

**EDEN PRAIRIE SCHOOL BOARD**  
**2023-2024 ANNUAL WORK PLAN**

<b>Board Meetings</b>
<b>Board Workshops</b>
<b>Other Meetings</b>

**05/22/2023 (DRAFT)**

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			
<b>****2023****</b>  Board Meeting Mon, Jul 24, 2023 7:30 AM				September Inspiring News Article	<ul style="list-style-type: none"> <li>•Monthly Reports</li> <li>•TASSEL Student Handbook</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>		
Board Meeting Mon, Aug 28, 2023 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>		Record of Board Self-Evaluation	2023-23 School Site Visits	Monthly Reports		
Post Meeting Board Workshop Mon, Aug 28, 2023							School Board Mtg. Self-Assessment
Board Workshop Mon, Sep 11, 2023 6:00 PM							<ul style="list-style-type: none"> <li>•ADMIN Proposals for FY 2023-24 Workshops</li> <li>•NEW Policy Development Discussion (Ends &amp; EL Policies)</li> <li>•Policy Monitoring: All BMD Policies – BMD 3.0 – 3.3</li> <li>•Policy Monitoring: GP’s: 4.4, 4.5, 4.6, 4.7, 4.8, &amp; 4.10</li> </ul>

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							• Confirm agenda for next Board Workshop
<b>Board Meeting Mon, Sep 25, 2023 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>•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> <li>•BMD 3.3 Superintendent Accountability &amp; Performance</li> <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>		<ul style="list-style-type: none"> <li>•Approval of Preliminary FY 2024-25 Levy Tax Levy Comparison - Tax Levy Presentation Pay 24</li> <li>•Record of Board Self-Evaluation</li> </ul>		Monthly Reports	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> <li>• FY 2022-2023 Year-end Preliminary Financial Report</li> <li>•FY 2023-2024 Preliminary Enrollment Report</li> </ul>	

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Post Meeting Board Workshop Mon, Sep 25, 2023							School Board Mtg. Self-Assessment
Board Workshop Mon, Oct 9, 2023 6:00 PM							<ul style="list-style-type: none"> <li>•Administration: Setting Stage for FY 2024-24 Budget Guidelines</li> <li>•Policy Monitoring: GP 4.0, 4.1, 4.2, 4.3, 4.9</li> <li>•Discussion – Community Linkage/Listen &amp; Learn – Theme &amp; Location of Event</li> <li>•Confirm agenda for next Board Workshop</li> </ul>
Board Meeting Mon, Oct 23, 2023 6:00 PM	<ul style="list-style-type: none"> <li>•Ends 1.1 – 1.6 Evidence (FY 2022-23)</li> <li>•EL 2.4 Treatment of Staff</li> <li>•EL 2.8 Compensation and Benefits</li> <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>•Record of Board Self-Evaluation</li> </ul>		<ul style="list-style-type: none"> <li>•Monthly Reports</li> <li>•MSHSL Form A</li> </ul>	<u>Superintendent Incidentals:</u> <ul style="list-style-type: none"> <li>•Enrollment Report as of 10/1/2023</li> <li>•World’s Best Workforce Report</li> <li>•FY 2022-2023 Achievement Integration Summary Report</li> </ul>	

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Post Meeting Board Workshop Mon, Oct 23, 2023							• School Board Mtg. Self-Assessment
Board Workshop Mon, Nov 13, 2023 6:00 PM							• Community Linkage: - Identify topics for the Inspiring News • Confirm agenda for next Board Workshop
Board Meeting Mon, Nov 27, 2023 6:00 PM	EL 2.9 Communication and Support to the School Board	School Board Mid-Year Treasurer's Report	• Record of Board Self-Evaluation	Identify Topic for January 2024 Inspiring News Topic	Monthly Reports	FY 2022-23 Audited Financial Presentation	
Post Meeting Board Workshop Mon, Nov 27, 2023							• School Board Mtg. Self-Assessment
Board Meeting Mon, Dec 11, 2023 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 2024-25 Levy</li> <li>• Approval of School Board Mid-Year Treasurer's Report</li> <li>• <i>Closed Session:</i> Review of FY 2022-23 Superintendent Annual Review -Minn. Stat. 13D.05, Subd. 3</li> <li>• Record of Board Self-Evaluation</li> </ul>	Approval for January 2024 Inspiring News Article	Monthly Reports	• Truth in Taxation Hearing Planning and Budgeting	

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	Policy Monitoring Ends, EL, BMD & GP Monitoring	Decision Preparation	Required Board Action	Board Action on Committee Reports & Minutes			
Post Meeting Board Workshop Mon, Dec 11, 2023							<ul style="list-style-type: none"> <li>School Board Mtg. Self-Assessment</li> </ul>

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<p align="center"><b>****2024****</b></p> <p align="center"><b>Annual Organizational Meeting</b>  <b>Mon, Jan 8, 2024</b>  <b>6:00 PM</b></p>			<ul style="list-style-type: none"> <li>• 2024 Annual Organizational Mtg.               <ul style="list-style-type: none"> <li>- Election of Officers</li> <li>- School Board Compensation</li> <li>- School Board Calendar</li> </ul> </li> <li>• School Board Meeting Calendar: January 1, 2024, through June 30, 2024</li> <li>• Appointment of Intermediate District 287 Representative</li> </ul>		<ul style="list-style-type: none"> <li>• 2024 Annual School District Organizational Items:               <ul style="list-style-type: none"> <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> </ul> </li> </ul>		
<p><b>Board Workshop</b>  <b>Mon, Jan 8, 2024</b>  <b>6:30 PM</b>  <b>Convene following the Annual Organizational Meeting</b></p>							<ul style="list-style-type: none"> <li>• 2024 Committees &amp; Outside Organization Discussion</li> <li>• Budget: 5-Year Financial Forecast</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>• Confirm agenda for next Board Workshop</li> </ul>
<b>Board Meeting</b> <b>Mon, Jan 22, 2024</b> <b>6:00 PM</b>		<ul style="list-style-type: none"> <li>• FY 2024-24 Final School Calendar <i>(Draft)</i></li> <li>• FY 2025-26 Preliminary School Calendar <i>(Draft)</i></li> <li>• FY 2024-25 Budget Timelines – <i>First Reading</i></li> <li>• FY 2024-25 Budget Assumptions – <i>First Reading</i></li> </ul>	<ul style="list-style-type: none"> <li>• FY 2023-24 Mid-Year Budget Approval</li> <li>• Approval FY 2023-24 Mid-Year School Board Budget</li> <li>• Record of Board Self-Evaluation</li> </ul>	2024 School Board Committee & Outside Organization Assignments	<ul style="list-style-type: none"> <li>• Monthly Reports</li> <li>• FY 2024-25 Bus Purchase</li> </ul>		
<b>Post Meeting Board Workshop</b> <b>Mon, Jan 22, 2024</b>							School Board Meeting Self-Assessment
<b>Board Workshop</b> <b>Mon, Feb 12, 2024</b> <b>6:00 PM</b>							<ul style="list-style-type: none"> <li>• Finance Overview</li> <li>• Agenda Items: Walk-through School Board Agenda</li> <li>• Sample Agenda &amp; Discussion of Agenda Elements</li> <li>• Source of Agenda Items: Board Request for Information; Superintendent</li> </ul>

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							Information; Agenda Timeline • Community Linkage: Discuss Goals & Format for Community Engagement • Confirm agenda for next Board Workshop
<b>Board Meeting</b> Mon, Feb 26, 2024 6:00 PM			Record of Board Self-Evaluation		<ul style="list-style-type: none"> <li>• Monthly Reports</li> <li>• Approval of FY 2024-25 School Calendar</li> <li>• Approval of Preliminary FY 2025-26 School Calendar</li> </ul>	<ul style="list-style-type: none"> <li>• American Indian Education Report</li> <li>• Achievement &amp; Integration Budget</li> </ul>	
<b>Post Meeting Board Workshop</b> Mon, Feb 26, 2024							School Board Meeting Self-Assessment
<b>Board Workshop</b> Mon, Mar 11, 2024 6:00 PM							<ul style="list-style-type: none"> <li>• Mechanics of Monitoring</li> <li>• Confirm agenda for next Board Workshop</li> </ul>
<b>Board Meeting</b> Mon, Mar 25, 2024 6:00 PM		<ul style="list-style-type: none"> <li>• FY 2024-25 Capital Budget – <i>First Reading</i></li> </ul>	<ul style="list-style-type: none"> <li>• Final FY 2024-25 Budget Assumptions</li> <li>• Record of Board Self-Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Identify Topic for June Inspiring News Article</li> </ul>	<ul style="list-style-type: none"> <li>• Monthly Reports</li> <li>• Resolution to Release Probationary Teachers</li> </ul>		



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Post Meeting Board Workshop Mon, Mar 25, 2024							School Board Meeting Self-Assessment
Board Workshop Mon, Apr 8, 2024 6:00 PM							<ul style="list-style-type: none"> <li>• FY 2024-2025 Annual Work Plan Calendar Discussion</li> <li>• Discussion/Review all items in Placeholder area on “Work Plan Changes Document”</li> <li>• Workshop Skeleton Summary Discussion</li> <li>• FY 2024-2025 School Board Meeting Calendar Discussion</li> <li>• FY 2024-2025 School Board Budget Discussion</li> <li>• Discuss Policy Change Process (Timelines and Process for Monitoring and Changes in Policy)</li> <li>• New Policy Introductions</li> <li>• Inspiring News/MWM Discussion</li> </ul>

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							• Confirm agenda for next Board Workshop
<b>Board Meeting</b> Mon, Apr 22, 2024 6:00 PM		<ul style="list-style-type: none"> <li>• FY 2024-25 School Board Work Plan – <i>First Reading</i></li> <li>• FY 2024-25 School Board Budget – <i>First Reading</i></li> </ul>	<ul style="list-style-type: none"> <li>• Approval of FY 2024-25 Capital Budget</li> <li>• Approval of FY 2024-25 School Board Meeting Calendar</li> <li>• Approval –Workshop Skeleton Summary Discussion</li> <li>• <u>Closed Session:</u> Negotiation Strategy (MN Statue 13D.03,Subd.1)</li> <li>• Record of Board Self-Evaluation</li> </ul>	Approval of Inspiring News Article for June	• Monthly Reports		
<b>Post Meeting Board Workshop</b> Mon, Apr 22, 2024							School Board Meeting Self-Assessment
<b>Board Workshop Training/Retreat</b> Date/Time/Location TBD							Retreat/Training Workshop
<b>Board Workshop</b> Mon, May 13, 2024 6:00 PM							Confirm agenda for next Board Workshop

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<b>Board Meeting</b> <b>Tues, May 28, 2024*</b> <b>6:00 PM</b>  *Due to Memorial Day on Monday May 27, 2024		<ul style="list-style-type: none"> <li>•FY 2024-25 Budget – <i>First Reading</i></li> <li>•FY 2024-25 School Meal Prices - <i>DRAFT</i></li> </ul>	<ul style="list-style-type: none"> <li>• Approval of FY 2024-25 School Board Work Plan</li> <li>•Approval of FY 2024-25 School Board Budget</li> <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> <b>Tues, May 28, 2024</b>							<ul style="list-style-type: none"> <li>•School Board Meeting Self-Assessment</li> </ul>
<b>Board Workshop</b> <b>Mon, June 10, 2024</b> <b>6:00 PM</b>							<ul style="list-style-type: none"> <li>•General Fund Budget Q&amp;A</li> <li>•All Ends 1.1 – 1.6 OI's</li> <li>•CLC: Inspiring News Top Discussion – <i>1<sup>st</sup> Draft (2023-2024)</i></li> <li>•Confirm agenda for next Board Workshop</li> </ul>
<b>Board Meeting</b> <b>Mon, June 24, 2024</b> <b>6:00 PM</b>	OI's for FY 2024-25 all Ends 1.1 through 1.6		<ul style="list-style-type: none"> <li>•Approval of FY 2024-25 Adopted Budget</li> <li>•ISD 287 10-Year Facilities Maintenance Resolution</li> <li>•Record of Board Self-Evaluation</li> </ul>	Identify Topic for Inspiring News for September 2024	<ul style="list-style-type: none"> <li>• Monthly Reports</li> <li>• Approval of FY 2024-25 School Meal Prices</li> <li>• EPS 10-Year Facilities Maintenance Plan</li> <li>• Q-Comp Annual Report</li> </ul>		

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					<ul style="list-style-type: none"> <li>• Summary Update of General District Policies</li> <li>• Annual Review of District Mandated Policies</li> <li>• MSHSL Resolution for Membership</li> </ul>		
Post Meeting Board Workshop Mon, Jun 24, 2024							• School Board Meeting Self-Assessment