



2024-2025 BOARD ANNUAL WORKPLAN*

September

Regular Board Meeting Agenda Items

- Review the Audit Findings Report and Management Letter
- Approve 2023/24 Audited Financial Statements
- Approve Enhancing Student Learning (ESL) report
- Approve 5-Year Capital Plan Submission - Minor

Committee of the Whole

- Enhancing Student Learning Report & Aligning Strategic Priorities (Sept. 19)

Events/Recognition

- Orange Shirt Day - September 30, 2024
- National Day of Truth and Reconciliation – September 30, 2024

October

Special Board Meeting

- Elect Chair, Vice-Chair, BCSTA Provincial Councilor (& alternate), BCPSEA Trustee Representative (& alternate)

Regular Board Meeting Agenda Items

- Review of September 30th 1701 Student Enrolment
- Adopt Budget Development Process and Timeline for 2025-2026

Trustee Education Session

- Bus Fees & 4-Day School Week

Events/Recognition

- World Teachers' Day - October 5, 2024
- BCSTA Thompson Okanagan Branch Meeting – October 4-5, 2024
- BCSTA Provincial Council – October 25-26, 2024

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November

Regular Board Meeting Agenda Items

- Review of September 30th 1701 Student Enrolment
- Trustee Remuneration
- Quarterly Financials to September 30, 2024

Trustee Education Session

- School Learning Plan presentations

Committee of the Whole

- Inclusive Education Review & Alternate Education Review

Events/Recognition

- Remembrance Day Ceremonies
- BCPSEA Symposium – November 7-8, 2024
- BCSTA Trustee Academy – November 21-23, 2024

December

Regular Board Meeting Agenda Items

- Statement of Financial Information (SOFI) Report

Events/Recognition

- School Winter Concerts

January

Regular Board Meeting Agenda Items

- Review of School Fees
- Amended Annual Budget – 1st Reading
- Review Recommended District Calendar

Events/Recognition

- CEA Appreciation Day – January 19, 2025
- BCPSEA AGM – January 30-31, 2025

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February

Regular Board Meeting Agenda Items

- Quarterly Financials to December 31, 2024
- Amended Annual Budget – 2nd and 3rd Reading
- Enrolment Update

Events/Recognition

- BCSTA Provincial Council Meeting – February 22, 2025
- Pink Shirt Day - February 26, 2025

March

Regular Board Meeting Agenda Items

- Approve 2025-2026 School District Calendar

Events/Recognition

- BCSTA Thompson-Okanagan Branch Meeting – TBD
- Staff Appreciation Week – March 3-7, 2025

April

Regular Board Meeting Agenda Items

- Provincial Funding Announcement Review
- Adopt Annual Capital Plan Bylaw

Trustee Education Session

- Review School Learning Plans

Events

- BCSTA AGM – April 24-26, 2025
- National Day of Mourning - April 28, 2025

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May

Regular Board Meeting Agenda Items

- Approve Preliminary Annual Budget for 2025-2026 – 1st Reading
- Adopt Internal Admin Calendar & Board Meeting Schedule for the upcoming year
- Quarterly Financials to March 31, 2025

Trustee Education Session

- Annual Board Workplan & Committee Chairs

Events/Recognition

- Assign Trustees to grad ceremonies

June

Regular Board Meeting Agenda Items

- Employee Recognition and Long Service Awards
- Adopt Annual Board Workplan for the upcoming year
- Assign Board Committee Chairs and other committee Trustee representatives
- Approve Preliminary Annual Budget for 2025-2026 – 2nd & 3rd Reading
- Approve School Fees
- Approve Board/Authority Authorized Courses
- Approve 5-Year Capital Plan Submission – Major

Events/Recognition

- Represent the Board at Graduation Ceremonies
- Represent the Board at Retirement Ceremonies
- National Indigenous Peoples Day - June 21, 2025

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July/August

- Special meetings to be scheduled as required

As Required/Other

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

Monthly

- Attend Board Meetings
- Attend Board Standing Committee meetings

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