



**School Board Special Meeting**  
**Friday, December 22, 2023; 7:00 AM**  
**ECC Rooms 306 and 349**

**I. Determination of Quorum and Call to Order**

**II. Approval of Agenda**

**III. Closed Session**

- A. EPS Physical Security Update. Closed session pursuant to Minnesota Statutes section 13D.05, subdivision 3(d), for the board to receive security briefings and reports; to discuss issues related to security systems; and to discuss emergency response procedures. The disclosure of this private security data would pose a danger to public safety and/or compromise security procedures and responses. During this closed session, the Board will be reviewing the safety and security information and plans to be used for District-wide safety and security procedures and recommendations for safety upgrades and training. Any voting related to the financial issues involved with the safety and security plans, if any, will take place during open session.

**IV. Consent Agenda**

- A. Commendation for Julie Greene
- B. Commendation for Regina Neville
- C. Commendation for Janie Shaw
- D. Minutes: *November 13 work session and regular meeting; November 28 work session; December 4 work session*
- E. Personnel Recommendations
- F. Check Register - November 2023
- G. Electronic Fund Transfers - November 2023
- H. Gifts and Bequests – November 2023
- I. 2024 Highlands Elementary Exterior Wall Repair Project
- J. Facility Rental Rates
- K. Boys Volleyball
- L. Student Support Services Agreements
  - 1. Strategic Staffing Solutions

**V. Action**

- A. Proposed 2023-2025 Collective Bargaining Agreement Between Independent School District 273 and Education Minnesota/Edina  
**Description:** The School District's teachers have ratified a tentative agreement for a two-year contract effective July 1, 2023 through June 30, 2025.  
**Presenter(s):** Sonya Sailer, Director of Human Resources; and Mert Woodard, Director of Finance and Operations  
**Recommendation:** Approved the proposed 2023-2025 collective bargaining agreement.

B. Certification of Property Taxes Payable in 2024

**Description:** The District administration recommends certification of the 2022 Payable 2023 Property Tax Levy in the amount of \$72,417,718.51. This amount represents a \$3,617,472.68 increase, 5.26%, over taxes payable in 2023, while the District's property tax base has grown by approximately 12.94%.

**Presenter(s):** Mert Woodard, Director of Finance and Operations

**Recommendation:** Approve and certify the maximum allowable levy amount of \$72,417,718.51 and authorize the Board Clerk to execute the final 2023 payable 2024 levy for Independent School District No. 273 before submission to the Hennepin County Auditor and Minnesota Department of Education.

**VI. Discussion**

A. Annual Financial Audit Presentation – Fiscal Year Ended June 30, 2023

**Description:** Pursuant to state statute, each public school district in Minnesota must, by December 31st, submit to the Minnesota Department of Education and to the Office of the State Auditor audited financial statements for the preceding fiscal year. The District's annual audit for the fiscal year ended June 30, 2023, has been completed by audit firm Malloy, Montague, Karnowski, Radosevich, & Co., P.A. (MMKR). Results of the audit and a high-level overview will be presented to the School Board by representatives of the District's appointed audit firm. Preliminary drafts of the financial statements were shared at the October, November, and December Finance & Facilities Committee meetings.

**Presenter(s):** Mert Woodard, Director of Finance and Operations; and Bill Lauer, Principal Auditor, MMKR

B. Fiscal Year 2025-2029 Financial Forecast and Assumptions

**Description:** In preparation of recommending final budget parameters for the 2024-2025 fiscal year the District has conducted a financial analysis and forecast of what the District's financial position would be if current operations were maintained without adjustment. Conservatively, the District administration projects that the District's current operations would require a budget containment of at least \$2.56 million in order to maintain adherence to the unassigned fund balance policy of a minimum of 6.0%.

**Presenter(s):** Mert Woodard, Director of Finance and Operations

**VII. Leadership Updates**

**VIII. Adjournment**