## **Annual Board Agenda Policy**

## 6240 | Annual Board Agenda Policy

Date Approved: February 11 2019 Date Amended: December 14 2021

To fulfil its responsibilities, the Board will follow an annual agenda cycle.

- 1. The order of business for regular open board meetings is set out in section A.3 of Bylaw No. 1 Procedural Bylaw.
- 1. The order of business for regular in-camera board meetings is as follows:
- Approval of Agenda
- Approval of Minutes
- Human Resources Report
- Secretary-Treasurer Report
- Other
- Legal Items
- Information items
- Old Business
- Items for Release
- 1. The expected timing of major Board approvals and reports is as follows:

Description	J	A	S	o	N	D	J	F	M	A	M	J
Annual Audited Financial Statements			X									
Positions of Special Responsibility				X								
Organization of Classes Report				X								
Approval of Auditors				X								

Description	J	A	S	o	N	D	J	F	M	A	M	J
Election of Officers					X							
Approve Annual Budget Consultation Dates						X						
Present School Calendar for Consultation							X					
Amended Annual Budget								X				
Approve School Calendar									X			
Indigenous Education Partnership Agreement Annual Report									X			
Approve School Fees and Deposits									X			
Annual Budget										X		
Carbon Neutral Action Report												X
Daycare Leases												X
Capital Budget												X
Approve Board Meeting Dates												X