



Lethbridge School District No. 51 School Board Annual Work Plan

SEPTEMBER

- Welcome Back Breakfast with district staff
- Trustee school liaison contacts
- Enrolment, alternative programs, and facilities update at first board meeting
- ASBA Zone 6 General meeting
- Committees review their terms of reference and submit annual reports
- School Councils Orientation at school sites

OCTOBER

- Municipal Election – October 16, 2017
- Trustees choose ATA Local Council meeting dates to attend
- Committee annual reports completed
- Monitor and report student PAT and Diploma exam results
- District School Council
- School Board Orientation
- School Board Organizational Meeting
- 51/25 Club banquet for employees with 25 years in District 51
- Determine board positions for ASBA policies (Fall AGM)

NOVEMBER

- Determine process for Community Engagement - Annual Town Hall Meeting (February 6, 2018)
- Board Retreat: planning for March 1-2, 2018
- ASBA Zone 6 Annual General Meeting (November 19-21, 2017)
- Remembrance Day ceremonies in schools
- Approve Board Education Plan and Annual Education Results Report
- Approve Audited Financial Statements
- Administrators Banquet (November 22, 2017)
- District budget revised with enrolment

DECEMBER

- Approve district calendar for 2017-18
- Approve locally developed courses
- Christmas concerts/activities schedule provided to trustees

JANUARY

- Approve Board budget belief statements and budget schedule
- Receive 1st quarter financial statements
- ASBA Zone 6 general meeting

FEBRUARY

- Town Hall Meeting
- Provincial Accountability Pillar Survey administered

MARCH

- Provincial budget announcement and implications
- Budget process commences
- ASBA Zone 6 general meeting
- Board Annual Retreat (establishing priorities)

APRIL

- Receive 2nd quarter financial statements
- Submit ASBA policy proposals
- Preparations for Education Week

MAY

- Arts Alive and Well in the Schools
- ASBA Zone 6 general meeting and Edwin Parr Awards
- Determine board positions on ASBA Budget and Bylaws
- Approve administrator term appointments
- District Budget Stakeholders meeting
- District Budget approved in special Board Budget Meeting
- Review Accountability Pillar Survey Results
- Attend High School Graduation ceremonies (May/June)

JUNE

- Administrators' Retirement Event
- ASBA Spring General Meeting
- Receive 3rd quarter financial statements
- Board Self-Evaluation
- District Retirement Banquet (June 6, 2018)
- Staff recognition lunches with trustee liaison schools
- Approve locally developed courses

ONGOING

- Board meetings held on the fourth Tuesday of the month except December, July and August.
- Public Forum within regular board meetings
- District policies proposed by Policy Advisory committee for approval or amendment
- Capital Plan and Infrastructure Maintenance Renewal
- Approval of international trips
- Trustee standing and ad hoc committee meeting reports and recommended actions as they occur
- Presentations for information scheduled throughout the year
- Expulsion hearings and appeals as needed with trustees assigned on a rotating basis