#### 2020-2021 ANNUAL WORK PLAN

#### **Board Meetings**

# **Board Workshops**

## **Other Meetings**

|                      | February 22, 2021  |                |                                  |                 |  |                            |  |  |  |  |  |
|----------------------|--------------------|----------------|----------------------------------|-----------------|--|----------------------------|--|--|--|--|--|
| Board Meeting or     | Policy Monitoring  | Board Decision | Work Required Board              | Board Action on | Supt Consent Agenda Items                                    | Board Education & Required | Workshop<br>Topic(s)                   |  |  |  |  |
| Board Workshop       | Ends, EL, BMD & GP | Preparation    | Action                           | Committee       | (Human Resources   | Reporting                  | i opic(s)                              |  |  |  |  |
| Type, Date and       | Monitoring         | reparation     | Action                           | Reports &       | & Business Services  |                            |  |  |  |  |  |
| Time                 | Womtoning          |                |                                  | Minutes         | Reports)   |                            |  |  |  |  |  |
| Time                 |                    |                |                                  | Williates       | перопа   |                            |  |  |  |  |  |
| *****2021****        |                    |                | • 2021 Annual                    |                 | •2021 Annual School  |                            | <u> </u>                               |  |  |  |  |
| 2021                 |                    |                | Organizational Mtg.              |                 | District Organizational                                      |                            |  |  |  |  |  |
| Annual               |                    |                | - Election of Officers           |                 | Items:   |                            |  |  |  |  |  |
| Organizational       |                    |                | - School Board                   |                 | - School District  |                            |  |  |  |  |  |
| Meeting              |                    |                | Compensation                     |                 | Newspaper  |                            |  |  |  |  |  |
| Mon, Jan 4, 2021     |                    |                | - School Board                   |                 | - School District  |                            |  |  |  |  |  |
| 6:00 PM              |                    |                | Calendar                         |                 | Depository/Financial   |                            |  |  |  |  |  |
|                      |                    |                | ●2022 Resolution for             |                 | Institutions   |                            |  |  |  |  |  |
|                      |                    |                | Combined Polling                 |                 | - Money Wire Transfers                                       |                            |  |  |  |  |  |
|                      |                    |                | Places for the                   |                 | - Early Claims Payment                                       |                            |  |  |  |  |  |
|                      |                    |                | General Elections                |                 | - School District Legal                                      |                            |  |  |  |  |  |
|                      |                    |                | • School Board                   |                 | Counsel  |                            |  |  |  |  |  |
|                      |                    |                | Meeting Calendar:                |                 | - School District  |                            |  |  |  |  |  |
|                      |                    |                | Jan 1, 2021 through              |                 | Responsible Authority  |                            |  |  |  |  |  |
|                      |                    |                | Jun 30, 2021                     |                 | - Deputy Clerk & Deputy                                      |                            |  |  |  |  |  |
|                      |                    |                | <ul><li>Appointment of</li></ul> |                 | Treasurer  |                            |  |  |  |  |  |
|                      |                    |                | Intermediate                     |                 | - Facsimile Signature  |                            |  |  |  |  |  |
|                      |                    |                | District 287                     |                 | Authorization  |                            |  |  |  |  |  |
|                      |                    |                | Representative                   |                 | <ul> <li>Authorization to Sign</li> <li>Contracts</li> </ul> |                            |  |  |  |  |  |
|                      |                    |                |                                  |                 | - Local Education  |                            |  |  |  |  |  |
|                      |                    |                |                                  |                 | Agency (LEA)   |                            |  |  |  |  |  |
|                      |                    |                |                                  |                 | Representative   |                            |  |  |  |  |  |
|                      |                    |                |                                  |                 | - MDE Designation of   |                            |  |  |  |  |  |
|                      |                    |                |                                  |                 | Identified Official with                                     |                            |  |  |  |  |  |
|                      |                    |                |                                  |                 | Authority (IoWA)   |                            |  |  |  |  |  |
|                      |                    |                |                                  |                 | - Seek Bids  |                            |  |  |  |  |  |
| Board Workshop       |                    |                |                                  |                 |  |                            | • 2021 Committees                      |  |  |  |  |
| Mon, Jan 4, 2021     |                    |                |                                  |                 |  |                            | & Outside                              |  |  |  |  |
| 6:30 PM              |                    |                |                                  |                 |  |                            | Organization                           |  |  |  |  |
| Convene              |                    |                |                                  |                 |  |                            | Discussion                             |  |  |  |  |
| (5-10 minutes)       |                    |                |                                  |                 |  |                            | <ul> <li>CLC: Senior Center</li> </ul> |  |  |  |  |
| following the Annual |                    |                |                                  |                 |  |                            | Talking Points,                        |  |  |  |  |
| Organizational       |                    |                |                                  |                 |  |                            | Agenda &                               |  |  |  |  |
| Meeting              |                    |                |                                  |                 |  |                            |  |  |  |  |  |

#### **2020-2021 ANNUAL WORK PLAN**

# **Board Meetings**

**Board Workshops** 

**Other Meetings** 

|  |   | Board W   | Vork                                     | , 2021   | Supt Consent   | <b>Board Education</b>  | Workshop  |
|--|---|---|--|--|--|-------------------------|---|
| Board Meeting or<br>Board Workshop<br>Type, Date and<br>Time | Policy Monitoring<br>Ends, EL, BMD & GP<br>Monitoring | Decision<br>Preparation   | Required Board<br>Action                 | Board Action on<br>Committee<br>Reports &<br>Minutes | Agenda Items (Human Resources & Business Services Reports) | & Required<br>Reporting | Topic(s)  |
| Board Meeting  |   | School Calendar   | • FY 2020-21 Mid-Year<br>Budget Approval | •2021 School Board<br>Committee &                    | • Monthly Reports • FY 2021-22 Bus                         |                         | Attendance Discussion  Budget: 5-Year Financial Forecast Levy's & Schedule School Wide Enrichment Model (SEM) –1, (Move from the February 2021 Workshop) Engagement Strategies Confirm agenda for next Board Workshop |
| Mon, Jan 25, 2021<br>6:00 PM                                 |   | (Draft) •FY 2022-23 Preliminary School Calendar (Draft) •FY 2021-22 Budget Timelines – First Reading •FY 2021-22 Budget Assumptions – First Reading | •Record of Board Self-<br>Evaluation     | Outside<br>Organization<br>Assignments               | Purchase (moved to<br>10/26/20)                            |                         |   |
| Post Meeting<br>Board Workshop<br>Mon, Jan 25, 2021          |   |   |  |  |  |                         | •School Board<br>Meeting Self-<br>Assessment  |

#### **2020-2021 ANNUAL WORK PLAN**

# **Board Meetings**

# **Board Workshops**

# **Other Meetings**

|  | February 22, 2021  Board Work  Supt Consent  Board Education  Workshop |                         |                                      |  |   |                         |   |  |  |  |
|--|--|-------------------------|--------------------------------------|--|---|-------------------------|---|--|--|--|
|  |  | Supt Consent            | Board Education                      | Workshop   |   |                         |   |  |  |  |
| Board Meeting or<br>Board Workshop<br>Type, Date and<br>Time | Policy Monitoring<br>Ends, EL, BMD & GP<br>Monitoring                  | Decision<br>Preparation | Required Board<br>Action             | Board Action on<br>Committee<br>Reports &<br>Minutes | Agenda Items (Human Resources & Business Services Reports)  | & Required<br>Reporting | Topic(s)  |  |  |  |
| Board Workshop<br>Mon, Feb 8, 2021<br>6:00 PM                |  |                         |                                      |  |   |                         | •Finance 101 •Transportation: Funding & Options •School Wide Enrichment Model (SEM)—1 (Move to January 2021 Workshop) •Walk through School Board Agenda •Confirm agenda for next Board Workshop |  |  |  |
| Board Meeting<br>Mon, Feb 22, 2021<br>6:00 PM                |  |                         | •Record of Board Self-<br>Evaluation |  | <ul> <li>Monthly Reports</li> <li>Approval of FY 2021-22<br/>School Calendar</li> <li>Approval of Preliminary<br/>FY 2022-23 School<br/>Calendar – Moved to<br/>April 26, 2021</li> </ul> | ●Ends 1.1.2             |   |  |  |  |
| Post Meeting<br>Board Workshop<br>Mon, Feb 22, 2021          |  |                         |                                      |  |   |                         | School Board     Meeting Self-     Assessment   |  |  |  |
| Board Workshop<br>Mon, Mar 8, 2021<br>6:00 PM                |  |                         |                                      |  |   |                         | •Communications •Define Policy under Policy Governance: Ends, EL's, GP's and BMD's  |  |  |  |

#### **2020-2021 ANNUAL WORK PLAN**

#### **Board Meetings**

**Board Workshops** 

**Other Meetings** 

| February 22, 2021  |   |   |  |  |  |                                |  |  |
|--|---|---|--|--|--|--------------------------------|--|--|
| Board Meeting or<br>Board Workshop<br>Type, Date and<br>Time |   | Board V   |  |  | Supt Consent   | <b>Board Education</b>         | Workshop   |  |
|  | Policy Monitoring<br>Ends, EL, BMD & GP<br>Monitoring | Decision<br>Preparation   | Required Board<br>Action   | Board Action on<br>Committee<br>Reports &<br>Minutes | Agenda Items (Human Resources & Business Services Reports) | & Required<br>Reporting        | Topic(s)   |  |
|  |   |   |  |  |  |                                | Policy Workshop:     Discuss Potential     Policy Changes     Confirm agenda for     next Board     Workshop   |  |
| Board Meeting<br>Mon, Mar 22, 2021<br>6:00 PM                | •Re-monitor GP 4.5 for<br>FY 2020-21                  | • FY 2021-22 Capital<br>Budget – First<br>Reading<br>• FY 2021-22 Capital<br>Outlay | Resolution to Release     Probationary     Teachers     Final FY 2021-22     Budget Assumptions     Record of Board Self- Evaluation |  | Monthly Reports  | • Designing<br>Pathways Update |  |  |
| Post Meeting<br>Board Workshop<br>Mon, Mar 22, 2021          |   |   |  |  |  |                                | School Board     Meeting Self-     Assessment  |  |
| Board Workshop<br>Mon, Apr 12, 2021<br>6:00 PM               |   |   |  |  |  |                                | • Agenda Items: Sample Agenda & Discussion of Agenda Elements • Source of Agenda Items: Board Request for Information; Superintendent Information; Agenda Timeline |  |

#### **2020-2021 ANNUAL WORK PLAN**

# Board Meetings Board Workshops Other Meetings

| February 22, 2021  |   |  |  |  |  |  |  |  |  |  |
|--|---|--|--|--|--|--|--|--|--|--|
| Board Meeting or<br>Board Workshop<br>Type, Date and<br>Time | Policy Monitoring<br>Ends, EL, BMD & GP<br>Monitoring | Board W<br>Decision<br>Preparation   | /ork<br>Required Board<br>Action   | Board Action on<br>Committee<br>Reports &<br>Minutes | Supt Consent Agenda Items (Human Resources & Business Services Reports)  | Board Education<br>& Required<br>Reporting | Workshop<br>Topic(s)   |  |  |  |
|  |   |  |  |  |  |  | FY 2021-2022 Annual Work Plan Calendar Discussion  Discussion/Review all items in Placeholder area on "Work Plan Changes Document"  FY 2021-2022 School Board Meeting Calendar Discussion  FY 2021-2022 School Board Budget Discussion  Mechanics of Monitoring  Choice for Each: School Wide Enrichment Model (SEM)  Confirm agenda for next Board Workshop |  |  |  |
| Board Meeting<br>Mon, Apr 26, 2021<br>6:00 PM                |   | <ul> <li>FY 2021-22 School<br/>Board Work Plan –<br/>First Reading</li> <li>Closed Session:<br/>Negotiation Strategy<br/>(MN Statue 13D.03,<br/>Subd.1)</li> </ul> | ●Approval of FY 2021-22 Capital Budget ●Approval of FY 2021-22 School Board Meeting Calendar |  | Monthly Reports     ALC Fiscal Agent     Agreement with     District 287 |  |  |  |  |  |

#### **2020-2021 ANNUAL WORK PLAN**

# **Board Meetings**

# **Board Workshops**

### **Other Meetings**

|  | February 22, 2021  Board Work  Supt Consent Board Education Workshop |   |  |  |   |                         |   |  |  |  |
|--|--|---|--|--|---|-------------------------|---|--|--|--|
|  |  | Supt Consent  | <b>Board Education</b>   | Workshop   |   |                         |   |  |  |  |
| Board Meeting or<br>Board Workshop<br>Type, Date and<br>Time | Policy Monitoring<br>Ends, EL, BMD & GP<br>Monitoring                | Decision<br>Preparation   | Required Board<br>Action   | Board Action on<br>Committee<br>Reports &<br>Minutes | Agenda Items (Human Resources & Business Services Reports)  | & Required<br>Reporting | Topic(s)  |  |  |  |
|  |  | • FY 2021-22 School<br>Board Budget – First<br>Reading              | •Record of Board Self-<br>Evaluation   |  |   |                         |   |  |  |  |
|  |  | • FY 2022-2023<br>Preliminary School<br>Calendar – First<br>Reading |  |  |   |                         |   |  |  |  |
| Post Meeting<br>Board Workshop<br>Mon, Apr 26, 2021          |  |   |  |  |   |                         | School Board     Meeting Self-     Assessment   |  |  |  |
| Board Workshop<br>Mon, May 10, 2021<br>6:00 PM               |  |   |  |  |   |                         | Strategic Plan Community Ed Y-T-D Update and Plan Update Confirm agenda for next Board Workshop |  |  |  |
| Board Meeting<br>Mon, May 24, 2021<br>6:00 PM                |  | • FY 2021-22 Budget –<br>First Reading                              | •Approval of FY 2021-<br>22 School Board<br>Work Plan<br>•Approval of FY 2021-<br>22 School Board<br>Budget<br>•FY 2022-23<br>Preliminary School<br>Calendar |  | <ul> <li>Monthly Reports</li> <li>MSHSL Resolution for<br/>Membership</li> <li>Approval of FY 2021-22<br/>School Meal Prices</li> </ul> |                         |   |  |  |  |

#### **2020-2021 ANNUAL WORK PLAN**

#### **Board Meetings**

## **Board Workshops**

## **Other Meetings**

|  |   | Board \                 | Nork  |  | Supt Consent   | Board Education<br>& Required<br>Reporting | Workshop<br>Topic(s)   |
|--|---|-------------------------|---|--|--|--|--|
| Board Meeting or<br>Board Workshop<br>Type, Date and<br>Time | Policy Monitoring<br>Ends, EL, BMD & GP<br>Monitoring | Decision<br>Preparation | Required Board<br>Action  | Board Action on<br>Committee<br>Reports &<br>Minutes | Agenda Items (Human Resources & Business Services Reports)   |  |  |
|  |   |                         | •Record of Board Self-<br>Evaluation  |  |  |  |  |
| Post Meeting<br>Board Workshop<br>Mon, May 24, 2021          |   |                         |   |  |  |  | School Board     Meeting Self-     Assessment  |
| Board Workshop<br>Mon, June 14, 2021<br>6:00 PM              |   |                         |   |  |  |  | General Fund Budget Q&A  Ends 1.1, 1.2. 1.3 OI  Confirm agenda for next Board Workshop |
| Board Meeting<br>Mon, June 28, 2021<br>6:00 PM               | ●Ends 1.1, 1.2, 1.3 OI                                |                         | Approval of FY 2021-<br>22 Adopted Budget     ISD 287 10-Year<br>Facilities     Maintenance     Resolution      Record of Board Self-<br>Evaluation |  | Monthly Reports EPS 10-Year Facilities Maintenance Plan Q-Comp Annual Report Annual Review of District Mandated Policies Approval of Updated District Policies |  |  |
| Post Meeting<br>Board Workshop<br>Mon, Jun 28, 2021          |   |                         |   |  |  |  | • School Board<br>Meeting Self-<br>Assessment  |

# **2020-2021 ANNUAL WORK PLAN**

| Board Meetings  |
|-----------------|
| Board Workshops |
| Other Meetings  |
|                 |

|                         |                    | Supt Consent | <b>Board Education</b> | Workshop        |                     |            |          |
|-------------------------|--------------------|--------------|------------------------|-----------------|---------------------|------------|----------|
| <b>Board Meeting or</b> | Policy Monitoring  | Decision     | Required Board         | Board Action on | Agenda Items        | & Required | Topic(s) |
| Board Workshop          | Ends, EL, BMD & GP | Preparation  | Action                 | Committee       | (Human Resources    | Reporting  |          |
| Type, Date and          | Monitoring         |              |                        | Reports &       | & Business Services |            |          |
| Time                    |                    |              |                        | Minutes         | Reports)            |            |          |