

## Policy 2 – Appendix A

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### BOARD ANNUAL WORK PLAN – 2022-2023

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.

#### **AUGUST/SEPTEMBER**

##### ***Regular Board Meeting Agenda Items***

- Consider nomination of a program for the Premier’s Award for Innovation
- Review Board Development Plan
- Review Board Advocacy Plan
- Draft Resolutions for Submission to the SSBA Convention
- Review Auditor’s Plan
- Review Human Resources Accountability Report
- Establish Dates for Board/Director Seminar

##### ***Events/Action***

- Saskatchewan Rivers Student Voice Workshop (include Strategic Plan review)
- Elders Council
- MLAs Meeting

##### ***Budget Considerations***

- Budget Work Plan

#### **OCTOBER**

##### ***Regular Board Meeting Agenda Items***

- Approve Board Advocacy Plan
- 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 Learning Improvement Plans Accountability Report
- Complete the Board Competency Matrix

##### ***Events/Action***

- Board and Director Evaluation Session
- P.A.A.T.A. New Teacher Induction Event
- SCC Engagement Meeting

##### ***Budget Considerations***

- Review, amend or adopt budget development timelines, principles and guidelines

## **NOVEMBER**

### ***Regular Board Meeting Agenda Items***

- Hold Organizational Meeting – Elections, Appointments and Establish Committees
- Appoint Voting Delegates and Allocate Votes for the SSBA Convention
- Approve Annual Report for Submission to Ministry of Education
- Approve Board Development Plan
- 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
- RMs Gathering

### ***Budget Considerations***

- Review operations and priorities for next fiscal year

## **DECEMBER**

### ***Regular Board Meeting Agenda Items***

- Review TRC – Call to Action Priority Progress

### ***Events/Action***

- Elders Council

## **JANUARY**

### ***Regular Board Meeting Agenda Items***

- Review Parameters for School Year Calendar
- Review Inclusive Education Accountability Report
- Review Initial Projected Enrollment for Next Year
- Review Quarterly Statement of Financial Position and Operations
- Finalize Board and Director Evaluation Date and Plans

### ***Events/Action***

- P.A.A.T.A. Executive Joint Meeting
- P.A. Separate School Division Joint Board meeting
- School tours

### ***Budget Considerations***

- Review Potential Budget Additions or Deletions for Next Budget Year

## **FEBRUARY**

### ***Regular Board Meeting Agenda Items***

- Review Strategic Plan
- Review Capital Project Priorities
- Approve School Year Calendar
- Review Semi-annual Transportation Report

- Review Selected Program Initiatives (Global Sports Academy, Cree Language Program, Michif Language Program and others)
- Review OurSchool Report

### ***Budget Considerations***

- Review budget development progress

## **MARCH**

### ***Regular Board Meeting Agenda Items***

- Review Progress of Board Advocacy Plan
- Review Legal Update of any outstanding cases
- Enterprise Risk Management Summary Report

### ***Events/Action***

- Rural Congress
- Elders Council

### ***Budget Considerations***

- Review Budget Development Progress

## **APRIL**

### ***Regular Board Meeting Agenda***

- Review Progress of Board Development Plan
- Review Quarterly Statement of Financial Position and Operations
- Review Maintenance Accountability Report

### ***Events/Actions***

- SSBA Spring General Assembly
- Public Section Meeting

### ***Budget Considerations***

- Review Budget Development Progress

## **MAY**

### ***Regular Board Meeting Agenda Items***

- Approve Preventative Maintenance and Renewal Program and amendments

### ***Events/Action***

- Elders Council
- School tours
- SCC Engagement Meeting
- Attend achievement nights and graduation ceremonies

### ***Budget Considerations***

- Review Preliminary Budget

**JUNE*****Regular Board Meeting Agenda Items***

- Approve Annual Work Plan
- Approve Board Meeting Schedule for the Next Year
- 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 Stakeholders Engagement Accountability Report

***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 individual trustee development approved.
- Engage in celebration/recognition of students, staff and community.
- Attend School Community Council meetings as scheduled and upon invitation.
- Attend standing and ad hoc committee meetings as assigned.
- Update legacy document in the second and final year of the Board's term of office.
- Review the electoral boundaries and representation in the second year of the Board's term of office.

Revised: annually