# BOARD PLANNING CYCLE

## Board Annual Planning Cycle

**September**

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| **Type of Meeting** | **Item** | **Responsible** |
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| **Public** | ACSTA Resolutions, if any | Governance Professional |
|  | District Budget Update, If Any | Chief Financial Officer |
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|  | Election Year: Set Date, Organizational Meeting | Governance Professional |

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| **Closed** | School Opening Enrolment | Superintendent |
|  | Receive and Review ASBA Resolutions  | Corporate Secretary |
|  | Receive ACSTA Resolutions | Corporate Secretary |
|  | Election Year: Review Bylaw #1 for Election | Corporate Secretary, General Counsel |

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| **Audit and Finance** | Review Audit and Finance Committee Meeting Dates for Ensuing Year2017-18 3rd Quarter Financials (Mar, Apr, May) –  | Chief Financial Officer |

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| **Events*** ASBA Zone 2/3 Meeting (Board Representative)
* ASBA Board of Directors Meeting (Board Representative)
* ACSTA Bi-Monthly Meeting (Board Representative)

Election Year: Nomination Day (4 Mondays prior to Election Day) |