

SRPSD BOARD ANNUAL WORK PLAN 2025-2026

The Board believes the annual work plan should accurately reflect the work of the Board and may be amended any time during the year by motion of the Board.

SEPTEMBER

Regular Board Meeting Agenda Items

- Draft Resolutions for Submission to the SSBA Convention
- Review Auditor's Plan
- Review Human Resources Accountability Report
- Consider trustees' interest in Board Committees (Policy 10) (only in year 1, 2 and 3)

Events/Action

- Elders Council / Summer Pipe Ceremony

OCTOBER

Regular Board Meeting Agenda Items

- Approve Resolutions (if any) for Saskatchewan School Boards Association Annual Convention
- Review Legal Update of any outstanding cases
- Review Draft Annual Report and Provide Direction, if any
- Review Student Learning Accountability Report
- Review School Goal Achievement Accountability Report

Events/Action

- SCC Orientation Session
- School tours

Budget Considerations

- Review budget development timelines, principles and guidelines

NOVEMBER

Regular Board Meeting Agenda Items

- Hold Organizational Meeting – Elections, Appointments and Establish Committees as per Board policies
- Appoint Voting Delegates and Allocate Votes for the SSBA Convention
- Approve Annual Report for Submission to Ministry of Education
- Approve the Audited Financial Statements
- Review Audit Report and Management Letter (ensure deficiencies from previous year have been remedied to the satisfaction of the auditor)

Events/Action

- SSBA Fall General Assembly
- Public Section General Meeting

DECEMBER

Regular Board Meeting Agenda Items

- Annual Report (if not in November)
- Review Inclusive Education Accountability Report

Events/Action

- Elders Council / Fall Pipe Ceremony

JANUARY

Regular Board Meeting Agenda Items

- Review Parameters and Approval of the School Year Calendar
- Review Initial Projected Enrollment for Next Year
- Review Quarterly Statement of Financial Position and Operations
- Finalize Board and Director Evaluation Date and Plans
- Review Capital Project Priorities
- Review Selected Program Initiatives (Global Sports Academy, Cree Language Program, Michif Language Program, Land-Based Learning and Experiential Play-Based Learning Model and Invitational Shared Services Initiatives)
- French Immersion designation
- Review progress of Board Development Plan
- Review progress of Board Advocacy Plan

Events/Action

- P.A.A.T.A. Executive Linkage Meeting
- Advocacy Meeting (MLAs, Minister, MPs)

Budget Considerations

- Review Potential Budget Additions or Deletions for Next Budget Year

FEBRUARY

Regular Board Meeting Agenda Items

- Review Semi-annual Transportation Report

Events/Action

- Elders Council / Winter Pipe Ceremony
- SCC / SRSC Engagement Meeting

MARCH

Regular Board Meeting Agenda Items

- Review Quarterly Statement of Financial Position and Operations
- Enterprise Risk Management Summary Report

Events/Action

- P.A. Separate School Division Joint Board meeting

Budget Considerations

- Review Budget Development Progress

APRIL

Regular Board Meeting Agenda

- Review Maintenance Accountability Report
- Review Legal Update of any outstanding cases

Events/Actions

- SSBA Spring General Assembly
- Public Section Meeting
- School tours

Budget Considerations

- Review Budget Development Progress

MAY

Regular Board Meeting Agenda Items

- Approve Preventative Maintenance and Renewal Program and amendments
- Establish School Community Council Clusters for the Next Year
- Budget Approval, if finalized
- Approve Board Calendar Schedule for the Next Year
- Approve Board Annual Work Plan

Events/Action

- Board/Director Evaluation
- Elders Council / Spring Pipe Ceremony
- Attend achievement nights and graduation ceremonies

Budget Considerations

- Review Budget Development Progress

JUNE

Regular Board Meeting Agenda Items

- Final Budget Approval, unless previously approved
- Review Quarterly Statement of Financial Position and Operations
- Review Semi-annual Transportation Report
- Review TRC – Call to Action Priority Progress
- Review Community Engagement Accountability Report
- Review progress of Board Development Plan
- Review progress of Board Advocacy Plan

Events/Action

- Public Section General Meeting
- Attend achievement nights and graduation ceremonies
- Board's Recognition Event and school-based recognition events

JULY

Events/Action

- Canadian School Boards Association (CSBA) Congress

ONGOING

- Consider new developments and directions from Ministry of Education.
- Attend meetings as determined by the Board.
- Engage in celebration/recognition of students, staff and community.
- Attend School Community Council meetings as scheduled and upon invitation.

Revised: annually