Exemplary International School Board of Trustees

Board Annual Calendar 2020-21

August	*Meeting Date - Monday, Aug 21*	**January**	*Meeting Date - Monday, Jan 20*
	Orientation for new Board members		Vet/prioritize Board candidates
	Board Retreat *Aug 18-19*		Mid-year Board summary self-appraisal
	Develop Action Plans for Board Goals		Mid-year HoS summary performance review
	Finalize Board calendar		
	Welcome Reception for Staff	**February**	*Meeting Date - Monday, Feb 16*
			Prepare for AGM
September	*Meeting Date - Monday, Sep 18*		Interview Board candidates
	Agree on annual goals/evaluation parameters for HoS		
	Approve appointment of Auditor	**March**	*Meeting Date - Monday, Mar 16*
	Approve revised current year budget		AGM; Board elections *Mar 5*
	Approve committee ToRs		
	Determine KRIs for the year (re SP)	**April**	*Meeting Date - Monday, Apr20*
	Town Hall meeting with parents		Conduct Board self-appraisal
			Budget approved
October	*Meeting Date - Monday, Oct 16*		Tuition set
	Discuss program proposals for next year		Policy Review
		May	*Meeting Date - Monday, May 18*
November	*Meeting Date - Monday, Nov 19*		Transition Board meeting: outgoing/incoming Board members
	Accept Audit		Evaluation of HoS
	Approve Budget parameters (programs, enrollment, tuition target, etc.)		Analyze results of Board self-appraisal
	Determine potential Board vacancies		Strategic Plan update
	Approve next school year calendar		Update 5-3-year Financial Plan
			Final report on KRIs
December	*Meeting Date - Monday, Dec 12*		Approve draft Annual Report
	Mid-Year Progress Report (KRIs, SP)		
	Employees' master contracts finalized	**June**	*Meeting Date - Monday, Jun 7*
	Staffing level for next year confirmed		Publish Annual Report
	First draft of budget		New Board elects officers; committee assignments made
	Identify potential Board candidates		Approve Board goals for next year