



2022-2023 BOARD ANNUAL WORKPLAN*

September

Regular Board Meeting Agenda Items

- Review the Audit Findings Report and Management Letter
- Approve Audited Year End Financial Statements
- Framework for Enhanced Student Learning (FESL)

Events

- Orange Shirt Day - September 30, 2022
- National Day of Truth and Reconciliation – September 30, 2022

October

Regular Board Meeting Agenda Items

- Review Student Enrolment

Events

- World Teachers' Day - October 5th, 2022
- General Local Election Day – October 15th, 2022
- Staff recognition

November

Board Inauguration & Special Board Meeting

- Inauguration of newly elected Board of Education
- Elect Chair, Vice-Chair, BCSTA Provincial Councilor (& alternate), BCPSEA Trustee Representative (& alternate)

Regular Board Meeting Agenda Items

- Receive 2022 General School Election report
- Assign Board Committee Chairs and other committee Trustee representatives

Events

- Remembrance Day Ceremonies
- BCPSEA Symposium – November 7th-8th, 2022

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December

Regular Board Meeting Agenda Items

- Approve Statement of Financial Information (SOFI) Report

Trustee Education Session

- Board Annual Work Plan

Events

- School Winter Concerts
- BCSTA New Trustee Orientation & Trustee Academy ~ Nov. 30th – Dec. 3rd, 2022

January

Regular Board Meeting Agenda Items

- Approve Budget Development Process and Timeline for 2023-2024
- SOGI Update

Trustee Education Session

- SOGI & Enrollment Data Update

Events

- BCPSEA AGM – January 26th-27th, 2023

February

Regular Board Meeting Agenda Items

- Review Recommended District Calendar
- Approve Amended Operating Budget for current fiscal year
- Quarterly Financials to December 31, 2022

Trustee Education Session

- Consent Education

Events

- BCSTA Provincial Council Meeting – February 24th-25th, 2023
- Pink Shirt Day - February 23rd, 2023

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March

Regular Board Meeting Agenda Items

- Approve 2023-2024 School District Calendar

Trustee Education Session

- Robert's Rules of Order & Board Etiquette/Polices

April

Regular Board Meeting Agenda Items

- Provincial Funding Announcement Review
- Adopt 5-year Capital Plan Bylaw
- Indigenous Education Update

Events

- BCSTA AGM – April 27th-30th, 2023
- National Day of Mourning - April 28th, 2023

May

Regular Board Meeting Agenda Items

- Approve Preliminary Annual Budget for following fiscal – First Reading
- Develop Annual Board Workplan for following fiscal
- Develop/adopt Internal Administrative Calendar & Board Meeting Schedule for following fiscal
- Student Mental Health & Wellness - Update

Events

- Assign Trustees to grad ceremonies

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June

Regular Board Meeting Agenda Items

- Employee Recognition and Long Service Awards
- Approve School Fees
- Approve Board/Authority Authorized Courses
- Approve 5-year Capital Plan
- Chair to assign Trustees to Committees for following fiscal

Trustee Education Session

- VTRA & TERT

Events

- Represent the Board at Graduation Ceremonies
- Represent the Board at Retirement Ceremonies
- Indigenous Peoples Day - June 21st, 2023

July/August

- Special meetings to be scheduled as required
- Board Summer Working Session

As Required/Other

- Financial Updates
- Risk Management Updates
- Human Resources Updates (staffing, R&R, grievances)

Monthly

- Attend Board Meetings
- Attend Board Standing Committee meetings