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Memorandum

To: Eden Prairie School Board

From: Dr. Josh Swanson

Date: April 22, 2024

Subject: Summary - Tri-Annual Review of District Policies

On a tri-annual basis District Policies are fully reviewed in addition to the annual review of individual policies that occurs in alignment to recommendations by MSBA. This requirement is part of my operational interpretation of Executive Limitation 2.2. Throughout the 2023-2024 school year myself and cabinet team members reviewed all adopted policies within assigned areas of responsibility or expertise that had not already been updated in 2023-24. The following policies have been updated after review of the current District policy series including the 100, 200, 300, 400, 500, 600, 700, 800, and 900 series policies, comparison to MSBA model policies, and review by our legal counsel when necessary. Most of the updates are clerical in nature or are simple language changes to increase clarity aligned with MSBA recommendations. Under our policy governance model District Policy is the job of management but requires Board action by outside entities. I recommend the Board approve the following policy updates via consent. You will find notes on changes to each policy below. The full policies are available in the appendices of the board packet. This full tri-annual review process will also serve as evidence of compliance for EL 2.2.

Policy #	Mandatory	Policy Name	Notes for the Board
101	No	Legal Status of the School District	MSBA Recommendation for Non-Substantive Clerical Updates
103	No	Complaints- Students, Employees, Parents, Other Persons	MSBA Recommendation for Non-Substantive Clerical Updates

214	Yes	Out of State Travel by School Board Members	Language removed that aligns with a MSBA recommended update and the Board's policy governance model.
401	Yes	Equal Employment	MSBA Recommendation for Non-Substantive Clerical Updates
410	Yes	Family and Medical Leave	MSBA Recommendation for updates to align with MN State Law for medical leave
413	Yes	Harassment and Violence	MSBA Recommended updates to remain in compliance with Minnesota Statutes, section 121A.03 conform with the Minnesota Human Rights Act, Minnesota Statutes, chapter 363A (MHRA and comply with statutory requirements and address the other classifications protected by the MHRA and/or federal law.
413F	Yes	Harassment and Violence Form	MSBA Recommendation for Updates to align with recommended policy updates.
415	No	Mandated Reporting of Maltreatment of Vulnerable Adults	MSBA Recommendation for updating the definition of "abuse, caregiver, common entry point, financial exploitation, and immediately" and other mandatory legal updates as well as Non-Substantive Clerical Updates
417	Yes	Chemical Use and Abuse	MSBA recommended changes regarding mandatory provisions of state and federal law that are not discretionary. They include adding toxic substances, the definition of "controlled substances, drug prevention, and teachers". Further definitions of the student programs and activities and reporting as well as MSBA Recommendations for Non-Substantive Clerical Updates
418F	Yes	Acknowledgement-Drug-Free Workplace/Drug-Free School Policy	MSBA Recommendation for Non-Substantive Clerical Updates
501	Yes	School Weapons Policy	MSBA Recommendation for Non-Substantive Clerical Updates
516	Yes	Student Medication	MSBA Recommendation for Non-Substantive Clerical Updates
701	No	Establishment and Adoption of School District Budget	MSBA Recommendation for Non-Substantive Clerical Updates
702	No	Accounting	MSBA Recommendation for Non-Substantive Clerical Updates
703	No	Annual Audit	MSBA Recommendation for Non-Substantive Clerical Updates

704	No	Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System	Updated asset life from 3 years to “greater than 1 year” and removed “.00” as it is unnecessary per MSBA recommendations
705	No	Investments	MSBA Recommendation for Non-Substantive Clerical Updates
707	No	Transportation of Public School Students	MSBA Recommendation for Non-Substantive Clerical Updates
711	No	Video Recording on School Buses	MSBA Recommendation for Non-Substantive Clerical Updates
712	No	Video Surveillance Other than Buses	MSBA Recommendation for Non-Substantive Clerical Updates
720	No	Vending Machines	MSBA Recommendation for Non-Substantive Clerical Updates