

# BOARD ANNUAL WORK PLAN – 2024-2025

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***

- Review nomination of a program for the Premier's Award for Innovation
- Approve Board Development Plan
- Approve Board Advocacy Plan
- Draft Resolutions for Submission to the SSBA Convention
- Review Auditor's Plan
- Review Human Resources Accountability Report

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

- Saskatchewan Rivers Students for Change group meeting
- Elders Council / Summer Pipe Ceremony

### ***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 Goal Achievement Accountability Report

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

- SCC Orientation Session
- SCC Regional Meeting (optional)

### ***Budget Considerations***

- Review 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 the Audited Financial Statements
- Review Audit Report and Management Letter (ensure deficiencies from previous year have been remedied to the satisfaction of the auditor)
- Consider trustees' interest in Board Committees (Policy 10)

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

- SSBA Fall General Assembly
- Public Section General Meeting
- Elders Council / Fall Pipe Ceremony
- Saskatchewan Rivers Students for Change group meeting

### ***Budget Considerations***

- Review operations and priorities for next fiscal year

## **DECEMBER**

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

- Annual Report (if not in November)

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

## **JANUARY**

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

- Review Parameters and Approval of the 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 Linkage Meeting
- School Tours
- MLAs Meeting
- First Nations Representatives Gathering
- RMs Gathering

### ***Budget Considerations***

- Review Potential Budget Additions or Deletions for Next Budget Year

## **FEBRUARY**

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

- Review Capital Project Priorities
- Review Semi-annual Transportation Report
- Review Selected Program Initiatives (Global Sports Academy, Cree Language Program, Michif Language Program, Land-Based Learning and Experiential Play-Based Learning Model)

### ***Budget Considerations***

- Review budget development progress

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

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

## **MARCH**

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

- Review Progress of Board Advocacy Plan
- Review Quarterly Statement of Financial Position and Operations
- Enterprise Risk Management Summary Report
- Review agenda items for the City/School Board Liaison Committee
- Complete the Board Competency Matrix

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

- P.A. Separate School Division Joint Board meeting
- Saskatchewan Rivers Students for Change group meeting

### ***Budget Considerations***

- Review Budget Development Progress

### **APRIL**

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

- Review Progress of Board Development Plan
- Review Maintenance Accountability Report
- Review Legal Update of any outstanding cases

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

- SSBA Spring General Assembly
- Public Section Meeting
- SCC Regional Meeting (optional)
- 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
- Review Community Engagement Accountability Report
- 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
- Saskatchewan Rivers Students for Change group meeting

### ***Budget Considerations***

- Review Preliminary Budget

### **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

#### ***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