



Board Work Plan 2019-2020

August

- Consider ASBA awards nominations (due September)
- Establish dates and design for Umbrella School Council meetings, School Tours, MLA meetings and joint meetings with municipalities and Catholic School Divisions
- Monthly Fiscal Report
- Board Policies process reviewed
- Book ASBA Facilitator for Board and Superintendent Evaluations

September

- Monthly Fiscal Report
- Review Emergency Response Plan
- Discuss topics for joint WRSD / Timberline press release for TBAC
- Receive 2018-19 Accountability Reports
 - FNMI Accountability Report
 - Technology Accountability Report
 - Personnel Accountability Report
 - Transportation Accountability Report

October

- Monthly Fiscal Report
- G&P Meeting October 10, 2019
- Remembrance Day ceremonies dates
- Superintendent's Evaluation
- Receive Draft Combined AERR/3 Year Education Plan
- PSBAA Fall General meeting - October 16-18, 2019
- Approve the 2020-21 School Calendar
- Finance Committee meets
- TBAC meets October 15, 2019
- Receive 2018-19 Accountability Reports
 - Learning Services Accountability Report
 - Wellness Accountability Report

November

- Monthly Fiscal Report
- ASBA Fall General meeting - November 17-18, 2019
- North School Council Umbrella meeting
- Audit Committee meets
- Accept 2018-19 Audited Financial Statement (including review of Auditors Report & Management Letter)
- Approve Fall 2019-20 Budget
- Christmas Concert dates
- Deliver Christmas gifts to schools
- Approve IMR Expenditures Plan for 2019-20 school year
- Receive IMR Costs report for previous school year
- Approve Combined AERR/3 Year Education Plan
- Receive 2018-19 Accountability Reports
 - Accountability Pillar Results Report

December

- Monthly Fiscal Report
- Approve locally developed courses (submit by Jan 1 for semester two)
- Attend Christmas concerts
- Receive WRSD 2019-20 Class Size report
- Receive 2018-19 Accountability Reports
 - Early Learning Accountability Report
 - Student Services Accountability Report
 - Occupational Health & Safety Accountability Report
 - Maintenance Accountability Report

January

- Monthly Fiscal Report
- G&P Meeting January 7, 2020
- Discuss topics for joint WRSD / Timberline press release for TBAC
- Submit PSBAA awards nominations (due Mar)

February

- Monthly Fiscal Report
- Finance Committee meeting
- TBAC Meets - February 18, 2020
- Review First Draft of Three Year Capital Plan (due Apr 1)
- Submit Edwin Parr Nominations
- Receive draft of 2021-22 School Calendar
- Progress report on 2019-20 Education Plan

March

- Monthly Fiscal Report
- G&P Meeting March 31, 2020
- Approve 3 Year Capital Plan & Facilities Master Plan for submission to Alberta Infrastructure
- Review January Diploma Exam results
- South School Council Umbrella meeting

April

- Monthly Fiscal Report
- Finance Committee meeting
- Discuss topics for joint WRSD / Timberline press release for TBAC
- Approve 2021-22 School Calendar
- Graduation and Year End Celebration dates
- Alberta School Council Association Provincial Meeting
- Planning for Employee retirement dinner
- Discuss 2020-21 Board Retreat

May

- Monthly Fiscal Report
- G&P Meeting May 12, 2020
- TBAC Meets May 19, 2020
- Approve 2020-21 Spring Budget
- Approve Locally Developed Courses (submit by June 30 for semester one)
- School Tours (1 day per week for 4 weeks)
- PSBAA Spring General Meetings - May 29-31, 2020

June

- Monthly Fiscal Report
- Hold Organizational Meeting in non-election years for the purpose of assigning duties to Board Members (Policy 7)
- Approve Board Work Plan 2020-2021
- ASBA Spring General Meetings
- Attend Graduation Ceremonies
- Host Retirement and Awards Dinner and deliver long-service awards
- Establish Board Meeting Dates, Times & Locations for Upcoming Year
- Review of Superintendent's compensation & benefits (Policy 2)
- Review and approve Policy 20 (before June 30 every year)

ONGOING BOARD COMMITMENTS

- Attend monthly Board Meetings as per schedule
- Attend School Council meetings
- Attend Committee meetings as required
- Attend ASBA Zone 4 Monthly meeting
- Attend ASBA Educational Workshops
- Develop emergent Advocacy initiatives

- Initiate Individual Trustee Development
- Attend School Student Awards ceremonies
- Negotiate Collective Bargaining Agreements