

# **Fort Sam Houston ISD Board of Trustees 2020 Annual Planning Calendar**



**Board Approved:**

## FSHISD Annual Board Planning Calendar

	January	February	March	April
Planning & Evaluation	<ul style="list-style-type: none"> <li>Public Hearing on District's Annual Student Performance Report (goals &amp; progress measures) &amp; TAPR</li> </ul>		<ul style="list-style-type: none"> <li>Waivers</li> <li>S-E-L Survey Report</li> </ul>	<ul style="list-style-type: none"> <li>Student Performance Report</li> <li>Safety &amp; Security Audit Report SY 2019-20 – ask Julie about this one</li> </ul>
Personnel		<ul style="list-style-type: none"> <li>Administrator Contracts</li> </ul>	<ul style="list-style-type: none"> <li>Teacher Contracts</li> </ul>	
Finance & Operations	<ul style="list-style-type: none"> <li>Financial Report</li> <li>Quarterly Investment Report</li> <li>Purchase Request, as needed</li> </ul>	<ul style="list-style-type: none"> <li>Financial Report</li> <li>Purchase Request, as needed</li> <li>Budget Amendment, as needed</li> <li>Renewal of Property, Liability &amp; Fleet Insurance</li> </ul>	<ul style="list-style-type: none"> <li>Financial Report</li> <li>Purchase Request, as needed</li> <li>Budget Amendment, as needed</li> </ul>	<ul style="list-style-type: none"> <li>Financial Report</li> <li>Quarterly Investment Report</li> <li>Financial Auditing Firm Selection</li> <li>Purchase Request, as needed</li> <li>Budget Amendment, as needed</li> </ul>
Policy	<ul style="list-style-type: none"> <li>Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>Policy Update, as needed</li> </ul>
Team Development	<ul style="list-style-type: none"> <li>Special Meeting: Superintendent Evaluation and Contract</li> </ul>	<ul style="list-style-type: none"> <li>Work Session: Annual Goals Development, Review of Board Operating Procedures and Annual Planning Calendar, Review &amp; Adopt Superintendent Evaluation Procedures &amp; Instrument Talk to Ed &amp; Dee Ann</li> <li>Board receives Self-Evaluation instrument</li> </ul>	<ul style="list-style-type: none"> <li>Work Session Meeting: Board completes Self-Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>Work Session: Strategic Change Agenda Report</li> </ul>
Other	<ul style="list-style-type: none"> <li>School Board Appreciation</li> <li>Distribute SBOE's framework BBD Exhibit ???????</li> </ul>	<ul style="list-style-type: none"> <li>District Calendar</li> <li>Resolution to Support Texas Public Schools Week</li> <li>Military School District's Coop Extended Year Services (EYS) Program</li> </ul>		<ul style="list-style-type: none"> <li>Instructional Materials Certification</li> <li>Take Our Kids to Work Day Resolution</li> <li>Teacher Appreciation Week Proclamation</li> <li>Board of Trustees Regular Business Meeting Dates</li> </ul>
District Events				
Other Board Related	<ul style="list-style-type: none"> <li>Schlechty School Boards Conference</li> </ul>		<ul style="list-style-type: none"> <li>NAFIS/MISA Spring Meetings &amp; Congressional Visits</li> </ul>	<ul style="list-style-type: none"> <li>Nat'l School Boards Conference</li> </ul>

Eve nts				
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	May	June	July	August
Pla nni ng & Eval uati on			<ul style="list-style-type: none"> <li>● <b>Student Performance Report</b></li> <li>● State Assessment Results Report</li> <li>● English Learners Report</li> </ul>	
Per son nel		<ul style="list-style-type: none"> <li>● Substitute Teacher List</li> </ul>		
Fin ance & Ope rati ons	<ul style="list-style-type: none"> <li>● Financial Report</li> <li>● Bank Depository Services</li> <li>● Purchase Request, as needed</li> <li>● Budget Amendment, as needed</li> </ul>	<ul style="list-style-type: none"> <li>● Financial Report</li> <li>● Quarterly Investment Report</li> <li>● Purchase Request, as needed</li> <li>● Budget Amendment, as needed</li> <li>● Contracting Services for Education Service Center, Region 20</li> </ul>	<ul style="list-style-type: none"> <li>● Budget Hearing</li> <li>● Financial Report</li> <li>● Accelerated Instruction Budget (pending Legislative action)</li> <li>● Official School Budget (pending Legislative action)</li> <li>● Annual Resolution Regarding Hazardous Traffic Conditions for JBSA-FSH Students Within the 2-Mile Radius of District Schools</li> </ul>	<ul style="list-style-type: none"> <li>● Financial Report</li> <li>● Final Budget Amendment</li> <li>● Governmental Acctg Standards Board (GASB) 54 Fund Balance Resolution</li> </ul>
Poli cy	<ul style="list-style-type: none"> <li>● Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>● Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>● Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>● Policy Update, as needed</li> </ul>
Tea m Dev elop men t	<ul style="list-style-type: none"> <li>● Proposed Board Training for SY 2020-21</li> </ul>	<ul style="list-style-type: none"> <li>● Consider resolutions for TASB Delegate Assembly</li> </ul>	<ul style="list-style-type: none"> <li>● Board Self-Evaluation instrument reviewed &amp; approved</li> </ul>	<ul style="list-style-type: none"> <li>● Appoint Delegate to TASB Delegate Assembly</li> <li>● Governance for Improved Student Performance every 2 years (last trained August 2018)</li> </ul>
Oth er	<ul style="list-style-type: none"> <li>● <b>Board of Trustees Regular Business Meeting Dates</b></li> <li>● Advanced Placement Course UIL Exemption List, if needed</li> <li>● <b>Legal Services Retainer Agreement &amp; Fee Schedule for Walsh Gallegos Trevino Russo &amp; Kyle, P.C.</b></li> </ul>	<ul style="list-style-type: none"> <li>● Site-Based Decision-Making Report (odd years)</li> <li>● School Health Advisory Council Report on Health &amp; Wellness</li> <li>● ESC20 Commitments</li> <li>● <b>Legal Services Retainer Agreement &amp; Fee Schedule for Walsh Gallegos Trevino Russo &amp; Kyle, P.C.</b></li> </ul>	<ul style="list-style-type: none"> <li>● Employee, Board of Trustees &amp; Student Responsible Use Agreement</li> <li>● <b>Public Hearing &amp; Approval of Internet Safety Plan</b></li> <li>● T-TESS Alternate Appraisers</li> <li>● Student Code of Conduct</li> </ul>	<ul style="list-style-type: none"> <li>● <b>Public Hearing &amp; Approval of Internet Safety Plan</b></li> </ul>

Dist rict Eve nts	<ul style="list-style-type: none"> <li>• Senior Awards Ceremony</li> <li>• Graduation</li> </ul>			<ul style="list-style-type: none"> <li>• Convocation</li> </ul>
Oth er Boa rd Rel ated Eve nts		<ul style="list-style-type: none"> <li>• TASB Summer Leadership Institute in SATX</li> </ul>		

	September	October	November	December
Pla nni ng & Eva luation	<ul style="list-style-type: none"> <li>• State Accountability Report</li> <li>• District and Campus Improvement Plans</li> </ul>	<ul style="list-style-type: none"> <li>• Student Performance Report</li> </ul>		
Per son nel				
Fin ance & Ope rations	<ul style="list-style-type: none"> <li>• Financial Report</li> <li>• Quarterly Investment Report</li> <li>• Purchase Request, if needed</li> <li>• Budget Amendment, if needed</li> </ul>	<ul style="list-style-type: none"> <li>• Financial Report</li> <li>• Public Hearing to Discuss FIRST Report</li> <li>• Resolution Acknowledging the Review of Investment Policy</li> <li>• Purchase Request, as needed</li> <li>• Budget Amendment, as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Financial Report</li> <li>• Purchase Request, if needed</li> <li>• Budget Amendment, if needed</li> </ul>	<ul style="list-style-type: none"> <li>• Financial Audit Review and Approval</li> <li>• Financial Report</li> <li>• Reservations and Designation of General Fund Balance</li> <li>• Annual Financial Audit Report for Year Ending in August</li> <li>• Purchase Request, as needed</li> <li>• Budget Amendment, as needed</li> </ul>
Poli cy	<ul style="list-style-type: none"> <li>• Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Policy Update, as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Policy Update, as needed</li> </ul>
Tea m Dev elop ment				
Oth er	<ul style="list-style-type: none"> <li>• Class Size Waiver, if needed</li> <li>• Approve SHAC membership</li> <li>• Extra-Curricular Status of Bexar Country 4-H</li> </ul>			<ul style="list-style-type: none"> <li>• Board Member Continuing Education Hours Completed / Deficient</li> </ul>

	<ul style="list-style-type: none"> <li>• Bexar County Extension Director as adjunct staff for 4-H</li> </ul>			
District Events	<ul style="list-style-type: none"> <li>• Elementary Constitution Day Ceremony</li> </ul>		<ul style="list-style-type: none"> <li>• Veteran's Day Events</li> <li>• Campus Thanksgiving Feasts</li> </ul>	
Other Board Related Events	<ul style="list-style-type: none"> <li>• TASA/TASB Convention</li> </ul>			