



SCHOOL BOARD
3-Year Governance Work Plan

School Board Roles of:	2023-2024			2024-2025			2025-2026		
		When	Who		When	Who		When	Who
District Policy	Policy Revisions (1/4 per year) plus these specific ones below:		Policy committee	Policy Revisions (1/4 per year), plus the specific ones below:		Policy committee	Policy Revisions (1/4 per year), plus the specific ones below:		Policy Committee
	Yearly mandated policies (discipline, etc.)		Policy committee	Yearly mandated policies (discipline, etc.)		Policy committee	Yearly mandated policies (discipline, etc.)		Policy Committee
	Security policy		Policy committee	Minnesota legislative mandates		Policy committee	MN legislative mandates		Policy Committee
	Facility use policy (indoor walking track, Foundation Room, new high school tours)		Policy committee	Facility use policy		Policy committee	Facility Use Policy		Policy Committee
	Minnesota legislative mandates		Policy committee	Minnesota legislative mandates		Policy committee	Minnesota legislative mandates		Policy Committee
	Attendance Area Policy/In-District Transfers		Policy committee						
Operations Oversight - Annually	Annual budget (preliminary, revised, final revised)	May, June, August	Finance	Annual budget (preliminary, revised, final revised)	May, June, August	Finance	Annual budget (preliminary, revised, final revised)	May, June, August	Finance
	Monitoring reports	Monthly	Board	Monitoring reports	Monthly	Board	Monitoring reports	Monthly	Board
	Career Pathways	Annual	OHS Principal	Career Pathways	Annual	OHS Principal	Career Pathways	Annual	OHS Principal
	Financial statements/audit roadmap	Monthly	Board	Financial statements/audit roadmap	Monthly	Board	Financial statements/audit roadmap	Monthly	Board
	World's Best Workforce	December	Board	World's Best Workforce	December	Board	World's Best Workforce	December	Board
	State of the District	November	Board	State of the District	November	Board	State of the District	November	Board
	Truth in Taxation	December	Board	Truth in Taxation	December	Board	Truth in Taxation	December	Board
	Building/department reports	Monthly	Board	Building/department reports	Monthly	Board	Building/department reports	Monthly	Board
	Transportation safety district committee	May, June	Superintendent		Fall/Spring	Superintendent	Transportation safety district committee	Fall/Spring	Superintendent
	Budget forecast	Annual	Finance Board	Budget forecast	Annual	Finance Board	Budget forecast	Annual	Finance Board
Long-term facilities maintenance	Annual	Facilities Board	Long-term facilities maintenance	Annual	Facilities Board	Long-term facilities maintenance	Annual	Facilities Board	
Enrollment	Annual	Board							
Operations Oversight - Unique	Learn and Earn		Superintendent	Learn and Earn		Superintendent	Learn and Earn		Superintendent
	Facilities updates on OHS	Monthly	Facilities Board	Potential Levy	As Needed	Finance Board			
	School boundary adjustment	As needed	Board	Early learning systems		Facilities			
	Early learning systems		Facilities						
Board Governance	Mentoring new board member		Appointed Board member	Mentoring new board member		Appointed Board member	Mentoring new board member		Appointed Board member
	Annual organizational meeting	January	Full Board	Annual organizational meeting	January		Annual organizational meeting	January	
	Board member compensation	January	Full Board	Board member compensation	January		Board member compensation	January	



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	Review board guidelines and standards	January	Chair?	Review board guidelines and standards	January		Review board guidelines and standards	January	
	Board member term discussion	June	Chair	Self-evaluation	June/Dec		Board member term discussion		
	Self-evaluation	June/Dec	Chair	Canvass election results	November		Self-evaluation	June/Dec	
	District/State Committees	January	Board	New board member training	Dec-Jan		District/State Committees	January	Board
	Intergovernmental meetings	Quarterly	Chair & Vice Chair	District/State Committees	January	Board	Intergovernmental meetings		
	Board retreat (team building, goals and vision review)	August	Chair	Intergovernmental meetings			Board retreat (team building, goals and vision review)	August	
	Board member school site visits	three times per year	Assistant / Board	Board retreat (team building, goals and vision review)	August		Employee contracts	Aug-Sep	
	Employee contracts	Aug-Sep	Negotiations Committees	Board member school site visits	three times per year	Assistant / Board	Board member school site visits	three times per year	Assistant / Board
	Audit	Annual	Board	Data Retreat	October		Data Retreat	October	
Superintendent Relations	Evaluation	August	Chair	Evaluation	August		Evaluation	August	
	Superintendent action items	Quarterly	Superintendent	Superintendent action items	Quarterly	Superintendent	Superintendent action items	Quarterly	Superintendent
							Superintendent contract	December	
Public Engagement - Annual	Truth in taxation - include status of tax base growth	December	Director of Finance	Truth in taxation - include status of tax base growth	December	Director of Finance	Truth in taxation - include status of tax base growth	December	Director of Finance
	Work sessions	Monthly	Vice Chair	Work sessions	Monthly	Vice Chair	Work sessions	Monthly	Vice Chair
	School board meetings	Monthly	Chair	School board meetings	Monthly	Chair	School board meetings	Monthly	Chair
	State of the District report	November	Superintendent	State of the District report	November	Superintendent	State of the District report	November	Superintendent
	Community Education annual report		Director of CE	Community Education annual report		Director of CE	Community Education annual report		Director of CE
	Community forum	As Needed	Board	Community forum	As Needed	Board	Community forum	As Needed	Board
	Student engagement			Student engagement			Student engagement		
	761 News board update		Communications	761 News board update		Communications	761 News board update		Communications
	Community participation i.e. annual Night to Unite, downtown First Thursdays event, farmer's market booth	As Needed	Board	Community participation i.e. annual Night to Unite, downtown First Thursdays event, farmer's market booth	As Needed	Board	Community participation i.e. annual Night to Unite, downtown First Thursdays event, farmer's market booth	As Needed	Board
	Board visibility at student events (fine arts & activities), large events at sites or in the community, like the homecoming parade			Board visibility at student events (fine arts & activities), large events at sites or in the community, like the homecoming parade			Board visibility at student events (fine arts & activities), large events at sites or in the community, like the homecoming parade		
Lunch and learn at workplaces with businesses			Lunch and learn at workplaces with businesses			Lunch and learn at workplaces with businesses			

