

JOB AREA	January 10	31	February 14* (+CVPAA)	28	March 13	April 10	24	May 8* (+CVPAA)	22	June 12	26
<b>Finance</b>	Public hearing for Audit report; Audit report approval		Budget update report		<b>2nd Interim Report</b>		Budget update report		Present Governor's May budget revise to the board	LCAP update /approval <b>Adopt the budget</b> EPA Projection /Update	
Schedule budget study sessions as necessary											
<b>Facilities</b>									Present summer maintenance plan		
<b>Policy</b>					CSBA Policy Update			CSBA Policy Update			
<b>Human Resources</b>	Supt's mid-year progress report on goals				<b>Lay-off notification to staff by March 15</b>		Superintendent Evaluation	<b>Final layoff deadline May 15</b> Management contracts	Approval: PLC Leads, Directors, Advisors, AP teachers Approval: Summer Recovery teacher	Approval: Categorical, Prob & Temp staff	
							Staff Recognition				
<b>Community Relations</b>	Develop and disseminate key messages about important district topics & issues including progress on LCAP; Notice for public input on LCAP						Supt meets with parent advisory groups. Communicate with and engage the community (internal and external) in schools; involvement and/or attendance at school and community events.				LCAP on website
----- Involvement and/or attendance at school and community events -----											
<b>Effective Governance</b>							Conduct board self evaluation and develop action plan			Register for CSBA AEC Conference	
<b>Student Learning &amp; Achievement</b>		Adopt SARCS (School Accountability Report Cards)	Approve Annual Safety Plan	Adopt school calendar	Review CalPads enrollment data	Every Student Succeeds Recognition	Employees Who Make A Difference recognition	Teacher of the Year recognition	LCAP final draft presented to board	LCAP Public Hearing	<b>Adoption of budget &amp; LCAP</b>
	LCAP report to board				LCAP report to board		Instructional materials adoption recommendations			Approve consolidated application & local education agency plan	
							LCAP board study session/public input			Readmission hearing	
----- Schedule presentations and progress reports on curriculum implementation -----											
----- Schedule progress reports about professional development implementation -----											
<b>Resolutions / Required reports</b>	Williams Quarterly Report				Res. Board's Authorization of the Issuance of Preliminary Layoffs			Res. Day of the Teacher			Res. EPA
	Res. School Board Recognition Month				Res. Elimination of Categorical Assignments		Williams Quarterly Report	Res. Classified Employees Week	Res. Final Release of Temp Cert Employees		Res. Authorizing Temp Transfer of Funds
					Res. Release of Prof Experts						
					Res. Release of Temp Cert Employees						
<b>Athletics</b>		Approve Spring coaches									Approve Fall coaches
<b>Program Spotlight</b>	Science	CAASPP/ Dashboard	Social Science	VAPA			Foreign Language	Necessary Small Schools		Athletics	

JOB AREA	July NO MEETING	August 14	28	September 11	25	October 9	23	November 13* (+CVPAA)	December 11
Finance		Approval: Consolidated Application		Unaudited Actuals Report					1st Interim Report
		Approval: 45-day budget revision							
		CBO closes books; defines actuals; determines ending balance							
Facilities					Review Facilities Inspection Tool (FIT)		Review 5-year maintenance plan		
Policy	CSBA Policy Update					CSBA Policy Update			
Human Resources		Approval: Home & Hospital; Essay Readers							
		Approval: CVPAA Prof Experts							
		Approval: Event Supervision	Induction contracts / MOUs						
Community Relations			Attend Back to School night; Solicit input from parents, students and community on LCAP					Attend theater, art and music events; solicit input from parents on CVPAA programs	
		----- Involvement and/or attendance at school and community events -----							
Effective Governance		Orientation for board candidates						Adopt reorg meeting date	Annual Board organizational meeting
								First reading Governance Handbook & Board Goals	Approve governance handbook and board governance calendar
Student Learning & Achievement		Review master schedule	Opening of school report	LCAP Goal setting; identify desired outcomes for students		Program Planning Study Session: identify needs; approved program budgets; engage community; revise LCAP			New course proposals
			CAASPP results				Healthy Kids Survey Report	Single plan for student achievement	Readmission hearing
		----- Schedule presentations and progress reports on curriculum implementation -----							
----- Schedule progress reports about professional development implementation -----									
Resolutions / Required reports		Williams Quarterly Report		Res. GANN Limit Calculation	Res. Week of the School Administrator	Williams Quarterly Report			
		Declaration of Need for Fully Qualified Educators	Res. Authorizing Temp. Transfer of funds	Public hearing resolution/ adoption of sufficient instructional materials	Res. Establish Committed Fund Balances GASB 54				
		Res. Local Authorization							
Athletics							Approve Winter coaches	Post season report	
Program Spotlight		Custodial & Maintenance	Back to school professional development		TBD	New Staff & Class Intros			



**Bold items are legal timelines**  
Highlighted items are presentations

**Meeting Dates:**

- Wednesday, January 10, 2024
- Wednesday, January 31, 2024
- Wednesday, February 14, 2024 +Connections VPAA
- Wednesday, February 28, 2024
- Wednesday, March 13, 2024
- Wednesday, April 10, 2024
- Wednesday, April 24, 2024
- Wednesday, May 8, 2024 +Connections VPAA
- Wednesday, May 22, 2024
- Wednesday, June 12, 2024
- Wednesday, June 26, 2024
- Wednesday, August 14, 2024 +Connections VPAA
- Wednesday, August 28, 2024
- Wednesday, September 11, 2024
- Wednesday, September 25, 2024
- Wednesday, October 9, 2024
- Wednesday, October 23, 2024
- Wednesday, November 13, 2024 +Connections VPAA
- Wednesday, December 11, 2024