

Board Annual Work Plan

**2024-2025
AUGUST**

Regular Board Meeting Agenda Items

- Quarterly Review – Board's Areas of Emphasis Progress
- Endorse Business Work carried out Over Summer
- Approve Policy Review/Reading Timeline
- Determine Advocacy Goals Appoint delegate to TAAPCS AGM

Events/Action

- Annual Kick Off

SEPTEMBER

Regular Board Meeting Agenda Items

- Amendments to Capital Plan, if necessary

Events/Action

- Coordinate meetings with municipal, provincial and community partners
- Set date for GVRAS AGM
- GVREA Board Mtg (3rd Thursday)

OCTOBER

Regular Board Meeting Agenda Items

- Receive September 30 Enrolment Report
- Review TAAPCS Resolutions/Policies for Fall AGMs

Events/Action

- Set agenda for GVREA AGM
- TAAPCS AGM
- GVREA Board Mtg (3rd Thursday)

NOVEMBER

Events/Action

- GVREA/GVRA Board Meeting
- Joint Board/School Council meeting
- Student Engagement Committee meeting

DECEMBER

Regular Board Meeting Agenda Items

Events/Action

- Christmas activities

JANUARY

Regular Board Meeting Agenda Items

Events/Action

- Set date for Board Self Evaluation / Superintendent Evaluation
- GVREA Board Mtg (3rd Thursday)

FEBRUARY

Regular Board Meeting Agenda Items

- Review Draft School Year Calendar as prepared by Administration

Events/Action

- GVREA Board Mtg (3rd Thursday)
- Board Self Evaluation
- Superintendent Evaluation

MARCH

Regular Board Meeting Agenda Items

- Approve Capital Plan
- Approve School Year Calendar
- Approve Budget Assumptions/Principles

Events/Action

- GVREA Board Mtg (3rd Thursday)
- Annual Board/Administrators' Planning Workshop

APRIL

Regular Board Meeting Agenda Items

- Review Preliminary Budget and make adjustments if required

Events/Action

- GVREA Board Mtg (3rd Thursday)
- Joint Board/School Council meeting
- Student Engagement Committee meeting

MAY

Regular Board Meeting Agenda Items

- Approve Budget
- Review GVRA Charter
- Develop Board's Areas of Emphasis Progress

Events/Action

- GVREA Board Mtg (3rd Thursday)

JUNE

Regular Board Meeting Agenda Items

- Organizational Meeting
- Trustee Orientation (election year)
- Motion to allow Superintendent to authorize Board Business to be carried out Over Summer

Events/Action

- GVREA Board Mtg (3rd Thursday)

Ongoing

- Receive Superintendent's Monthly Report
- Receive Secretary-Treasurer's Monthly Report
- Review Board Annual Work Plan
- Attend School Council Meetings
- Attend School Celebrations, upon request
- Meet with Chambers of Commerce, Provincial and Community partners
- Tour Facility
- Monthly Financial Report
- Monthly Financial Summary Profile

Organizational Meeting (June, except in Election Year within 4 weeks of Election)

- Election Year – Swearing in of Trustees
- Election of Board Chair
- Election of Board Vice Chair
- Review Trustee Conflict of Interest / Disclosure Requirements
- Establish Regular Meeting Dates and Times
- Appointments of Trustees to Committees and Establish Meeting Dates and Times where possible
- Approve Board Work Plan
- Approve Board Areas of Emphasis
- Approve Agenda Format
- Receive Departmental Presentations

Legal Reference: Section 11, 33, 52, 53, 60, 63, 67, 139, 200, 222 Education Act
Local Authorities Election Act
Results-Based Budgeting Act
Disposition of Property Regulation