



**Eden Prairie School Board
Board Development Committee Meeting Minutes
October 7, 2020
7:00 AM Via Zoom Conferencing**

Charter per Board Policy GP 4.8: This committee will ensure ongoing Board development and oversee self-monitoring of the Board's performance related to Governance Process and Board Management Delegation policies.

Committee Members Present: Elaine Larabee, Holly Link, Veronica Stoltz

Agenda Items

1. 7:00 am: Approve meeting agenda
2. 7:05 am Review New School Board Member PowerPoint- Only dates were updated.
 - a. Holly Link will be sending the updated version to Brenda Haynes.
 - b. Ask Brenda to make sure that this new PowerPoint is added to the board section of the website.
3. 7:08 am Arrange for policy governance training in January 2021
 - a. Elaine is communicating with trainer Stacey Sjogren to schedule training. Desired time January 2021.
 - b. Elaine to gather dates under consideration for the next meeting.
 - c. Stacey prefers to visit the District for this training on a weekend, likely for a 4-hour block.
 - d. Approx. cost \$200/per person. Elaine will confirm the cost.
4. 7:10 am Need to arrange for DISC assessment/board training in March 2021
 - a. Elaine is communicating with trainer, Susan Hintz . Susan is unavailable mid thru late February 2021, due to personal travel.
 - b. Self-assessment to be done ahead of 3-hour in person training. What will be the timing for this?
 - c. Total cost for this training is estimated to be: \$4,570.
5. 7:15 am Details and timing of Doodle Poll to be determined at next meeting.
6. 7:20 am Off-boarding guide.
 - a. Rather than a separate guide, we are opting to update the board handbook. We will be bringing the final page forward at the October board meeting.
 - b. We are also updating the handbook cover and the footer with correct dates and asking board permission for that change.
 - c. Holly Link to send the updated final page to committee members. Then to be included with these minutes and forwarded to Brenda for presentation to the board.
7. 7:30 am Adjournment



2019-2020 Proposed Board Development Committee Yearly Plan (subject to change)

Quarter 1, 2020 Jan-Mar

Jan. Coord. with Board liaison to schedule MSBA I and II training for new members by June 2020

Feb: Schedule Policy Governance training for new members with Stacey Sjogren

Mar: Policy Governance new member training with Stacey Sjogren on 3/14/20

Quarter 2, 2020 Apr-June

Apr: COVID

May: COVID

June: COVID

Quarter 3 2020 July-Sept

July: School board election preparation

Review Potential Candidate Information PowerPoint, edit as necessary

Aug: Revise New Director Handbook to reflect edited New Director Orientation ppt

Run board governance effectiveness assessment survey

MN Student Survey (placeholder)

Sept: Present results of governance effectiveness assessment survey during board recap, goal setting

School Board year end recap, 2020-2021 goal setting (based on comments from 2019 survey of the board)

Quarter 4 2020 Oct-Dec

Oct: Second date considered for Whole Board Training

Nov-Dec: Coordinate with District Administration re on-boarding of member-elects; swearing in of new members and their registration for MSBA Training Phase I and II, Schedule policy governance training.