

**BOARD ANNUAL WORK PLAN - 2016/2017**

Month	Board Responsibility			
	Religious	Generative	Strategic	Fiduciary
<b>August</b>	<ul style="list-style-type: none"> <li>Attend Opening Mass</li> </ul>	<ul style="list-style-type: none"> <li>Honour the Share the Mission Recipient</li> <li>Board Chair to address staff and community supporters</li> </ul>		
<b>September</b>			<ul style="list-style-type: none"> <li>Board reviews results reports <i>in-camera</i> (Diploma Exams, Achievement Tests)</li> <li>Review Continuous Improvement Plan</li> <li>Review Thought Exchange data</li> </ul>	<ul style="list-style-type: none"> <li>Attend ASBA Zone 6 General Meeting</li> <li>Attend ACSTA Board of Directors' Meeting</li> <li>Board and Superintendent Evaluations, as required.</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>Attend Bishop's Dinner</li> </ul>	<ul style="list-style-type: none"> <li>Attend School Awards Celebrations</li> <li>Strategic Board Working Session – ACSTA &amp; ASBA Fall General Meeting Preparation</li> </ul>	<ul style="list-style-type: none"> <li>Review Accountability Pillar Results</li> </ul>	<ul style="list-style-type: none"> <li>Board Organizational &amp; Regular Meetings</li> <li>Attend ASBA Executive Meeting</li> <li>Joint School Boards / City Meeting</li> <li>Attend Bishop's Dinner</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>Participate in Catholic Education Sunday (November 6, 2016)</li> </ul>	<ul style="list-style-type: none"> <li>Staff Recognition Lunches</li> </ul>	<ul style="list-style-type: none"> <li>Review and approve Annual Education Results Report and Three-year Education Plan</li> <li>Review of the Board's Continuous Improvement Plan</li> <li>Team Lethbridge</li> </ul>	<ul style="list-style-type: none"> <li>Approval of Auditors' Report &amp; Management Letter</li> <li>Approval of Audited Financial Statements</li> <li>Approval of Fall Budget update</li> <li>Attend ACSTA and ASBA Fall General Meetings</li> <li>Attend ASBA Zone 6 Meeting</li> <li>Attend ACSTA Board of Directors' Meeting</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>ATA / Board Divine Liturgy and Dinner</li> </ul>	<ul style="list-style-type: none"> <li>ATA / Board Divine Liturgy and Dinner</li> <li>School Council Chairs Meeting</li> <li>Staff Recognition Lunches</li> </ul>		<ul style="list-style-type: none"> <li>Attend ASBA Executive Meeting</li> </ul>

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	Religious	Generative	Strategic	Fiduciary
<b>January</b>	<ul style="list-style-type: none"> <li>• Board Retreat</li> </ul>	<ul style="list-style-type: none"> <li>• Arrange a meeting with neighboring Board</li> <li>• Staff Recognition Lunches</li> </ul>	<ul style="list-style-type: none"> <li>• Team Lethbridge</li> </ul>	<ul style="list-style-type: none"> <li>• Attend ASBA Zone 6 Meeting</li> <li>• ACSTA Board of Directors' Meeting</li> <li>• Joint School Boards / City Meeting</li> </ul>
<b>February</b>		<ul style="list-style-type: none"> <li>• Public Consultation</li> <li>• Staff Recognition Lunches</li> </ul>	<ul style="list-style-type: none"> <li>• Establish Budgetary Assumptions for upcoming school year</li> <li>• Review of the Board's Continuous Improvement Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Establish Budgetary Assumptions for upcoming school year</li> <li>• Attend ASBA Executive Meeting</li> <li>• Approval of Student Instructional Fees</li> <li>• Approval of Foreign Student Tuition Rates</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• Attend Spiritual Development Day</li> </ul>	<ul style="list-style-type: none"> <li>• School Council Chairs Meeting</li> <li>• Call for Nominations: Edwin Parr Teacher Award Nominations</li> <li>• Staff Recognition Lunches</li> </ul>	<ul style="list-style-type: none"> <li>• Review Draft Three Year Facility Plan</li> <li>• Establish Three Year Education Plan Priorities and develop and approve strategic plan</li> <li>• Team Lethbridge</li> </ul>	<ul style="list-style-type: none"> <li>• Attend ACSTA Board of Directors' Meeting</li> <li>• Attend ASBA General Meeting</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• Attend SPICE Conference</li> </ul>	<ul style="list-style-type: none"> <li>• Honour recipients with Long Service Awards</li> <li>• Staff Recognition Lunches</li> <li>• Call for Share the Mission Award Nominations</li> </ul>	<ul style="list-style-type: none"> <li>• Approve Three Year Facility Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Attend ASBA Executive Meeting</li> <li>• Joint School Boards / City Meeting</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• Celebrate Catholic Education Week</li> <li>• Attend Blueprints Conference</li> </ul>	<ul style="list-style-type: none"> <li>• Staff Recognition Lunches</li> </ul>	<ul style="list-style-type: none"> <li>• Approve Budget for upcoming school year</li> <li>• Approve Locally Developed Courses</li> <li>• Approve Preliminary Three-year Education Plan</li> <li>• Review of the Board's Continuous Improvement Plan</li> <li>• Team Lethbridge</li> </ul>	<ul style="list-style-type: none"> <li>• Approve Budget for upcoming school year</li> <li>• Attend CCSTA Annual Meeting (1 board representative)</li> <li>• Superintendent Review</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>• Meeting with Parish Priests</li> </ul>	<ul style="list-style-type: none"> <li>• Host Retirement Banquet</li> <li>• Select "Share the Mission Award" recipient, if excellent nomination received.</li> </ul>		<ul style="list-style-type: none"> <li>• Attend ASBA Spring Conference</li> <li>• Attend ACSTA Board of Directors' Meeting</li> <li>• Meeting with local MLAs</li> <li>• Board Review</li> </ul>