

OCTOBER	<ul style="list-style-type: none"> • Regular Board Meetings (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ October 12, 2016 – Regional Office ○ October 26, 2016 – Swan Hills School • Superintendent Evaluation: the Board will conduct and approve the final report - October 6, 2016 • Review PAT and PDE Jurisdiction Results Summary – October 12, 2016 Regular Board Meeting (In Camera) & October 26, 2016 Regular Board Meeting (Information Report) • Review Schools enrolment report as of September 30: the Board will receive and review possible implications • PSBAA University Annual General Meeting: all Trustees are encouraged to attend – October 19-21, 2016 • PSBAA University Annual General Meeting: discuss if follow-up is required to explore alignment with Education Plan (Division and/or school) - October 26, 2016 • Meet with Town of Barrhead as part of the Board’s ongoing plan to increase home and community engagement of public education • Send request to meet with Town of Westlock as part of the Board’s ongoing plan to increase home and community engagement of public education • Council of School Councils – Board Chair or Vice-Chair and Council of School Council Chairperson - plan agenda for upcoming meeting • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings
NOVEMBER	<ul style="list-style-type: none"> • Regular Board Meetings (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ November 9, 2016 – Regional Office ○ November 23, 2016 –Regional Office • Attend Remembrance Day Ceremonies • Council of School Councils – all Trustees are encouraged to attend – November 8, 2016 • Information Technology Services Accountability Report: the Board will receive and review – November 9, 2016 • November PSBC Meeting – November 18-19, 2016 • Discuss upcoming PSBC agenda items at Board meeting prior to PSBC meeting – November 9, 2016 • ASBA Fall General Meeting: all Trustees are encouraged to attend – November 20-22, 2016 • 2015-2016 Audited Financial Statements – PHPS & ADLC: the Board will receive and approve and meet with their appointed external auditor – November 23, 2016 • 2015-2016 Annual Education Results Report – PHPS & ADLC: the Board will receive and approve – November 23, 2016 • Review Preliminary School Closure/Grade Reconfiguration Criteria Report: the Board will receive and review • ASBA Fall General Meeting: discuss if follow-up is required to explore alignment with Board Workplan and Pembina Hills partners – November 23, 2016 • Board Discussion – 2016 Planning Process; Board Planning 2016 Venue • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings • Staff Recognition Luncheon during November 14, 2016 Jurisdiction PD

DECEMBER	<ul style="list-style-type: none"> • Regular Board Meeting (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ December 14, 2016 – Westlock Elementary School • Class Size Initiative Report: the Board will receive and review • Board ratification of 2017/2018 PPHS school year calendar • Board/MLA meeting – the Board will host as required – December 20, 2016 • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings
JANUARY	<ul style="list-style-type: none"> • Regular Board Meetings (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ January 10, 2017 – Regional Office ○ January 25, 2017 – Fort Assiniboine School • School Closure/Grade Reconfiguration Criteria Report: the Board will review recommendations from Superintendent and make decisions regarding administrative process • Financial Statements – September 1-December 31: the Board will receive and review as presented • Student Services Accountability Report: the Board will receive and review – January 10, 2017 • Meeting with Division Non-union Staff and Contractors: the Board committee will meet with and discuss salaries, benefits & contractor rates and make recommendations to the Board in June • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings • Presentation of Long Service Awards as determined by schedule developed in November • Prepare and send out New Year message and post to website • Discuss upcoming PSBC agenda items at Board meeting prior to PSBC meeting - January 25, 2017 • Send request to meet with Town of Westlock as part of the Board's ongoing plan to increase home and community engagement of public education
FEBRUARY	<ul style="list-style-type: none"> • Regular Board Meetings (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ February 8, 2017 – Regional Office ○ February 22, 2017 – Neerlandia Public Christian School • February PSBC Meeting – February 9-11, 2017 • School Administration Planning Session: the Board will attend and participate – February 21, 2017 & February 28, 2017 • Establish Board Planning Agenda • Rates Annex 4 (RA 4) –Transportation Fees – the Board will consider and adopt • Submit Edwin Parr Teacher Award Nomination (ASBA): the Board will receive, review and approve recommendations • PPHS Alternate School Year Calendars: the Board will receive as information • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings • Presentation of Long Service Awards as determined by schedule developed in November • Meet with Town of Westlock as part of the Board's ongoing plan to increase home and community engagement of public education
MARCH	<ul style="list-style-type: none"> • Regular Board Meetings (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ March 8, 2017 – Regional Office ○ March 22, 2017 – Regional Office

	<ul style="list-style-type: none"> • Board Planning: the Board will identify and approve Strategic Priorities and key results <ul style="list-style-type: none"> ○ Review Board Workplan working document; Insert Board priorities and strategies into Board Workplan • Board ratification of Strategic Priorities, including: <ul style="list-style-type: none"> - Three-Year Education Plan – foundation statements, goals, outcomes, priority areas for improvement - Allocation formula - Co-op pool • Three-Year Capital Plan – the Board will consider and adopt – March 22, 2017 • Respond to ASBA call for policy issues & by-law amendments: the Board will recommend policy issues &/or by-law amendments if required • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings • Presentation of Long Service Awards as determined by schedule developed in November • Discuss upcoming PSBC agenda items at Board meeting prior to PSBC meeting – March 22, 2016
<p>APRIL</p>	<ul style="list-style-type: none"> • Regular Board Meetings (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ April 12, 2017 – Regional Office ○ April 26, 2017 – Regional Office • April PSBC Meeting – April 6-8, 2017 • Facilities and Transportation Accountability Report: the Board will receive and review – April 12, 2017 • 2016-2017 PHPS Satisfaction Survey Results: the Board will receive and review – April 26, 2017 • Financial Statements – September 1-March 31: the Board will receive and review as presented • Rates Annex 1 (RA 1) – Student Fees – the Board will consider and adopt • Rates Annex 2 (RA 2) – ADLC Fees – the Board will consider and adopt • Approval of ADLC Contract Marker Rates • Council of School Councils – Board Chair/Vice-Chair and Council of School Council Chairperson - plan agenda for upcoming meeting – May 2, 2017 • Send request to meet with MD Lesser Slave River as part of the Board's ongoing plan to increase home and community engagement of public education • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings • Presentation of Long Service Awards as determined by schedule developed in November
<p>MAY</p>	<ul style="list-style-type: none"> • Regular Board Meetings (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ May 10, 2017 – Regional Office ○ May 24, 2017 – Regional Office • ASBA Edwin Parr awards ceremony: Trustees are encouraged to attend if a PHPS teacher is nominated and sufficient seating is available for the event • Board Planning Committee (Budget Working Session): the Board will attend • 2017-2018 Budget – PHPS & ADLC: the Board will consider and adopt • Council of School Councils – all Trustees are encouraged to attend - May 2, 2017 • Rates Annex 3 (RA 3) –Transportation Rates – the Board will consider and adopt

	<ul style="list-style-type: none"> • Rates Annex 6 (RA 6) – Rental Rates – the Board will consider and adopt • Meet with MD of Lesser Slave River as part of the Board’s ongoing plan to increase home and community engagement of public education • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings • Prepare and send out Education Week message and post to website • Attend School award ceremonies to present citizenship awards for Grades 6, 9 and 12 • Presentation of Long Service Awards as determined by schedule developed in November
JUNE	<ul style="list-style-type: none"> • Regular Board Meetings (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ June 14, 2017 – Regional Office ○ June 28, 2017 – Regional Office • PSBAA Spring Assembly: all Trustees are encouraged to attend – June 2-4, 2017 • ASBA Spring General Meeting: all Trustees are encouraged to attend – June 5-6, 2017 • ASBA Spring General Meeting: discuss if follow-up is required to explore alignment with Board Workplan and Pembina Hills partners – June 28, 2017 • Board Evaluation Survey to be sent to Trustees • PSBAA Spring Assembly: discuss if follow-up is required to explore alignment with Education Plan (Division and/or school) – June 28, 2017 • Three-Year Education Plan – Summary of Key Strategies – PHPS & ADLC: the Board will consider and adopt • Financial Statements – September 1- May 31: the Board will receive and review as presented • ADLC & PHPS Communications Accountability Report: the Board will receive and review – June 28, 2017 • Approve 2017-2018 Board Meeting Schedule • Student Graduation Ceremonies: all Trustees are encouraged to attend the ceremonies in their ward and bring greetings, if requested • Citizenship Awards: designated Trustees will present Citizenship Awards • Board/MLA meeting: the Board will host as required • Board Planning Committee – Review Board Workplan working document and draft 2017-2018 Board Workplan • Approval of 2017-2018 non-union staff salaries • Approval of 2017-2018 contract janitorial, bus operator, and grass cutting rates • Approval of 2017-2018 Senior Administration (out of scope) Salary Grids • Snacks for Board meeting • Prepare and distribute gifts for students and school council rep for school based Board meetings • Prepare and send out Year End Message and post to website • Presentation of Long Service Awards as determined by schedule developed in November • Employee Recognition Award newspaper ad
AUGUST	<ul style="list-style-type: none"> • Regular Board Meeting (call to order 9:30 a.m.): <ul style="list-style-type: none"> ○ August 28, 2017 – Regional Office • Internal Audit Accountability Report – the Board will receive and review • 2017-2018 Board Work Plan: the Board will review and approve • Rates Annex 7 (RA 7) – Travel, Expenses and Honorarium – the Board will consider and adopt

	<ul style="list-style-type: none"> • August PSBC Meeting – August 17-19, 2017 • Discuss upcoming PSBC agenda items at Board meeting prior to PSBC meeting • Administrators’ Meeting: all Trustees are encouraged to attend (1/2 day) • Snacks for Board meeting • New Teacher Orientation – presentation of book and attend luncheon • Participation in PHPS opening address to staff • Prepare and send out school start up message and post to website
<p>ONGOING</p>	<ul style="list-style-type: none"> • Attend ADLC Advocacy Communications Committee meetings with government representatives • Attend annual meeting with Evergreen Catholic Schools • Appeals: the Board will hear as needed (on matters that significantly affect the education of a student/teacher transfers) • Board designates attend and participate in committee meetings, providing reports back to the Board • Negotiations - set negotiations mandates for unionized staff • Locally Developed Courses: the Board will consider and approve as required • School Councils Meetings: Trustees are encouraged to attend in their ward and provide a report to Board • Student and School Celebrations: designated Trustees are encouraged to attend, when authorized under Policy 7-10 and requested under F 2-12 • Present employee long service awards • International Tours: Approve in principle as required. <ul style="list-style-type: none"> ○ National and International Tours: Schools are encouraged to submit a report/presentation/artifact to the Board regarding the experience of the trip • Policies: Consider recommendations from Policy Committee • Complete Surveys as required • Engage in professional learning opportunities – Board and Individual Trustee • Participate in specific Board Planning Committees as required • Receive specific information reports as required • Nomination Package(s) for ASBA Awards (if submitting nominations). The Board will approve/receive for information purposes: <ul style="list-style-type: none"> - Friends of Education Award (submission deadline is September – board motion by June) - Honourary Life Member Award (nominated through Zone – submission deadline is September) - Indigenous Shining Student Award (staff submission – March) - Long Service Awards (recognized at ASBA) - Premier’s Award for School Board Excellence and Innovation (may submit one nomination – submission deadline is September – board motion by June) - Public Engagement Award (may submit one nomination – submission deadline is September – board motion by June) - Zone Appreciation Award (submission deadline is June – board motion by April) • Nomination Package(s) for PSBAA Awards (if submitting nominations) • Board of Trustees photo – once per term