, June 23, 2015							Board Meeting Self-Assessment

Placeholders/TBD

- TBD: Workshop to Review all Governance Process Policies - (next 6 months)

Eden Prairie School Board
2014-2015 ANNUAL WORK PLAN

Board Meetings

Board Workshops

Approved 08/26/14

- TBD: Workshop to Review all Governance Process Policies - (next 6 months)
- EL 2.5 and EL 2.9 Policy Review/Revisions Workshop (removed from Workshop on Sept. 9, 2014)
- Workshop to review all EL policies?

** February 24, 2015 Board Meeting – Curt will be attending a full day meeting of the AASA Governing Board/National Conference – Options: Change the meeting date, cancel or hold the meeting with Curt absent?

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Eden Prairie School Board
2014-2015 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS
COMMITTEE MEETINGS

EVENTS

Revised 08/29/14

Name of Event	Date	Place	Time	Contact Information
Board Development Committee	Thursday, July 10, 2014	ASC	7:45 a.m.	
Agenda Setting Meeting	Tuesday, July 15, 2014	ASC	1:30 p.m.	
Board Development Committee	Thursday, July 17, 2014	ASC	7:45 a.m.	
Board Development Committee	Thursday, July 31, 2014 (Canceled)			
MSBA Summer Seminar	Monday, August 4, 2014	Marriott Minneapolis Northwest 7025 Northland Drive N Brooklyn Park	Registrations begins at 8:15 a.m.	
Agenda Setting Meeting	Wednesday, August 6, 2014	ASC	1:30 p.m.	
Board Policy Committee	Friday, August 8, 2014	ASC	10:00 a.m.	
Board Policy Committee	Tuesday, August 12, 2014	ASC	2:45 p.m.	
Board Development Committee	Thursday, August 14, 2014	ASC	7:45 a.m.	
Agenda Setting Meeting	Tuesday, August 19, 2014	ASC	9:30 a.m.	
Board Negotiations Committee	Monday, August 25, 2014	ASC		
District Kick Off	Tuesday, August 26, 2014	High School	7:00 -9:30 a.m.	Continental Breakfast at 7-7:45 a.m. (District Staff and Board Members)
Board Development Committee	Thursday, August 28, 2014	ASC	7:45 a.m.	
Agenda Setting Meeting	Wednesday, September 3, 2014	ASC	10:30 a.m.	
Board Ownership Linkage Committee	Thursday, September 4, 2014	ASC	8:30 a.m.	
Board Development Committee	Tuesday, September 9, 2014	ASC	4:00 p.m.	
Agenda Setting Meeting	Tuesday, September 16, 2014	ASC	9:30 a.m.	
5K for EP Schools (fka Alma Mater Trotter)	Saturday, September 20, 2014	EPHS – Aerie Stadium	8:30 a.m.	
National Honor Society Induction Ceremony				
EP Chamber Athena Award Luncheon				
Eden Prairie Annual Chamber Gala Event	Saturday, October 25, 2014	Sheraton Bloomington Hotel 5601 West 78 th Street, Bloomington, MN 55439	6:00 p.m.	
National AP Scholars and National Merit Scholars				

37

Eden Prairie School Board
2014-2015 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS
COMMITTEE MEETINGS

EVENTS

Revised 08/29/14

Name of Event	Date	Place	Time	Contact Information
All School Celebration – Recognition of Athletics and Academic Accomplishments				
Science Fair				
MSBA Leadership Conference				
State of the City Luncheon				
Agenda Setting Meeting				
Taste of Eden Prairie				
Agenda Setting Meeting				
AMSD Day at the Capitol				
Agenda Setting Meeting				
All School Celebration – Recognition of Athletics and Academic Accomplishments				
Agenda Setting Meeting				
Chamber Luncheon – Excellence in Education Award Presented (formerly known as the Golden Apple Award)				
Community Education’s Annual Partnership Breakfast				
Agenda Setting Meeting				
EP Gives! Eden Prairie Community Foundation				
FEPS Legacy Awards Banquet				
“My Book Day” 1 st Grade Literacy Annual Event				
“Strive” Breakfast – AM Rotary				
Agenda Setting Meeting				
Above and Beyond Awards Dinner – AM Rotary				
EPHS Senior Community Scholarship Awards Night				
Golden Eagle Awards Breakfast – AM Rotary				
Agenda Setting Meeting				

38

Eden Prairie School Board
2014-2015 SCHOOL BOARD CALENDAR OF COMMITTEE MEETINGS AND EVENTS
COMMITTEE MEETINGS

EVENTS

Revised 08/29/14

Name of Event	Date	Place	Time	Contact Information
All School Celebration – Recognition of Athletics and Academic Accomplishments				
Agenda Setting Meeting				
Commencement				
Agenda Setting Meeting				

Placeholders/TBD

Placeholders/TBD

39

EDEN PRAIRIE SCHOOLS

Student Monthly Enrollment

As of September 8, 2014

(1)

District Site	K	1	2	3	4	5	6	7	8	9	10	11	12	Actual	Budget	Variance	F/R %
Cedar Ridge Elementary	85	105	113	96	117	125	113							754	738	16	20.5%
Eagle Heights	151	121	115	125	123	100	87							822	833	-11	9.4%
Eden Lake Elementary	110	103	133	104	124	115	126							815	791	24	38.3%
Forest Hills Elementary	108	114	119	101	113	121	112							788	778	10	32.4%
Oak Point Elementary	116	109	112	124	103	104	94							762	749	13	25.4%
Prairie View Elementary	92	78	78	80	101	104	129							662	645	17	23.7%
Central Middle School								701	724					1425	1392	33	19.1%
Eden Prairie High School										766	770	716	814	3066	3014	52	15.8%
Subtotal	662	630	670	630	681	669	661	701	724	766	770	716	814	9094	8940	154	21.3%

Over / (Under)

154

Notes:

(1) Free/Reduced % as of May 28, 2014

FY 2013-14 Enrollment = 9,022
Includes 181 Pending Withdrawals