

**EDEN PRAIRIE SCHOOL BOARD**  
**2020-2021 ANNUAL WORK PLAN**

Board Meetings

Board Workshops

Other Meetings

**September 28, 2020**

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			
*****2020*****  Brief Business Meeting Wed, Jul 8, 2020 7:30 AM				<ul style="list-style-type: none"> <li>Community Linkage Meeting Minutes</li> <li>Board Development Committee Minutes</li> </ul>			
Board Meeting Mon, Jul 27, 2020 7:30 AM		<ul style="list-style-type: none"> <li>August Meeting Discussion</li> </ul>	<ul style="list-style-type: none"> <li>Resolution to "Call the General Election"</li> <li>Schedule Candidate Information Sessions</li> </ul>		<ul style="list-style-type: none"> <li>Monthly Reports</li> <li>Student Handbooks:               <ul style="list-style-type: none"> <li>- High School</li> <li>- Middle School</li> <li>- Elementary Schools (Summary Detail Included)</li> </ul> </li> </ul>		
School Board "New Candidate" Information Session Monday (to be scheduled) ASC/EDC, 6:30 – 8:30 p.m.							
School Board "New Candidate" Information Session Monday (to be scheduled ) ASC/EDC, 6:30 – 8:30 p.m.							
School Board Listening Session Monday (to be scheduled) ASC/Riley Creek Meeting Room, 5:00 – 5:45 p.m.							
Brief Business Meeting Wed, Aug 5, 2020 7:30 AM -Cancelled-							
Regular Business Meeting Mon, Aug 10, 2020 6:00 PM							

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<b>Brief Business Meeting</b> <del>Thurs, Aug 13, 2020</del> <del>Time: 6:00 PM</del> <del>-Cancelled-</del>							
<b>Board Meeting</b> Mon, Aug 24, 2020 6:00 PM	<ul style="list-style-type: none"> <li>•EL 2.1 Emergency Supt. Succession</li> <li>•EL 2.2 Treatment of Students</li> <li>•EL 2.7 Asset Protection</li> </ul>		<ul style="list-style-type: none"> <li>•2020-21 School Site Visits</li> <li>•EP Online</li> </ul> <hr/> <ul style="list-style-type: none"> <li>•Record of Board Self-Evaluation</li> </ul>		<ul style="list-style-type: none"> <li>•Monthly Reports</li> </ul>		
<b>Post Meeting Board Workshop</b> Mon, Aug 24, 2020							<ul style="list-style-type: none"> <li>•School Board Mtg. Self-Assessment</li> </ul>
<b>Brief Business Meeting</b> <del>Mon, Sep 14, 2020</del> <del>6:00 PM</del> <del>-Cancelled-</del>					<ul style="list-style-type: none"> <li>•Contract Agreements</li> </ul>		
<b>Board Workshop</b> Mon, Sep 14, 2020 6:00 PM							<ul style="list-style-type: none"> <li>•2019-20 Budget Update</li> <li>•Update on School Openings</li> <li>•Morris Leatherman Survey</li> <li>•ADMIN Proposals for FY 2020-21 Workshops</li> </ul>

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							<ul style="list-style-type: none"> <li>• NEW Policy Development Discussion (Ends &amp; EL Policies)</li> <li>• School Board Listening Session Discussion</li> <li>• Policy Monitoring: All BMD Policies – BMD 3.0 – BMD 3.3</li> <li>• Policy Monitoring: GP's: 4.4, 4.5, 4.6, 4.7, 4.8, &amp; 4.10</li> <li>• Confirm agenda for next Board Workshop</li> </ul>
<b>Board Meeting</b> <b>Mon, Sep 28, 2020</b> <b>6:00 PM</b>	<ul style="list-style-type: none"> <li>• EL 2.3 Treatment of Parents</li> <li>• EL 2.6 Financial Management &amp; Operations</li> <li>•</li> </ul> <hr/> <ul style="list-style-type: none"> <li>• All BMD Policies</li> <li>• BMD 3.0 Single Point of Connection</li> <li>• BMD 3.1 Unity of Control</li> <li>• BMD 3.2 Delegation to the Superintendent</li> </ul>	<ul style="list-style-type: none"> <li>• School Site Visits</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Preliminary FY 2021-22 Levy               <ul style="list-style-type: none"> <li>- Tax Levy Comparison</li> <li>- Tax Levy Presentation Pay 21</li> </ul> </li> <li>• Resolution Authorizing the Sale of Facility Maintenance Bonds</li> <li>• Resolution Authorizing Sale of Refunding Bonds</li> <li>• Reassessment Update – Safe Schools Plan</li> </ul>		<ul style="list-style-type: none"> <li>• Monthly Reports</li> </ul>	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> <li>• FY 2019-2020 Year-end Preliminary Financial Report</li> <li>• FY 2020-2021 Preliminary Enrollment Report</li> </ul>	

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	<ul style="list-style-type: none"> <li>•BMD 3.3 Superintendent Accountability &amp; Performance</li> </ul> <hr/> <ul style="list-style-type: none"> <li>•GP 4.4 Officer Roles</li> <li>•GP 4.5 School Board Members Code of Conduct</li> <li>•GP 4.6 Process for Addressing School Board Member Violations</li> <li>•GP 4.7 School Board Committee Principles</li> <li>•GP 4.8 School Board Committee Structure</li> <li>•GP 4.10 Operation of the School Board Governing Rules</li> </ul>		<hr/> <ul style="list-style-type: none"> <li>•Record of Board Self-Evaluation</li> </ul>				
Post Meeting Board Workshop Mon, Sep 28, 2020							•School Board Mtg. Self-Assessment
Board Workshop Mon, Oct 12, 2020 6:00 PM							<ul style="list-style-type: none"> <li>•Administration: Setting Stage for FY 2021-22 Budget Guidelines</li> <li>•Policy Monitoring: GP 4.0, 4.1, 4.2, 4.3, 4.9</li> <li>•Time Frame: Joint Workshop between School Board Members &amp;</li> </ul>

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
							ADMIN to discuss Enrollment <ul style="list-style-type: none"> <li>•Confirm agenda for next Board Workshop</li> </ul>
<b>Board Meeting Mon, Oct 26, 2020 6:00 PM</b>	<ul style="list-style-type: none"> <li>•Ends 1.1, 1.2, 1.3 Evidence (FY 2018-19)</li> </ul> <hr/> <ul style="list-style-type: none"> <li>•EL 2.4 Treatment of Staff</li> <li>•EL 2.8 Compensation and Benefits</li> </ul> <hr/> <ul style="list-style-type: none"> <li>•GP 4.0 Global Governance Commitment</li> <li>•GP 4.1 Governing Style</li> <li>•GP 4.2 School Board Job Products</li> <li>•GP 4.3 Annual Work Plan</li> <li>•GP 4.9 Governance Investment</li> </ul>		<ul style="list-style-type: none"> <li>•Future Board Workshop Topics</li> </ul> <hr/> <ul style="list-style-type: none"> <li>•Record of Board Self-Evaluation</li> </ul>		<ul style="list-style-type: none"> <li>•Monthly Reports</li> </ul>	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> <li>• Enrollment Report as of Oct. 1, 2020 <ul style="list-style-type: none"> <li>-Exec. Summary</li> <li>-Capture Rate</li> <li>-History &amp; Projection Totals</li> <li>-Official October 1 Enrollment Count</li> </ul> </li> <li>•World's Best Workforce Report</li> <li>•FY 2019-2020 Achievement Integration Progress Report</li> </ul>	
<b>Post Meeting Board Workshop Mon, Oct 26, 2020</b>							<ul style="list-style-type: none"> <li>•School Board Mtg. Self-Assessment</li> </ul>
<b>Brief Business Meeting Mon, Nov 9, 2020</b>			<ul style="list-style-type: none"> <li>•Resolution Approving Canvassing of Elections</li> </ul>				

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
6:00 PM			<ul style="list-style-type: none"> <li>Resolution Authorizing Issuance of Certificates of Election</li> </ul>				
Board Workshop <u>Mon, Nov 9, 2020</u> 6:15 PM							<ul style="list-style-type: none"> <li>“New Policy Introductions”</li> <li>Review of Treasurer’s Annual Report</li> <li>Student Enrollment</li> <li>Discussion: Board Monitoring Process and Communication</li> <li>Confirm agenda for next Board Workshop</li> </ul>
<b>School Board Listening Session</b> <b>Monday</b> <b>ASC/Riley Creek Meeting Room, 5:00 – 5:45 p.m.</b>							
Board Meeting <u>Mon, Nov 23, 2020</u> 6:00 PM	<ul style="list-style-type: none"> <li>EL 2.9 Communication and Support to the School Board</li> </ul>	<ul style="list-style-type: none"> <li><i>Closed Session:</i> Review of FY 2019-20 Superintendent Annual Review -Minn. Stat. 13D.05, Subd. 3</li> </ul>	<ul style="list-style-type: none"> <li>Resolution Awarding the Sale of Facility Maintenance Bonds</li> <li>Resolution Authorizing Sale of Refunding Bonds</li> </ul>		<ul style="list-style-type: none"> <li>Monthly Reports</li> </ul>	<ul style="list-style-type: none"> <li>FY 2019-20 Audited Financial Presentation</li> <li>World’s Best Workforce Report (WBWR)</li> <li>Fiscal Year Achievement</li> </ul>	

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
			<ul style="list-style-type: none"> <li>Record of Board Self-Evaluation</li> </ul>			Integration Progress Report	
Post Meeting Board Workshop Mon, Nov 23, 2020							<ul style="list-style-type: none"> <li>School Board Mtg. Self-Assessment</li> </ul>
Board Meeting Mon, Dec 14, 2020 6:00 PM	<ul style="list-style-type: none"> <li>EL 2.5 Financial Planning and Budgeting</li> <li>EL 2.0 Global Executive Constraint</li> </ul>		<ul style="list-style-type: none"> <li>Approval of Final FY 2021-22 Levy</li> <li>Record of Board Self-Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>Community Linkage Senior Citizen Listening Presentation for Discussion at the January 2021 Workshop</li> <li>School Board Treasurer's Report</li> </ul>	<ul style="list-style-type: none"> <li>Monthly Reports</li> </ul>	<ul style="list-style-type: none"> <li>Truth in Taxation Hearing</li> </ul>	
Post Meeting Board Workshop Mon, Dec 14, 2020							<ul style="list-style-type: none"> <li>School Board Mtg. Self-Assessment</li> </ul>

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<p>*****2021*****</p> <p align="center"><b>Annual Organizational Meeting</b>  <b>Mon, Jan 4, 2021</b>  <b>6:00 PM</b></p>			<ul style="list-style-type: none"> <li>• 2021 Annual Organizational Mtg.</li> <li>- Election of Officers</li> <li>- School Board Compensation</li> <li>- School Board Calendar</li> <li>• Resolution for Combined Polling Places for the General Elections</li> <li>• School Board Meeting Calendar: Jan 1, 2021 through Jun 30, 2021</li> <li>• Appointment of Intermediate District 287 Representative</li> </ul>		<ul style="list-style-type: none"> <li>• 2021 Annual School District Organizational Items:</li> <li>- School District Newspaper</li> <li>- School District Depository/Financial Institutions</li> <li>- Money Wire Transfers</li> <li>- Early Claims Payment</li> <li>- School District Legal Counsel</li> <li>- School District Responsible Authority</li> <li>- Deputy Clerk &amp; Deputy Treasurer</li> <li>- Facsimile Signature Authorization</li> <li>- Authorization to Sign Contracts</li> <li>- Local Education Agency (LEA) Representative</li> <li>- MDE Designation of Identified Official with Authority (IoWA)</li> <li>- Seek Bids</li> </ul>		
<p><b>Board Workshop</b>  <b>Mon, Jan 4, 2021</b>  <b>6:15 PM</b>  <b>Convene following the Annual Organizational Meeting</b></p>							<ul style="list-style-type: none"> <li>• 2021 Committees &amp; Outside Organization Discussion</li> <li>• CLC: Senior Center Talking Points, Agenda &amp;</li> </ul>



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							Attendance Discussion • Budget: 5-Year Financial Forecast • Finance 101 • Engagement Strategies • Confirm agenda for next Board Workshop
<b>Board Meeting</b> <b>Mon, Jan 25, 2021</b> <b>6:00 PM</b>		<ul style="list-style-type: none"> <li>•FY 2021-22 Final School Calendar <i>(Draft)</i></li> <li>•FY 2022-23 Preliminary School Calendar <i>(Draft)</i></li> <li>•FY 2021-22 Budget Timelines – <i>First Reading</i></li> <li>•FY 2021-22 Budget Assumptions – <i>First Reading</i></li> </ul>	<ul style="list-style-type: none"> <li>•FY 2020-21 Mid-Year Budget Approval</li> <li>•Record of Board Self-Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>•2021 School Board Committee &amp; Outside Organization Assignments</li> </ul>	<ul style="list-style-type: none"> <li>• Monthly Reports</li> <li>• FY 2021-22 Bus Purchase</li> </ul>		
<b>Post Meeting Board Workshop</b> <b>Mon, Jan 25, 2021</b>							<ul style="list-style-type: none"> <li>•School Board Meeting Self-Assessment</li> </ul>
<b>Board Workshop</b> <b>Mon, Feb 8, 2021</b> <b>6:00 PM</b>							<ul style="list-style-type: none"> <li>•Levy's &amp; Schedule</li> <li>•Transportation: Funding &amp; Options</li> <li>•School Wide Enrichment Model (SEM) –1</li> </ul>

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
							<ul style="list-style-type: none"> <li>•Walk through School Board Agenda</li> <li>•Customer Service Training</li> <li>•Confirm agenda for next Board Workshop</li> </ul>
<b>Board Meeting Mon, Feb 22, 2021 6:00 PM</b>			<hr/> <ul style="list-style-type: none"> <li>•Record of Board Self-Evaluation</li> </ul>		<ul style="list-style-type: none"> <li>• Monthly Reports</li> <li>• Approval of FY 2021-22 School Calendar</li> <li>• Approval of Preliminary FY 2022-23 School Calendar</li> </ul>		
<b>Post Meeting Board Workshop Mon, Feb 22, 2021</b>							<ul style="list-style-type: none"> <li>•School Board Meeting Self-Assessment</li> </ul>
<b>Board Workshop Mon, Mar 8, 2021 6:00 PM</b>							<ul style="list-style-type: none"> <li>•Communications</li> <li>•Define Policy under Policy Governance: Ends, EL's, GP's and BMD's</li> <li>•Policy Workshop: Discus Potential Policy Changes</li> <li>•Confirm agenda for next Board Workshop</li> </ul>

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Board Meeting Mon, Mar 22, 2021 6:00 PM		<ul style="list-style-type: none"> <li>FY 2021-22 Capital Budget – <i>First Reading</i></li> <li>FY 2021-22 Capital Outlay</li> </ul>	<ul style="list-style-type: none"> <li>Resolution to Release Probationary Teachers</li> <li>Final FY 2021-22 Budget Assumptions</li> </ul> <hr/> <ul style="list-style-type: none"> <li>Record of Board Self-Evaluation</li> </ul>		<ul style="list-style-type: none"> <li>Monthly Reports</li> <li>Achievement &amp; Integration Budget</li> </ul>		
Post Meeting Board Workshop Mon, Mar 22, 2021							<ul style="list-style-type: none"> <li>School Board Meeting Self-Assessment</li> </ul>
Board Workshop Mon, Apr 12, 2021 6:00 PM							<ul style="list-style-type: none"> <li>Agenda Items: Sample Agenda &amp; Discussion of Agenda Elements</li> <li>Source of Agenda Items: Board Request for Information; Superintendent Information; Agenda Timeline</li> <li>FY 2021-2022 Annual Work Plan Calendar Discussion</li> <li>FY 2021-2022 School Board Meeting Calendar Discussion</li> </ul>

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							<ul style="list-style-type: none"> <li>•FY 2021-2022 School Board Budget Discussion</li> <li>•Mechanics of Monitoring</li> <li>•Confirm agenda for next Board Workshop</li> </ul>
Board Meeting Mon, Apr 26, 2021 6:00 PM		<ul style="list-style-type: none"> <li>• FY 2021-22 School Board Work Plan – <i>First Reading</i></li> <li>• Closed Session: Negotiation Strategy</li> <li>• FY 2021-22 School Board Budget – <i>First Reading</i></li> </ul>	<ul style="list-style-type: none"> <li>•Approval of</li> <li>•FY 2021-22 Capital Budget</li> <li>•Approval of</li> <li>•FY 2021-22 School Board Meeting Calendar</li> </ul> <hr/> <ul style="list-style-type: none"> <li>•Record of Board Self-Evaluation</li> </ul>		<ul style="list-style-type: none"> <li>•Monthly Reports</li> <li>•ALC Fiscal Agent Agreement with District 287</li> </ul>		
Post Meeting Board Workshop Mon, Apr 26, 2021							<ul style="list-style-type: none"> <li>•School Board Meeting Self-Assessment</li> </ul>
Board Workshop Mon, May 10, 2021 6:00 PM							<ul style="list-style-type: none"> <li>•Strategic Plan</li> <li>•Community Ed</li> <li>•Y-T-D Update and Plan Update</li> <li>•Confirm agenda for next Board Workshop</li> </ul>

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Board Meeting Mon, May 24, 2021 6:00 PM		<ul style="list-style-type: none"> <li>FY 2021-22 Budget – <i>First Reading</i></li> </ul>	<ul style="list-style-type: none"> <li>Approval of FY 2021-22 School Board Work Plan</li> <li>Approval of FY 2021-22 School Board Budget</li> </ul> <hr/> <ul style="list-style-type: none"> <li>Record of Board Self-Evaluation</li> </ul>		<ul style="list-style-type: none"> <li>Monthly Reports</li> <li>MSHSL Resolution for Membership</li> <li>Approval of FY 2021-22 School Meal Prices</li> </ul>		
Post Meeting Board Workshop Mon, May 24, 2021							<ul style="list-style-type: none"> <li>School Board Meeting Self-Assessment</li> </ul>
Board Workshop Mon, June 14, 2021 6:00 PM							<ul style="list-style-type: none"> <li>General Fund Budget Q&amp;A</li> <li>Confirm agenda for next Board Workshop</li> </ul>
Board Meeting Mon, June 28, 2021 6:00 PM	<ul style="list-style-type: none"> <li>Ends 1.1, 1.2, 1.3 OI</li> </ul>		<ul style="list-style-type: none"> <li>Approval of FY 2021-22 Adopted Budget</li> <li>ISD 287 10-Year Facilities Maintenance Resolution</li> </ul> <hr/> <ul style="list-style-type: none"> <li>Record of Board Self-Evaluation</li> </ul>		<ul style="list-style-type: none"> <li>Monthly Reports</li> <li>EPS 10-Year Facilities Maintenance Plan</li> <li>Q-Comp Annual Report</li> <li>Annual Review of District Mandated Policies</li> <li>Approval of Updated District Policies</li> </ul>		
Post Meeting Board Workshop Mon, Jun 28, 2021							<ul style="list-style-type: none"> <li>School Board Meeting Self-Assessment</li> </ul>