



POLICY MANUAL
Policy 2 – Appendix A

BOARD ANNUAL WORKPLAN

September

Education

- x No meeting

Operations

- x No meeting

Regular Board Meeting Agenda Items

- x Five-year capital plan – Minor capital projects
- x Receive audit report and management letter and approve financial statements
- x Approve appointment or reappointment of auditor (if required – rotational every 3 years)

Events

- x Orange Shirt Week – Monday, September 25, 2023 - Friday, September 29, 2023
- x National Day of Truth and Reconciliation – Saturday, September 30, 2023

October

Education

- x Indigenous Education Report

Operations

- x Standing operations reports (Capital, Facilities, Finance, Technology, Human Resources)
- x Revieww 1.3495s

Operations

- x Standing operations reports (Capital, Facilities, Finance, Human Resources)
- x Estimated operating grant recalculations based on September 1701

Regular Board Meeting Agenda

- x Elect Chair/Vice-Chair
- x Receive Statement of Financial Information (SOFI) Report

Events

- x Represent Board at the BC Public School Employers' Association (BCPSEA) Symposium – Thursday, November 2 – Friday, November 3, 2023
- x Remembrance Day Ceremonies – Saturday, November 11, 2023
- x British Columbia School Trustees Association (BCSTA) Trustee Academy - Thursday, November 23 - Sunday, November 26, 2023

December

Education

- x No meeting

Operations

- x No meeting

Regular Board Meeting Agenda Items

- x Receive School Learning Plans to be presented to the Board annually by the Superintendent
- x Bank signing authority
- x Review Trustee appointments to committees and community liaison groups
- x Approve Trustee school liaison assignments

Events

- x National Day of Remembrance and Action on Violence Against Women – Wednesday, December 6, 2023.

January

Education

- x Inclusive Ed Action Plan
- x Review Career Programs Report

Operations

- x Standing operations reports (Capital, Facilities, Finance, Human Resources)
- x Childcare update

Regular Board Meeting Agenda Items

- x Approve Budget Development Process and Timelines
- x Annual Trustee Remuneration Review – Regular Open Board
- x Provide direction through our Board representative to the British Columbia School Trustees Association (BCSTA) Provincial Council Meeting regarding provincial policy matters
- x Review policy positions for submission to the British Columbia School Trustees Association (BCSTA) Annual General Meeting



Regular Board Meeting Agenda Items

- x Stakeholder Budget Presentations
- x Presentation of budget survey results

Events

- x Budget in-service – April TBD, 2024
- x World Autism Day – Tuesday, April 2, 2024
- x District Volunteer Recognition – Sunday, April 14 – Saturday, April 20, 2024
- x Attend and participate in the British Columbia School Trustees Association (BCSTA)



Regular Board Meeting Agenda Items

- x Approve Annual Board Work Plan for following year
- x Good Things are Happening year in review
- x Approve 5-year Capital Plan (major capital projects)
- x Approve Eligible School Site Proposals

Events

- x Host employee Retirement Dinner Ceremony
 - x National Indigenous People's Day - Friday, June 21, 2024
 - x Canadian Multiculturalism Day - Thursday, June 27, 2024
 - x National Indigenous History Month, Pride Month – June 2024
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Contact Information

Questions or comments about this Policy may be addressed to the Secretary-Treasurer.

Legal Reference: Sections 65, 74, 74.1, 75, 75.1, 76.1, 76.3, 76.4, 77, 79.2, 82, 82.1, 84, 85, 86, 96, 112, 112.1, 113, 145, 147, 158 School Act

SD No. 40 (New Westminister)

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