

Board Annual Work Plan 2025-2026

July

Board Meeting Agenda Items

- No regularly scheduled meetings

Events

- N/A
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August

Board Meeting Agenda Items

- No regularly scheduled meetings

Events

- Trustee Working Session Retreat (TBD)
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September

Board Meeting Agenda Items

- Review the Audit Findings Report, Management letter and Financial Statement Discussion and Analysis Report
- Approve the audited financial statements
- Approve the submission of the proposed Minor Capital Plan
- Approve the Framework for Enhancing Student Learning Report
- Review the Superintendents School Opening Report
- Review the Board Annual Work Plan
- Review Capital Project Update - Edgehill Elementary School

Events

- Recognize National Truth & Reconciliation Day (September 30)

October

Board Meeting Agenda Items

- Suspension Review
- Review School Growth Plans
- Review quarterly Fiscal Accountability Report
- Review the submission of the Executive Compensation Disclosure Report
- Program Review: Early Learning Initiatives / Level 1 Report (CotW)

Events

- Recognize World Teachers' Day (October 5)
- Represent the Board at BCSTA Provincial Council (October 24)

November

Board Meeting Agenda Items

- Election of Board Chairperson & Vice Chairperson
- Election of Provincial Council and BCPSEA Representatives
- Approve Department Operational Plans
- Routine review of select Board Policies
- Program review:
- Program Review: French Immersion / Level 1 Report (CotW)
- Program review: Sustainability / Level 2 Report (CotW)

Events

- Attend and participate in BCSTA Trustee Academy (November 27-29)
- Attend Remembrance Day Assemblies

December

Board Meeting Agenda Items

- Approve the submission of the annual Statement of Financial Information
- Approve Trustee Appointments to Board Committees, to Internal Administrative Committees, and to External Committees, Organizations and Agencies
- Review the Board Annual Work Plan

- Review Capital Project Update - Edgehill Elementary School
- School Presentations: Brooks and Westview

Events

- Attend Winter Concerts

January

Board Meeting Agenda Items

- Receive Strategic & School Growth Plan Interim Report
- Review quarterly Fiscal Accountability Report
- Review and approve prospective increases to Trustee Remuneration
- Remit Financial Disclosure Forms by January 15
- Review proposals for substantive changes
- Review the Superintendent's Student Success report
- School Presentation: James Thomson

Events

- Represent the Board at the BCPSEA Annual General Meeting (TBD)

February

Board Meeting Agenda Items

- Approve the Amended Annual Budget
- Review School Calendar Consultation Information
- Approve the budget development process and timelines for the following years annual budget
- Routine review of select Board Policies
- Review Proposed Draft School Calendar Submissions or Amendments (CotW)
- Proposals: Board Authority Authorized Courses (CotW)
- Proposals: Academies (CotW)
- Program Review: Feeding Futures / Level 1 Report (CotW)
- School Presentation: Edgehill

Events

- Represent Board at BCSTA Provincial Council (TBD)
- Recognize Pink Shirt Day – Anti Bullying (February 25)

March

Board Meeting Agenda Items

- Approve School Calendar Submission
- Review Provincial Motions for BCSTA AGM
- Review the Board Annual Work Plan
- Review Capital Project Update - Edgehill Elementary School
- School Presentations: Henderson and Kelly Creek

Events

- Chairperson – Represent at Ministry of Education Annual Partner Liaison Meeting (TBD)
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April

Board Meeting Agenda Items

- Review Government Grant Information for the following years annual budget
- Approve Capital Plan Bylaw (from Ministry Capital Plan Response Letter)
- Review quarterly Fiscal Accountability Report
- Program Review: Online Learning / Level 2 Report (CotW)
- School Presentation: Partners in Education

Events

- Recognize the Anniversary of Tla'amin Treaty (April 5)
 - Recognize Education Week
 - Attend BCSTA AGM (April 9-11)
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May

Board Meeting Agenda Items

- Approve Annual Facility Grant Plans
- Approve terms of engagement and appoint or reappoint auditor
- Formalize Board Development Plan
- Review Community Connections Report
- Program Review: Literacy Support / Level 2 Review
- School Presentation: Texada

Events

- Recognize Mental Health Week (May 4-10)
- Attend Elementary Track and Field Meet

June

Board Meeting Agenda Items

- Approve the Annual Budget
- Approve Major Capital Projects
- Review Carbon Neutral Action Report
- Review Strategic Plan
- Review Board Meeting Calendar
- Review the Board Annual Work Plan
- Review Capital Project Update - Edgehill Elementary School

Events

- Recognize Children and Youth in Care Week
- Attend Employee Recognition event
- Attend Board Retirement Celebration
- Attend Graduation Ceremonies (June 6)
- Attend Award & Scholarship Event
- Recognize National Indigenous Peoples Day (June 21)

Ongoing

- Advocate for public education
- Attend trustee development and/or orientation sessions
- Review and approve capital project bylaws as required
- Undertake trustee & superintendent evaluations
- Hear appeals as needed
- Ratify collective agreements as needed
- Represent Board at BCSTA Branch Meetings
- Attend school functions