

Work Session

Monday, December 4, 2023 5:00 PM

ECC 338 and 350, 5701 Normandale Road, Edina, MN 55424

I. Determination of Quorum and Call to Order

II. Approval of Agenda



DEFINING EXCELLENCE

**School Board Work Session
Monday, December 4, 2023; 5:00 PM
ECC Room 350 and 338**

- I. Determination of Quorum and Call to Order**
- II. Approval of Agenda**
- III. Discussion**
 - A. Board Liaison, Committee and Leadership Roles
Description: Discussion of board liaison, committee and leadership roles for the 2024 calendar year.
Presenter(s): Chair Allenburg, Edina School Board
- IV. Closed Session**
 - A. Attorney-Client Privilege. Closed Session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation that has been threatened against the District. The School Board seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for responding to such claims.
 - B. Employee Negotiations. Pursuant to Minnesota Statutes section 13D.03, the Board is authorized to vote to move into closed session to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25. The Board will vote to move into closed session to discuss labor negotiations and strategy for the District's negotiations with the following bargaining units: teachers.
 - C. Superintendent Mid-Year Review. Overview of progress toward goals.
- V. Leadership and Committee Updates**
- VI. Superintendent Updates**
- VII. Adjournment**

III. Discussion

III.A. Board Liaison, Committee and Leadership
Roles



Board Meeting Date: 12/4/2023

Title: Board Liaison, Committee and Leadership Roles

Type: Discussion

Presenter(s): Chair Allenburg, Edina School Board

Description: Discussion of board liaison, committee and leadership roles for the 2024 calendar year.

Background Information: At the board's annual organizational meeting in January, the board votes on leadership roles, committee assignments and any shifts in liaison assignments for the upcoming calendar year. This agenda item is for the purposes of discussing these items in preparation for that meeting.

Recommendation: The board discusses and agrees on recommendations for board liaison, committee and leadership roles for the 2024 calendar year. These recommendations will be voted on at the board's annual January organizational meeting.

Desired Outcomes from the Board: See recommendation.

Attachment(s): 2023-2024 Board Roles, Cmtes, Liaisons & Reps.xlsx: Roles and Committees, Liaisons and Reps, PLC/Communications Calendar

Proposed Updates - Board Liaison Roles

Background Information

At the Board's March 28th work session, the board agreed upon the following goals and intended outcomes for gathering stakeholder voice at the board level (see Appendix A).

Proposed Goal

Stakeholder voice is an important tenet of the Edina School Board's governance work. In order to ensure all stakeholders have the opportunity to participate and influence educational decisions in the district, the Board seeks out and promotes multiple pathways for active listening, learning and understanding stakeholder input for better governance decision-making.

Intended Outcomes

- Stakeholders know how to engage with the board and where their feedback will be utilized (clarity around engagement and purpose with stakeholder feedback).
- Stakeholder feedback helps the board make decisions that support our mission, vision and strategic plan.
- A diversification of opportunities/pathways the board utilizes to gather stakeholder voices.
- Ensure gathering of voice opportunities reflect the diversity of our student, teacher and community body.
- Student, educator and community voice is gathered at a governance level and for governance purposes.
- Stakeholders feel better engaged in decision-making processes (at a governance level).

At the April 25th work session, the board identified four priorities to guide the improvements around the board liaison work and meeting the board's goals. They are the following:

1. Capacity - scale back
2. Equity & Access - increase access with more diverse groups
3. Standardize communication to collect and disseminate information
4. Explore pushing board meetings (work sessions) out to school sites

In order to meet the above stakeholder goals, intended outcomes and priorities, the following recommendations are being proposed by the governance committee to realign the board liaison positions.

Process Recommendation

To best meet goals, manage implementation and expectations and allow for thoughtful restructuring, we are recommending a two-year phase-in approach that 1) develops strong and impactful infrastructure of this work that honors the priorities identified by the board and 2) meets intended outcomes (see Appendix A: *intended outcomes*).

Year 1 (2023-2024): Implement Change to Current Work with focus on Stakeholder Voice

- Board feedback drives adjustments to liaison roles, responsibilities and expectations
- Build a strong communication base (logistics) for information sharing from the Board
- Board works with district communication to implement communication plan (changes to liaison roles + ongoing Board communication as identified)
- Review Policy 213 – School Board Committees and Policy 216 – School Board Representation for any suggested changes

Year 2: (2024-2025) Evaluate + Adjust

- Board evaluates success of changes and determines which to implement and where to make additional changes

Year One Recommendations

This set of recommendations is being proposed to meet improvements around capacity, while still meeting our intended outcomes and goals.

Recommendation One: *Restructure school/site liaisons to create board member capacity and better leverage the PLC. A written report will be created for all sites not having a board member visit in person to continue continuity of board update.*

- All board members assigned to school sites serve as representative throughout year cultivating relationships with PTO leads to manage ongoing issues, feedback and concerns
- Two board members are assigned to elementary schools and would have a board representative at their PTO meeting every third month.
 - *Elementary Liaison One:* Cornelia, Highland, Normandale
 - *Elementary Liaison Two:* Concord, Countryside, Creek Valley
- One board member will be assigned to the middle schools and will attend PTO meetings every other month.
- One board member will be assigned to the high school and attend PTO meetings every other month

- One board member will be assigned to the early learning center and attend PTO meetings every other month

Benefits:

- This proposed structure reduces board member site level commitment from 189-243 hours annually to 81-107 annually.
- Each school would still have a dedicated board liaison; would still get monthly updates and board members would still be available for urgent situations and questions.
- PTO presidents would get monthly updates via PLC and can funnel information to PTOs.

Recommendation Two: Move from having one dedicated PLC liaison to having a different board member attend PLC each month. (See spreadsheet for calendar).

Benefits:

- Redistributes time commitment of PLC across all board members.
- Gives more exposure for PLC members to each board member and vice versa.
- Allows each board member to engage and hear feedback directly from this leadership team.

Recommendation Three: Transition from having a board member attend each Edina Education Fund meeting to attending twice annually presenting structured board information about the work of the school board (board goals, strategic planning, opportunities for receiving stakeholder feedback, etc). Both the Edina Education Fund and Edina Give and Go will be invited to present their strategy and goals for each school year at a fall board meeting.

Benefits:

- This proposed structure reduces board member site level commitment from 18-27 hours annually to 2-3 annually.
- Elevates the role to a strategic governance level.
- Provides strategic updates for Ed Fund to help drive fundraising efforts.
- Board member remains available as a point person for ongoing questions or issues.

Recommendation Four: Insurance Liaison is dissolved and integrated into the finance committee; school-city liaison is dissolved and integrated into the governance committee; MSHSL is dissolved.

Benefits:

- Alignment of liaison functionality with the committee the role is aligned with.
- Does not require extra meetings and streamlines processes.
- Spreads work amongst all committee members.

This set of recommendations are being presented to meet the goal of equity and access while still honoring our goals and intended outcomes.

Recommendation One: *Add a liaison for cultural affinity groups and other identified groups. This liaison will work with our cultural liaisons and potential other identified groups. Liaison develops plan as to how to most effectively bring a broader stakeholder voice to the board and presents plan to board when prepared.*

Expectations:

- This role is exploratory for a year
- Work with cultural liaisons to identify at least one meeting per year with each affinity group
- Update the board on a quarterly basis as to feedback and progress being made.
- With administration, assess current work already done by the district.
- Bring proposal to board after the end of the 2023-2024 school year with recommendations.

Recommendation Two: *Add a liaison for student voice.*

Expectations:

- This role is exploratory for a year
- Be the SAAC representatives
- Be a board representative on the LAC
- Seek out additional opportunities to garner student voice, e.g. student council, student senate, Somali student group, Black student union, etc.
- With administration, assess current work already done by the district.
- Bring proposal to the board after the end of the 2023-2024 school year with any recommendations to elevate student voice to the board level.

Recommendation Three: *Create clarifications and additional pathways for educator voice.*

Suggested Clarifications and Additions:

- See other document

This recommendation is being presented to meet the goal of exploring work sessions and school sites while still honoring our goals and intended outcomes.

Recommendation One: *Explore having some board work sessions at school sites and explore the potential of having a 30-minute open listening session prior to the work session.*

This set of recommendations is being presented to meet the goal of standardizing communication to collect and disseminate information while still honoring our goals and intended outcomes.

Recommendation One: *Board works with district communication to implement communication plan (changes to liaison roles + ongoing Board communication as identified).*

Recommendation Two: *Set minimum expectation that all liaisons report to the rest of the board, community and governance level issues on a quarterly basis AND for any relevant topics.*

Recommendation Three: *Have a follow-up work session to more clearly define liaison role and communications expectations.*

Please see appended spreadsheet for updated proposed roles document.

Next Steps

- May 23 work session: Solicit board feedback
- June 12 work session: Bring proposed new liaison roles to board for discussion
- July regular board meeting: Bring new liaison position document to board for approval
- July work session: Discuss board members in roles; discuss communications in more specifics
- August regular meeting: Approve board members in new roles
- August: Communicate to new structure stakeholders.

Appendix A: Key Definitions

Governance: As the elected governing body of Edina Public Schools, the School Board is responsible to:

- Employ and evaluate the Superintendent, the chief executive officer who oversees and manages all operations of the School District.
- Establish policy. The superintendent directs administration in the implementation of policy and supervision of school operations.
- Review and approve the annual budget, and ensure that proper facilities and equipment are available to support teaching and learning in Edina Public Schools.
- Partner with the superintendent to establish and promote the strategic plan.
- Ratify employee contracts.
- Monitor progress toward school district goals and compliance with school board policies and state and federal laws.
- Advocate for students with lawmakers.

Advocacy: Public support for or recommendation of a particular cause or policy.

Administration: Under the leadership of the Superintendent, the administration of the district is responsible for the management of the schools and the implementation and management of the school district's educational programs, as well as the administration of all district policies. The superintendent is directly accountable to the school board.

Stakeholders: Stakeholders are those individuals who have a stake in the school, its day-to-day operations and strategic direction.

For the purposes of this board exercise, our key stakeholders will be defined as:

- EPS students
- Families (parents/guardians)
- EPS staff (Instructional and Non-instructional)
- Principals and other administrators
- Edina community residents
- Board members
- City, county, state and federal partners (government and non-government, e.g. Edina Give and Go, State Representatives, Edina City Hall)

Student Voice: Student voice is defined as the ways in which each and every student has opportunities to participate in and/or influence the education decisions that will shape their lives and the lives of peers. (1)

Educator Voice: Educator voice is defined as the ways in which all educators have opportunities to participate in and/or influence the education decisions that will shape their lives and the lives of peers.

Community Voice: Community voice is defined as the ways in which all stakeholders -other than students and educators including parents, guardians and other key community partners - have opportunity to participate in and/or influence the education decisions that will shape the lives of the students, educators, administrators and other employees in the school district.

Proposed Goal

Stakeholder voice is an important tenet of the Edina School Board's governance work. In order to ensure all stakeholders have the opportunity to participate and influence educational decisions in the district, the Board seeks out and promotes multiple pathways for active listening, learning and understanding stakeholder input for better governance decision-making.

Intended Outcomes

- Stakeholders know how to engage with the board and where their feedback will be utilized (clarity around engagement and purpose with stakeholder feedback).
- Stakeholder feedback helps the board make decisions that support our mission, vision and strategic plan.
- A diversification of opportunities/pathways the board utilizes to gather stakeholder voices.
- Ensure gathering of voice opportunities reflect the diversity of our student, teacher and community body.
- Student, educator and community voice is gathered at a governance level and for governance purposes.
- Stakeholders feel better engaged in decision-making processes (at a governance level).

ROLES	Term Renewed	FUNCTION	Effective Jan 2023	Proposed Jan 2024
Chair	January	Presides @ all board mtgs; countersigns allowable RFPs; district rep in all actions; performs all duties chair usually performs	Allenburg	
Vice Chair	January	Performs duties of chair in event of their temporary absence	Greene	
Treasurer	January	Deposits funds in official depository; makes all reports called for by board; performs all duties treasurer usually performs	Shaw	
Asst. Treasurer	January	Assists treasurer	Birdman	
Clerk	January	Keeps record of all mtgs	Gabler	
Asst. Clerk	January	Assists clerk	Arom	
Asst. Clerk	January	Assists clerk	Neville	
COMMITTEES		Advisory only	Effective Jan 2023	Proposed Jan 2024
Finance/Facilities	January	Asterisk indicates chair.	Shaw* Birdman Arom	Birdman* Huwe Mann
Governance	January	Asterisk indicates chair.	Allenburg* Greene Birdman	Allenburg* Arom Gabler
Policy	January	Asterisk indicates chair.	Neville* Gabler Greene	Gabler* Birdman Huwe
T&L	January	Asterisk indicates chair.	Gabler* Allenburg Neville	Allenburg* Barry Mann
LAC	January	Asterisk indicates chair.	Greene* Arom Shaw	Arom* Barry

	2023-2024 School Year Proposal	Current 2023-2024 Board Assignment	Proposed 2023-2024 Board Assignment
ASSOCIATIONS			
AMSD	One board member attends AMSD meetings monthly and ongoing representation	Julie Greene	Dan Arom
MSBA	One board member attends MSBA meetings monthly and ongoing representation	Dan Arom	
GROUPS			
Ed Fund	One board member attends Ed Fund meeting (twice yearly), ongoing representation as needed	Karen Gabler	Karen Gabler
Talent Development Advisory Cmte	One board member attends the Talent Development Advisory Committee meetings, as scheduled and ongoing representation	Regina Neville	
Student Voice Liaison	One board member assigned	Janie Shaw	
Cultural Liaison Representative	One board member assigned	Erica Allenburg	Erica Allenburg
SEAC - Special Services Advisory Cmte and Mental Health & Wellness	One board member attends SEAC meetings, monthly, and ongoing representation	Michael Birdman / Dan Arom	
World's Best Workforce	Two board members attend meetings	Karen Gabler and Julie Greene	Karen Gabler and OPEN
Meet and Confer			
	Board chair and Vice Chair	Erica Allenburg and Julie Greene	Erica Allenburg and VICE CHAIR
Community Ed Services Advisory	One board member assigned	Erica Allenburg	
City Council	2-3 board members assigned	Erica Allenburg, Janie Shaw and Michael Birdman	Erica Allenburg and Michael Birdman
SCHOOL SITES			
Proposed			
ELC/ECSE	Board member attends every other month; site to receive monthly written board summary, and ongoing representation as needed	Karen Gabler	Karen Gabler
Elementary Site Liaison 1: Concord, Countryside, Creek Valley	One board member rotates attendance at Concord, Countryside, Creek Valley monthly PTO meetings, and ongoing representation as needed	Dan Arom	Dan Arom
Elementary Site Liaison 2: Cornelia, Highlands, Normandale	One board member rotates attendance at Cornelia, Highlands, Normandale monthly PTO meetings, and ongoing representation as needed	Regina Neville	
Middle School Liaison	Board members attend bi-monthly; site to receive monthly written board summary, and ongoing representation as needed.	Janie Shaw	
EHS	Board members attend bi-monthly; site to receive monthly written board summary, and ongoing representation as needed.	Michael Birdman	Michael Birdman

***ISD 287 has been removed from this chart because it is more than a liaison role, it is a paid full board position that needs to be renewed annually in January.
* 2023 BrightWorks rep is Karen Gabler, 3 year term

<i>Board Calendar for PLC Attendance</i>				
September	Greene			
October	Shaw			
November	Neville			
December	Gabler			
January	Allenburg			
February	Arom			
March	Birdman			
April	Barry			
May	Huwe			

Outline for Board Updates from Liaisons

This outline is considered a minimum expectation but updates can be brought at anytime.

August				
September	SEAC update			
October	Secondary sites update			
November	Elementary sites update, AMSD update			
December	ELC/ECSE update, MSBA update			
January	Community Ed Services Update, Talent Dev. update			
February	Secondary sites update, student voice liaison update, cultural liaison update			
March	Elementary sites update, AMSD update			
April	ELC/ECSE update, MSBA update			
May	Community Ed Services update, Talent Dev. update			
June	SEAC update			
July				

IV. Closed Session

IV.A. Attorney-Client Privilege. Closed Session pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation that has been threatened against the District. The School Board seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for responding to such claims.

IV.B. Employee Negotiations. Pursuant to Minnesota Statutes section 13D.03, the Board is authorized to vote to move into closed session to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25. The Board will vote to move into closed session to discuss labor negotiations and strategy for the District's negotiations with the following bargaining units: teachers.

IV.C. Superintendent Mid-Year Review



Board Meeting Date: December 4, 2023

Title: 2023-2024 Superintendent Mid-Year Review

Type: Discussion

Presenter(s): Dr. Stacie Stanley, Superintendent

Description: Attached are 2023-2024 Superintendent goals and mid-year progress updates.

Recommendation: Accept overview of progress toward goals.

Desired Outcomes from the Board: Review thoroughly ahead of time and prepare comments and questions.

Attachments: Superintendent 2023-2024 Goals with mid year progress updates.

**Superintendent Stacie Stanley
2023-2024 Goals**

FORM ONE (1) : ESTABLISH GOALS AND STANDARDS

<p>Goal 1: Provide leadership to improve and enhance student learning in Edina Public Schools.</p>	<p>Evidence of Performance 1: Superintendent will work with EPS administration to enhance continuous school improvement plan</p> <ul style="list-style-type: none">- August 2023, continue with leadership efforts to ensure strong inculcation of change management models throughout the EPS organization. Led efforts for the 3 day leadership advance training in August 2023. All school and department leaders along with T & L TOSAs and EME president participated in the training.- By mid-September, establish a plan for executive coaching on I-R-O-D for Cabinet and the new secondary principal team to support successful transition at the 6-12 level. Several executive coaching sessions were provided throughout the fall. Coaching sessions will continue in the winter and spring.- Frequent 1:1's with each secondary school principal and school visits to provide coaching support and ensure a strong onboarding into the EPS system. Frequently meet with secondary principals to provide coaching support on various aspects of their work. Provided lead consult during situations around safety and security. Met with each principal about continuous school improvement (C-SIP) planning efforts.- Frequent check-ins with Assistant Superintendent to monitor implementation of Continuous School Improvement Plans, & meet with lead principals on a quarterly basis. Monthly check-in with assistant superintendent to status updates from his monthly check-ins with principals.- October 2023 & February 2024, updates to the board on Continuous School Improvement processes. On 10.16.23, Principal Paul Domer and Assistant Superintendent Randy Smasal provided an update on C-SIP efforts. See link to presentation here.- January 2024, provide the school board with an update on ML program delivery and student learning. <p>Evidence of Performance 2: Superintendent will ensure benchmarks of the CLP are implemented in alignment with the strategic plan Gantt chart.</p> <ul style="list-style-type: none">- August 2023 recommendation provided to the school board for strategic plan updates. Framework for CLP Secondary programming presented to and approved by the board on 8.14.23. See link to presentation here.- In September 2023, the school board will receive a recommendation for Data Metrics Plan Two Year Goals, which were developed from baseline performance data collected during the 222-2023 school year. Report to the school board provided on 9.11.23. See link to data metrics plan 2 year goals.- In October 2023, the data metrics performance report will be presented to the school board. Performance report presented to school board. See link to the data metrics plan report here.

- Monitor mystery science of reading implementation efforts during monthly DILT meetings. [Monthly DILT meetings were held in September, October and November.](#) Have also observed mystery science lessons in 3rd grade classrooms in two schools.
- Secondary ELA Course recommendations finalized [Secondary course recommendations were presented to the school board on 11.28.23.](#) [Please see the link to recommendations here.](#)
- During the spring of 2024, the superintendent will continue to engage a variety of stakeholders to garner feedback about strategic plan implementation efforts

Evidence of Performance 3: Superintendent will monitor the launch of SDL pathway & STEAM program development

Monitor implementation during monthly 1:1's and cabinet meetings.

- Frequent 1:1's with the Director of Achievement Equity & MLL programming to monitor development of SDL program model. [Met with the director of achievement equity & MLL programming monthly to garner status updates on progress with the SDL program.](#) Update on SDL program provided on 11.13.23. [See the link to update here.](#)
- October 2023 Business Partnership Update [Update provided to the school board on 10.24.23.](#) Dr. Anne Marie Leland along with student, teacher and business leaders from the CTE advisory program provided an update on our partnership efforts. [See the link to the board report here.](#)
- November 2023 - school board will receive SDL program report. [Update on SDL program provided on 11.13.23.](#) [See the link to update here.](#)
- November 2023 - Implementation progress report on STEAM programming [Update provided to the school board on 11.13.23.](#) Jody De St Hubert, Dr. Randy Smasal and a set of teacher leaders provide a report to the school board on STEAM program development. [See the link to the board report here.](#)

Standard 6.a-e and Strategic Priorities A.1-5; D.1, D.2, D.4, E.4

Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)
Ensures school improvement plans are in place at all buildings and align with school district-wide goals; assures plans and strategies are in place and used for implementing improvement efforts and monitoring progress; demonstrates knowledge and	Ensures school improvement plans are in place at all buildings and align with school district-wide goals; demonstrates knowledge with current instructional programs and is able to discuss them; student achievement metrics are reported.	School improvement plans are in place at building level, but lack district-wide coordination; is somewhat knowledgeable of current instructional practices; relies on others for information/data.	School improvement efforts are limited; no comprehensive plan in place; is uninvolved in current instructional programs; is unaware of current instructional issues.

<p>comfort with current instructional programs and seeks to communicate how the school district is implementing best practices and new initiatives; prioritizes and focuses on increasing student achievement, including reporting on student achievement metrics.</p>			
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FORM ONE (1) : ESTABLISH GOALS AND STANDARDS

<p>Goal 2: Provides oversight of leadership for student and staff support to improve and enhance district culture and climate</p>	<p>Evidence of Performance 1: Superintendent will work with cabinet and community partners to review, update and enhance school safety and security efforts.</p> <ul style="list-style-type: none"> - Provide direction for the development of a comprehensive project plan that includes a timeline for the review, update and enhancement of school safety and security efforts. Assigned to director of digital media and technology services as the project lead and oversight of the safety and security plan. Comprehensive plan report was provided by Natasha Monsaas-Daly on 8.14.23 during a regular and closed session. See public report linked here. In addition, EPS community meeting was facilitated with a panel that included the superintendent, the mayor, city manager, EPD chief, EFD chief, director of digital media and technology services, director of marketing and communication, and director of student support services. See the presentation linked here. - Provide direction for training using a common well vetted program that will include all executive, senior, middle management and those who report directly to each of them. On August 3, 2023, all executive, senior, and middle management employees were trained in the I Love U Guys crisis management plan. - Provide direction for a plan to conduct a reunification exercise in 2024. Consulting with the director of digital media and technology services as she develops the plan for reunification exercise. I debriefed - Provide direction in the review, update and enhancement of board policy. Board Policy 806 was updated in June/July reviewed by policy committee members in June/July and approved in August 2023. See link to approved policy here. - Continue to build strong partnerships with EPD and EFD through partnership meetings and exercises. EPD and EFD chiefs and staff attended the I Love U Guys training in August with EPS district leaders. In addition, the superintendent partnered with EPD on critical situations that have arisen this fall. EPD chief and superintendent held a joint press

[conference for one of those critical incidents.](#)

- August 2023 report to School board of comprehensive overview of safety and security efforts of both public and confidential elements of plan. [Comprehensive plan report was provided by Natasha Monsaas-Daly on 8.14.23 during a regular and closed session. See public report linked here.](#)
- Monitor change management efforts as the Raptor system is onboarded in school buildings. [Held several meetings with the director of digital media and technology services to receive updates on the implementation process. Transition to the use of the Raptor system has been seamless. Very appreciative of the efforts of school principals and front office staff.](#)

Evidence of Performance 2: Superintendent will provide direction, coaching and consult to administrator project managers in the execution and monitoring of social emotional support for students and staff.

- Staff culture & climate goals are established and monitored throughout the school year. [Reviewed all continuous school improvement plans, and met with all lead principals and assistant superintendent in Sept/Oct to go over goals, key indicators of progress \(KIPs\) and metrics.](#)
- Secure keynote speaker - Ross Wehner to provide a keynote address on purpose and launch an understanding of purpose as it relates to staff wellness. [Worked with the director of community education and strategic partnerships who also oversees the district employee wellness committee to secure Ross Wehner as a keynote. Keynote was delivered at kickoff and key elements of the purpose model are being used as part of the wellness committee efforts.](#)
- Monitor Employee Wellness Committee efforts as they work to extend understanding and study of purpose to support staff wellness. [Monthly meetings with the director of community education and strategic partnerships to receive status updates and monitor work of the wellness committee.](#)
- Monitor Secondary advisory efforts to ensure we are learning environments that foster a sense of belonging. [Attended advisory sessions at each middle and high school. Facilitated a legislative tour that included observing the advisory program at South View Middle School.](#)
- Recommendation to school board to add focus on staff to strategy priority C to support staff wellness efforts that foster a sense of belonging. [School Board approved updated language to the strategic plan on 10.16.23. See updated language here](#)

Standard 6.e, 7.f, 7.g and Strategic Plan Priorities C.1, C.5 & E.4

Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)
Ensures system-wide plan has been developed and implemented to assure healthy school and/or work	Ensures system-wide plan has been developed and implemented to assure healthy school and/or work	Ensures system-wide plan has been developed and implemented to assure healthy school and/or work	No plan has been developed and implemented to assure healthy school and/or work environment; no plan

<p>environment; collaborates with local health and social service agencies, to provide supports for students and/or staff; monitors implementation of policies prohibiting bullying and harassment to ensure they are used as intended.</p> <p>Ensures systems wide school safety & security plan is developed & implemented to assure all school district buildings and grounds are safe and secure; collaborates with local enforcement and fire prevention agencies; ensures effective crisis management and techniques; monitors for effectiveness; ensures drills are conducted to ensure parties know roles and responsibilities.</p> <p>Consults with and guides the EPS leadership team to develop and support open, productive, caring & trusting relationships among and between staff.</p>	<p>environment; collaborates with local health and social service agencies, to provide supports for students and/or staff; ensures policies prohibiting bullying and harassment are developed.</p> <p>Ensures systems wide school safety & security plan is developed & implemented to assure all school district buildings and grounds are safe and secure; collaborates with local enforcement and practices safety drills.</p> <p>Encourages open, productive, caring & trusting environment among staff.</p>	<p>environment; collaborates with local health and social service agencies, to provide supports for students and/or staff; but plan is not followe completely; ensures policies prohibiting bullying and harassment are developed.</p> <p>Ensures plan has been developed to assure school district building and grounds are safe and secure, including some of the required safety drills.</p> <p>Haphazardly supports open, productive, caring & trusting environment among staff.</p>	<p>has been developed for social emotional supports or options for students; policies prohibiting bullying and harassment do not exist.</p> <p>No plan has been developed to ensure school district building and grounds are safe and secure.</p> <p>Culture of trust does not exist</p>
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FORM ONE (1) : ESTABLISH GOALS AND STANDARDS

Goal 3: Provide	Evidence of Performance 1: Superintendent will provide

oversight of long-term district fiscal health position through monitoring of resident enrollment management, advocacy with local and state officials on behalf of students and collective bargaining	<p>direction, coaching and consultation to administrator project managers to conduct a longitudinal review of enrollment data and patterns.</p> <ul style="list-style-type: none"> - In conjunction with city of Edina partners, coordinate August 2023 report on enrollment trends from local demographer School board received a report from Hazel Reinhardt on local enrollment trends on 8.22.23. See the link to report here. - August 2023 capacity study from architects Director Mert Woodard and Wold Architects provided a report on capacity for each Edina Public Schools building. See the link to report here. 		
	<p>Evidence of Performance 2: Superintendent will provide direction, coaching and consultation to administrator project managers who will implement & monitor marketing efforts to support retention of resident students.</p> <ul style="list-style-type: none"> - November marketing plan monitor report from the director of marketing and communication. Board received a report and update from our director of marketing and communication on our current marketing efforts and future plans. See link to update here. 		
	<p>Evidence of Performance 3: Superintendent will provide direction, coaching and consultation to administrator project managers who oversee contract negotiations.</p> <ul style="list-style-type: none"> - Ensures governance committee and school board receive timely updates on negotiations Superintendent has worked closely with the director of human resources to establish the EME district negotiations team that includes two school board members. Superintendent works closely with the director of human resources to receive immediate updates after each formal negotiations meeting for each unit. - Ongoing guidance and direction for administrator project managers. Superintendent works closely with the director of human resources and the director of finance and operations to understand current status of negotiations; coaches and consults on their work as they continue to negotiate contracts. 		
	<p>Evidence of Performance 4: Superintendent will engage in advocacy efforts at the local and state levels.</p> <ul style="list-style-type: none"> - Partner with Edina LAC, MASA & AMSD to advocate for the needs of Edina Students <p>Superintendent is an executive board member of AMSD and is actively engaged in the development of an advocacy platform. Superintendent serves on the executive development committee of MASA, and supports school board members, administration, and LAC members in the development of their platform and advocacy efforts for Edina Public Schools students. Superintendent engages with legislators on behalf of the school district to advocate on the behalf of Edina Public Schools students.</p>		

Standard 2.e, 3.d, 5.f and Strategic Plan Priorities D.5 & E.4, E.5			
Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)
Protects school	Provides some	Provides limited	Does not provide

<p>district's fiscal health by continually monitoring student enrollment, seeking efficiencies and identifying new sources of funding such as grants; consistently follows policies, bases recommendations and decisions on school district approved priorities and needs.</p>	<p>oversight of school district resource allocations and decisions, including fiscal investments, grant funding opportunities, fixed assets, and external resources; usually follows policies; ensures alignment between school district assets and priorities to support improved instructions and other key goals</p>	<p>oversight of school district resources, including fiscal investments, grant funding opportunities, and fixed assets; does not consistently follow policies; some alignment exists between school district assets and priorities</p>	<p>oversight of school district resources, including fiscal investments, grant funding opportunities, and fixed assets; has not developed policies to guide asset-related decisions; makes fiscal decisions that do not align with school district priorities and/or are wasteful</p>
<p>Works with school board & community to build relationships with government officials to promote students interests and influence appropriate responses to government actions</p>	<p>Assumes leadership role through numerous contacts with government officials to protect and promote student's interests.</p>	<p>Engages with government officials to protect student's interests.</p>	<p>Does not engage with government officials to protect student's interests.</p>
<p>Provides consultation and guidance to district leaders and school board in preparing for and executing negotiations.</p>	<p>Is proactive in preparing for collective bargaining by sharing appropriate information.</p>	<p>Accepts that collective bargaining is necessary and may be challenging.</p>	<p>Does not seek to understand and/or improve collective bargaining.</p>

V. **Leadership and Committee Updates**

VI. **Superintendent Updates**

VII. **Adjournment**