

Policy 2 Appendix: BOARD ANNUAL WORK PLAN

August

Regular Board Meeting Agenda Items

- Year Planning/ Review Events for Upcoming Year
- Senior Administration Team Yearly Plan
- Approve Annual Work Plan
- Pre Audit Review; Auditor's Terms of Engagements
- Director Evaluation
- Conduct Board Review

September

Regular Board Meeting Agenda Items

- SSBA Resolutions/ SSBA Bylaw Amendments
- Lieutenant Governor's Board of Education Award for Innovation and Excellence in Education – Discuss Nominations
- Division Goals Update
- Technology Report
- Athletics Report
- School Enrollments Numbers
- Approval of Director Review
- Approval of Board Review

October

Regular Board Meeting Agenda Items

- Approve resolutions for Saskatchewan School Boards Association Annual Convention
- School Enrollments Final
- Appoint Voting Delegates and allocate votes for the SSBA Convention
- NWT report

November

Regular Board Meeting Agenda Items

- Organizational Meeting: Elect Board Chair, Vice-Chair, Committee appointments, dates of regular Board meetings for the year
- Set Parameters for next School Year Calendar
- Review and approve Annual Report
- Saskatchewan School Boards Association (SSBA) Fall Assembly
- Transportation Report

December

Regular Board Meeting Agenda Items

- Receive input from stakeholders(including SCC's) regarding setting of Division Priorities
- Strategic Planning/Policy Review/Planning time
- Enterprise Risk Management (ERM) update

January

Regular Board Meeting Agenda Items

- Maintenance Facilities Report
- Review Draft School Year Calendar
- Tender of Audit (every 3 years)
- HR Planning/Approvals

February

Regular Board Meeting Agenda Items

- Establish Board budget priorities
- Mid Term Report Annual Sector Plan
- Approve School Year Calendar
- Approve Annual Capital Plan

March

Regular Board Meeting Agenda Items

- Transportation Report #2
- Student Services Report
- Student Voice Presentation
- Appointment of Auditor (every 3 years)

April

Regular Board Meeting Agenda Items

- Strategic Planning
- SSBA Spring Assembly
- Approve budget assumptions
- Host Gala Awards Night

May

Regular Board Meeting Agenda Items

- Review draft budget and provide required redirection
- Approve PMR
- Establish compensation guidelines for out of scope staff
- Sub-Division graduation ceremonies to present awards as determined

June

Regular Board Meeting Agenda Items

- Approve Annual Budget
- ERM Summary
- Personnel Accountability Report – HR Report
- Public Section Annual Meeting
- Sub-Division graduation ceremonies to present awards as determined

July

Regular Board Meeting Agenda Items

- No Scheduled Board meeting

Ongoing

- SSBA Advocacy Linkage
- Advocacy Linkage MLAs

Reference: Sections 61, 63, 85, 87, 108, 182, 277, 278, 279, 280, 281, 282, 283, 285, 286, 287, 288, 289, 292, 293
Education Act

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