

POLICY 2 – Appendix A

BOARD ANNUAL WORK PLAN

WHEN	WHAT
AUGUST	<ul style="list-style-type: none"> ◆ August Start-up Activities ◆ Organizational Meeting ◆ Staffing to date
SEPTEMBER	<ul style="list-style-type: none"> ◆ Enrolment to date
OCTOBER	<ul style="list-style-type: none"> ◆ Official Enrolments ◆ Provincial Achievement Test and Diploma Examination Results Report ◆ Sr Admin present Improvement Plans for PAT/PDE ◆ TBAC Committee Meeting ◆ Community Engagement
NOVEMBER	<ul style="list-style-type: none"> ◆ Accomplishments Report ◆ Three Year Education Plan – Presented/Approved ◆ Revised Budget - Presented/Approved ◆ Audited Financial Statements – Presented/Approved ◆ Community Engagement ◆ Trustee Development <ul style="list-style-type: none"> ▶ ACSTA/ASBA Conference ▶ Accountability Pillar Results
DECEMBER	<ul style="list-style-type: none"> ◆ Annual Education Results Report – Presented/Approved ◆ Approval of School Division Calendar ◆ School Christmas Concerts ◆ Meeting with Bishop – Date TBD ◆ Meeting with MLAs – Dates and Topics TBD
JANUARY	<ul style="list-style-type: none"> ◆ TBAC Committee ◆ Trustee Development <ul style="list-style-type: none"> ▶ Division Education Planning Day
FEBRUARY	<ul style="list-style-type: none"> ◆ TBAC Committee ◆ Trustee Development <ul style="list-style-type: none"> ▶ Division Education Planning Day

MARCH	<ul style="list-style-type: none"> ◆ Projected Enrolments ◆ Community Engagement ◆ Meeting with the Bishop – Date TBD ◆ Three-Year Capital Plan – Presented/Approved ◆ Trustee Development <ul style="list-style-type: none"> ▶ ACSTA Catholic Conference
APRIL	<ul style="list-style-type: none"> ◆ ASBA Issues, Budget and Bylaws Bulletin ◆ Community Engagement ◆ Division Survey Results Report (i.e. Schollie & Company) ◆ TBAC Committee/Policy Review
MAY	<ul style="list-style-type: none"> ◆ TBAC Committee ◆ Spring Budget Developed – Presented/Approved ◆ Projected Enrolments ◆ School Fees and Bussing Fees (if applicable) ◆ Trustee Development <ul style="list-style-type: none"> ▶ SPICE/Blueprints Conferences
JUNE	<ul style="list-style-type: none"> ◆ Meet with School Councils ◆ Complete Board Self Evaluation ◆ Completed CEO Evaluation ◆ Trustee Development <ul style="list-style-type: none"> ▶ ASBA Spring Conference ▶ CCSTA Annual General Meeting
MONTHLY ITEMS	<ul style="list-style-type: none"> ◆ Board / Committee of the Whole Meetings ◆ YTD Budget Reports ◆ School Success Stories ◆ Staffing Update ◆ School Professional Development Report ◆ Superintendent Report
ONGOING ITEMS	<ul style="list-style-type: none"> ◆ Student / Board Engagement ◆ Committee Meeting Reports ◆ Instructional Programs and Services Updates ◆ Recognition of Staff / Students / Parents ◆ Advocacy / Lobby Initiatives – Meetings with MLAs / Bishop and Parish Priests ◆ Delegations / Appeals / Hearings (as needed) ◆ Policy Review / Approvals (as required) ◆ Approval of Locally Developed Courses (i.e. Religious Studies) (when applicable)

**EXAMPLES OF POSSIBLE
INSTRUCTION PROGRAMS &
SERVICES PRESENTATIONS**

- ◆ Literacy
- ◆ Numeracy
- ◆ Early Learning / Preschool
- ◆ Moral Intelligence
- ◆ Faith Updates / Youth Ministry
- ◆ French Enhancement
- ◆ High School Redesign
- ◆ Technology Initiatives
- ◆ EXCEL Program
- ◆ CTS / CTF / Dual Credit
- ◆ Indigenous Education
- ◆ Mental Health & Wellness
- ◆ Inclusive Education

**GOVERNMENT INITIATIVES AND
REQUIREMENTS**

- ◆ Action on Curriculum
- ◆ Nutrition Program

Legal Reference: Section 33,51,52,53,54,60,67,139,222 Education Act
 Fiscal Planning and Transparency Act
 Local Authorities Elections Act
 Borrowing Regulation
 Disposition of Property Regulation
 Early Childhood Services Regulation
 Investment Regulation
 School Fees Regulation
 Truth and Reconciliation Commission Calls To Action