

	July	August	September	October	November	December	January	February	March	April	May	June						
Board Development: Goal setting and self-eval		1) MSBA Summer Seminar (Twin Cities). 2) Placeholder: Retreat: board development. (e.g. CPSS, Strategic Plan review, ice breaking exercises, Teamworks, etc.) MSBA Phase I & II Training	In odd years: Contract with and schedule a date in Nov/December with MSBA to complete full BOE self-eval. In even years: contact MSBA to schedule completion of MSBA's simple online survey.		1) Review Board Goals 2) In odd years, complete full BOE self eval with MSBA. In even years, complete MSBA simple online survey and receive report back for review.	Odd years: retreat with MSBA to review BOE self eval. Even years: BOE retreat to review BOE self eval report generated by MSBA's simple online survey. MSBA Phase I & II Training (virtual)	MSBA Leadership Conference and Phase Trainings. Minneapolis.	1) MSBA Officer Training (Chair, Vice Chair, Clerk)	COSSBA Conference held in March for 2026		Work Session: set 3-4 goals for the coming year (prior to sup eval closed session). Goals aligned to Strategic Plan.	Board meeting: review and establish board goals.						
Sup evaluation		Retreat: Vice chair leads review sup eval tool and final sup goals in preparation for the upcoming eval cycle		Work Session: Update sup eval tool.		Placeholder: Superintendent Mid-Year Evaluation Closed Session	Superintendent Mid-Year Evaluation Closed Session (if not held in December)	Executive Assistant creates two documents: one for the superintendent self evaluation and one for the board evaluation. At the end of February, the self evaluation is sent to the superintendent to complete.	The superintendent's self-evaluation is sent to the vice chair by March 31.	BOE compiles individual assessments. Facilitated by vice chair. BOE submits sup eval to vice chair for compilation. Individual board members compile short list of proposed goals for the coming year. Goals aligned to Strategic Plan.	Closed session: review eval together w sup and set sup goals for the coming year (might be two separate meetings). Sup goals set after board sets its own goals.	Board meeting: BOE presents public statement, and posts public statement in BoardBook. Proof of sup eval and topline results (signed by sup and Chair) are placed in sup's HR file. Then, board and sup create and share sup goals for next year.						
Budget	Annual audit work begins	Weekly enrollment management	Certify Local Levy		Fall Enrollment Report to board. Receive and approve audit FY25	Work Session Placeholder: Initial discussion around enrollment projections (December or January) 1) Truth in Taxation hearing. 2) Report on FY27 Preliminary Current Reality a) Present timeline, process, and overview publicly (including dates for site, staff, student, and community input.) b) Open online input form with clear end-date for submission and c) clear end-date identified for final BOE budget discussion.	1) Board Approval of Revised FY26 Budget (second mtg) Budget input form open to public	First Meeting of the month Work Session to review FY26 Budget: Present Current Reality and Parameters. Initial Feedback, Budget Scenarios and Timeline Second Meeting Placeholder: 1) Report on FY27 Budget Preliminary Investments 2) Achievement and Integration Budget and 3) Worksession to discuss FY27 Budget Preliminary Investments (Online input form is closed.)	Work Session Placeholder: Review FY27 Preliminary Budget. Placeholder: 2nd Meeting of Board: Board meeting to present final adjustments by department based on input, or have a report on the FY27 Preliminary Budget Recommendations e.g. (Mgmt): final planning sessions among leadership, dept heads, and principals based on staff, community, BOE feedback. Placeholder: ProPay Closed Session	Placeholder: First Meeting: Final Budget Adjustments Work Session Placeholder: First Meeting: Work Session for FY27 Budget Discussion and Resolutions for Staff Adjustments and Second Meeting FY27 Budget Feedback Report During this month School and Community Feedback meetings held for staff and families. Report Internal: HR notifications of staffing adjustments Placeholder: ProPay Closed Session	Work Session Placeholder (e.g. Legislative Impacts on budget)	First Meeting Placeholder: Report on FY27 Adopted Budget and Work Session to hold final discussion on FY27 Budget. Second Meeting: Deadline to Approve FY27 Budget and if needed, Establish FY26 Committed Fund Balance						
Board Priorities		Board meeting: Approve Board Priorities for the coming year									Placeholder: Work Session: Review HR research into board priorities. Discuss initial list of proposed board priorities	Work Session: review final list of priorities.						
Onboarding New Board Members (as needed)		MSBA Summer Seminar.	Superintendent meets with school board candidates, with option to add a panel of three board members who are not up for reelection.		Assign mentor to new board members.	Mentor and sup begin onboarding process, once oath of office is signed. Monthly 1:1 meetings through the following December. Mentor and sup review Board Planning Document with new board members.	MSBA Leadership Conference. Phase I & II Trainings											
Policy		Monthly committee meetings to edit and review existing policy, as well as to add new policy. Monthly review meetings between policy committee chair and superintendent.																
Legislative		Self Nominate for the MSBA Delegate Assembly Review SCALE Legislative Priorities and provide feedback.			Legislative Committee develops BOE legislative platform and calendar of events based on State Bonding vs State Funding cycles. Identifies Federal advocacy goals. MSBA Pre-Delegate Assembly Release of local educational advocacy legislative priorities.	Legislative Committee presents BOE legislative platform in retreat setting to full BOE for input. At regular meeting, the final legislative platform is presented as a report. Legislative Forum MSBA Delegate Assembly Placeholder: Invitation to legislatures (as needed).	Advocacy calendar of events begins. Placeholder: Invitation to legislatures (as needed).		MSBA and AMSD Advocacy Days at the Capitol.		Advocacy efforts end.							

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