



2023-2024 BOARD ANNUAL WORKPLAN*

September

Regular Board Meeting Agenda Items

- Review the Audit Findings Report and Management Letter
- Approve 2022/23 Audited Financial Statements
- Approve Framework for Enhanced Student Learning (FESL)

Trustee Education Session

- Financial Health Indicators, Local Capital & Transfers (early Sept)

Committee of the Whole

- Strategic Plan

Events/Recognition

- Orange Shirt Day - September 30, 2023
- National Day of Truth and Reconciliation – September 30, 2023

October

Committee of the Whole

- Long Range Facilities Plan

Events/Recognition

- World Teachers' Day - October 5, 2023
- BCSTA Thompson Okanagan Branch Meeting – October 13-14, 2023
- BCSTA Meeting of Board Chairs – October 19, 2023
- BCSTA Provincial Council – October 20-21, 2023
- LEA Signing Ceremony with Splatsin
- Staff Recognition

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November

Special Board Meeting

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

Regular Board Meeting Agenda Items

- Review Student Enrolment
- Trustee Remuneration
- Quarterly Financials to September 30, 2023

Events/Recognition

- Meeting with Local Governments and MLA/MP (early Nov.)
- Remembrance Day Ceremonies
- BCPSEA Symposium – November 2-3, 2023
- BCSTA Trustee Academy – November 23-26, 2023

December

Regular Board Meeting Agenda Items

- Approve Statement of Financial Information (SOFI) Report
- Adopt Budget Development Process and Timeline for 2024-2025

Events/Recognition

- School Winter Concerts

January

Regular Board Meeting Agenda Items

- Review School Growth Plans

Committee of the Whole

- Board Policy/Philosophy

Events/Recognition

- BCPSEA AGM – TBD

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February

Regular Board Meeting Agenda Items

- Review Recommended District Calendar
- Approve Amended Annual Budget for current fiscal year
- Quarterly Financials to December 31, 2023
- Enrolment Update

Events/Recognition

- BCSTA Provincial Council Meeting – TBD
- Pink Shirt Day - February 23, 2024

March

Regular Board Meeting Agenda Items

- Approve 2024-2025 School District Calendar

Events/Recognition

- BCSTA Thompson-Okanagan Branch Meeting - TBD

April

Regular Board Meeting Agenda Items

- Provincial Funding Announcement Review
- Adopt Annual Capital Plan Bylaw

Trustee Education Session

- Trustee Code of Conduct & Procedures

Events

- BCSTA AGM – April 18-21, 2024
- National Day of Mourning - April 28, 2024

May

Regular Board Meeting Agenda Items

- Approve Preliminary Annual Budget for 2024/25 – 1st Reading
- Develop Annual Board Workplan for the upcoming year
- Develop Internal Admin Calendar & Board Meeting Schedule for the upcoming year
- Quarterly Financials to March 31, 2024
- Assign Board Committee Chairs and other committee Trustee representatives

**NOTE: Work Plan dates subject to change*

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Events/Recognition

- Assign Trustees to grad ceremonies

June

Regular Board Meeting Agenda Items

- Employee Recognition and Long Service Awards
- Approve Preliminary Annual Budget for 2024/25 – 2nd & 3rd Reading
- Approve School Fees
- Approve Board/Authority Authorized Courses
- Approve 5-Year Capital Plan Submission

Events/Recognition

- Represent the Board at Graduation Ceremonies
- Represent the Board at Retirement Ceremonies
- National Indigenous Peoples Day - June 21, 2024

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