

2018 – 2019 ASCA Board of Directors Annual Work Plan		Highlight
April	Board Meeting – In Person #1 (<i>immediately following the AGM</i>) <ul style="list-style-type: none"> ➤ Take Oath of Office, ➤ Sign Confidentiality Agreement, Social Media Policy, Code of Conduct ➤ Exchange contact information ➤ Receive pre-orientation materials ➤ Confirm May and June meeting dates ➤ Introduce Mentoring connections 	New Board, post-election
May	Board Meeting – Virtual <ul style="list-style-type: none"> ➤ Accomplish pre-orientation activities ➤ Consider Education Environment Scan ➤ Confirm in-person meeting dates for the term ➤ Review 3rd Quarter Financial Statements ➤ Select signing authority and signatories ➤ Select board committees and appoint committee members ➤ Review March School Council Engagement Task Force (SCETF) Results 	Pre-Orientation
June	Board Meeting – In Person #2 Day 1 – Orientation Day 2 – Business Meeting <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Review Executive Director Report ➤ Consider Committee Reports and Recommendations ➤ Review collated Director’s Reports ➤ Review and discuss Board’s growth goals and areas of focus as identified in self-evaluation ➤ Review and endorse board committee terms of reference ➤ Review preliminary Conference feedback Board Meeting – Virtual <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Consider Committee Reports and Recommendations ➤ Review and endorse ASCA Grant Application to Alberta Ed 	Orientation
July	Board Meeting – Virtual <ul style="list-style-type: none"> ➤ Consider Committee Reports and Recommendations 	Committee Work Progress
August	Board Meeting – Virtual <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Consider Committee Reports and Recommendations ➤ Appoint External Advisory Committee Reps ➤ Review comprehensive Conference and AGM Feedback ➤ Review ASCA Member Survey Results 	Committee Work Progress

September	<p>Board Meeting – In Person #3</p> <p>Day 1 – Regular business meeting</p> <ul style="list-style-type: none"> ➤ Review and endorse Audited Financial Statements ➤ Contribute to Alberta Education Business Planning ➤ Consider Education Environment Scan ➤ Review Executive Director Report ➤ Consider Committee Reports and Recommendations ➤ Review collated Director’s Reports ➤ Review progress report on Board’s Self-Evaluation Goals <p>Day 2 – Strategic Results/Path Planning</p> <p>Board Meeting – Virtual</p> <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Consider Committee Reports and Recommendations 	<p>Auditor Presentation</p> <p>Alberta Education Business Planning</p> <p>Results Planning</p>
October	<p>Board Meeting – Virtual</p> <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Review 1st Quarter Financial Statements ➤ Consider Committee Reports and Recommendations ➤ Review progress on ASCA Strategic Results/Path goals ➤ Review and endorse ASCA Annual Results Report to Alberta Ed 	<p>Review Results Report</p>
November	<p>Board Meeting – In Person #4</p> <p>Day 1 & 2 – Regular business meeting</p> <ul style="list-style-type: none"> ➤ Host Education Minister, Alberta Education Delegate or Stakeholder ➤ Obtain Professional Development: Services Deliveries ➤ Review progress on ASCA Strategic Results/Path goals ➤ Consider Education Environment Scan ➤ Review Executive Director Report ➤ Consider Committee Reports and Recommendations ➤ Review collated Director’s Reports ➤ Review progress report on Board’s Self-Evaluation Goals ➤ Review and endorse Board Self-Evaluation and Executive Director Performance Review processes <p>Board Meeting – Virtual</p> <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Consider Committee Reports and Recommendations ➤ Receive Conference Planning Update ➤ Review School Council Engagement Task Force (SCETF) Q1 Results 	<p>Everactive Schools</p> <p>Alberta Policy Coalition for Chronic Disease Prevention</p>
Dec	<p>Board Meeting – Virtual</p> <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Consider Committee Reports and Recommendations ➤ Review progress on ASCA Strategic Results/Path goals ➤ Review School Council Engagement Task Force (SCETF) Q2 Results ➤ Review and discuss Board sponsored Governance and/or Advocacy Resolutions 	<p>Board Sponsored Advocacy Resolutions</p>

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">January</p>	<p>Board Meeting - In Person #5 Day 1 & 2 – Regular business meeting</p> <ul style="list-style-type: none"> ➤ Host guest related to Stewardship role of the Board: Risk Management ➤ Review progress on ASCA Strategic Results/Path goals ➤ Review preliminary budget for the upcoming year ➤ Appoint Auditor ➤ Consider Education Environment Scan ➤ Review Executive Director Report ➤ Consider Committee Reports and Recommendations ➤ Review collated Director’s Reports ➤ Review progress report on Board’s Self-Evaluation Goals ➤ Assess Board succession planning; declaration of candidate intentions ➤ Conference Update and AGM Assignments ➤ Confirm Board sponsored Governance and/or Advocacy Resolutions <p>Board Meeting – Virtual</p> <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Consider Committee Reports and Recommendations ➤ Review progress on Board’s Self-Evaluation report goals ➤ Review School Council Engagement Task Force (SCETF) Q3 Results ➤ Select Charity of Choice 	<p>Cybercrime and Social Engineering</p> <p>Member and Board Sponsored Advocacy Resolutions</p> <p>Set AGM Agenda</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Feb</p>	<p>Board Meeting – Virtual</p> <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Consider Committee Reports and Recommendations ➤ Review 2nd Quarter Financial Statements ➤ Review School Council Engagement Task Force (SCETF) Q4 Results 	<p>Committee Work Progress</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">March</p>	<p>Board Meeting – In Person #6 Day 1 –Board Self-Evaluation and Executive Director Performance Review Day 2 – Regular business meeting</p> <ul style="list-style-type: none"> ➤ Review and endorse budget for 2019-2020 ➤ Consider Education Environment Scan ➤ Review Executive Director Report ➤ Consider Committee Reports and Recommendations ➤ Review collated Director’s Reports ➤ Review progress report on Board’s Self-Evaluation Goals ➤ Review results of Advocacy Resolutions pre-vote ➤ Receive Conference update and review Director responsibilities ➤ Conduct AGM Rehearsal <p>Board Meeting – Virtual</p> <ul style="list-style-type: none"> ➤ Consider Education Environment Scan ➤ Consider Committee Reports and Recommendations ➤ Review School Council Engagement Task Force (SCETF) Q5 Results ➤ Review and approve 2019-2020 Work Plan 	<p>Board Self-Evaluation</p> <p>ED Performance Review</p> <p>Award Recipient Selections</p> <p>Finalize AGM Order Paper</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">April</p>	<p>Board Meeting – In Person #7, pre-conference</p> <ul style="list-style-type: none"> ➤ Review 3rd Quarter Financial Statements ➤ Determine Executive Director compensation and contract ➤ Receive final Conference and AGM details 	<p>ED Compensation, Conference/AGM Preparation</p>