

Policy 2 Appendix

BOARD ANNUAL WORK PLAN (2010 – 2011)

Month	ACTION	INFORMATION
September	<ul style="list-style-type: none"> • Hold Organizational Meeting (non-election years) • Approve July Financial Report 	<ul style="list-style-type: none"> • Receive PAT and Diploma Results (embargoed) • Receive Facilities/Summer Work Report
October	<ul style="list-style-type: none"> • Hold Organizational Meeting (election years) • Attend Fall PSBAA AGM and University • Host Town-Hall Meeting (once every three years) 	<ul style="list-style-type: none"> • Receive September 30 Enrolment Report • Receive Student Achievement Monitoring Report
November	<ul style="list-style-type: none"> • Meet with Student Advisory Committee • Approve Annual Education Results / Three Year Education Plan Report • Approve Audited Financial Statement • Approve Final Budget • Attend Fall AGM ASBA 	<ul style="list-style-type: none"> • Receive Staffing Monitoring Report
December	<ul style="list-style-type: none"> • Discuss School Calendar Options • Discuss Capital Plan Enrolments 	<ul style="list-style-type: none"> • Receive Facilities/Vandalism Report
January	<ul style="list-style-type: none"> • Approve November Financial Report (First Quarter) • Attend Education Planning Session 	
February	<ul style="list-style-type: none"> • Approve Fees/Allowances • Approve December Financial Report • Meet with Student Advisory Committee • Provide direction for Capital Plan 	
March	<ul style="list-style-type: none"> • Approve Edwin Parr Teacher Nomination • Approve January Financial Report • Approve School Calendars 	<ul style="list-style-type: none"> • Education Plan Priorities Update
April	<ul style="list-style-type: none"> • Approve February Financial Report (Second Quarter) • Approve Budget Assumptions • Approve Capital Plan and Portable Requests • Host Annual Service Awards 	<ul style="list-style-type: none"> • Receive Draft Education Plan • Receive Division Satisfaction Survey Results • Receive Transportation Dept. Report

May	<ul style="list-style-type: none"> • Approve Preliminary Budget • Approve March Financial Report • Discuss Draft Three-Year Education Plan • Host Business Partners Celebration 	<ul style="list-style-type: none"> • Receive Human Resources Dept. Report • Receive Business & Finance Dept. Report
June	<ul style="list-style-type: none"> • Complete Superintendent/CEO Evaluation • Complete Board Self-Evaluation • Approve May Financial Report (Third Quarter) • Attend Spring AGM ASBA, PSBAA • Host Excellence in Teaching/Retirement Celebration 	<ul style="list-style-type: none"> • Receive Facilities Dept. Report • Receive Technology Dept. Report • Receive SLI/Tech Project Report • Receive AISI Report
Ongoing	<ul style="list-style-type: none"> • Attend ASBA Zone, PSBC meetings • Hold Expulsion Hearings as needed • Conduct Advocacy Activities • Attend Professional Development Activities • Attend Committee Meetings (as appointed) • Attend Stakeholder / Committee meetings • Attend School Council meetings • Attend Informal Meetings 	

Legal Reference: Section 39, 43, 45, 56, 60, 61, 62, 63, 78, 147, 187, 188 School Act
Section 16, Government Accountability Act
Local Authorities Election Act