

Gatesville ISD

Board Activity Calendar

Month	Regular Meeting	Special Meeting/Event
January	• School board appreciation presentation • Return completed superintendent evaluation form to Board President • Superintendent evaluation • Superintendent's contract and salary • Review educational philosophy annually (2 months after election, and when new board members are added) • Review board operating procedures annually (2 months after election, and when new board members are added) • Review board activity calendar annually and distribute to all members when updated (2 months after election, and when new board members are added)	
February	• Public hearing on TAPR report (enclose report in BoardBook packet for members to review) • Administrator contract renewals (asst. supt., chief financial officer, principals, asst. principals, athletic director, asst. athletic director, band director) • School calendar approval for upcoming school year • Authorize Superintendent to hire professional personnel through end of August • Review superintendent evaluation procedures and instrument for next year.	• TASB Winter Governance and Legal Seminar
March	• Quarterly report • Instructional Materials Allotment and TEKS Certification • Teacher/professional contract renewals	
April	• Set summer school dates • Set summer school tuition for out-of-district students • Formative superintendent evaluation: Superintendent provide updates on board goals. Board offers feedback and clarification on goals. • Set cafeteria prices for upcoming school year	• TASB/ESC Region 12 Spring Workshop

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May	• Approve bank depository contract (odd years) • Set date for budget workshop • Set date for public budget & tax hearing • Selection of audit firm for past school year audit	• Graduation • Employee luncheons and service awards
June	• Quarterly report • Present/approve salary schedules • Preliminary EOC scores • Minimum grade requirements for student-athletes in advanced courses	• Summer Leadership Institute • Add upcoming school calendar to board packet
July	• Modified schedule/STAAR testing days waiver • Appraisers and appraisal calendar for T-TESS and T-PESS • Review campus handbooks for upcoming school year • Approve code of conduct for upcoming school year • Bids for property/casualty insurance (if up for renewal) • Interim (mid-year) superintendent evaluation: Superintendent will provide updates on goals. Board will offer informal feedback on performance. • Elect TASB delegate • Order general election	• Publish required notice to public of intent to adopt budget and set tax rate
August	• Bids for workers' compensation insurance (if up for renewal) • Approve adjunct teachers for 4-H	• New hire orientation • Benefits/Financial Fair & Community Welcome • Meet the teacher • Budget workshop • Final budget amendment • Notice of public meeting to discuss budget and proposed tax rate/public hearing • Adopt budget • Set tax rate • Designation of funds for capital projects
September	• Quarterly report • Approve contribution to Junior-Senior prom • Approve contribution to drug-free senior party • Delinquent tax collection report	• TASB/TASA Convention

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October	• Nomination of Coryell county appraisal district board of directors (every other year-two year term) • Set board meeting date to canvass election returns • Formative superintendent evaluation • Superintendent gains community input on district goals through DEIC. • Announcement of board training hours • Dissemination of the Framework for Governance Leadership (BBD-EXHIBIT)	
November	• Public meeting to discuss school FIRST rating • (TAPR) reports released to superintendents through TEASE site; public hearing must be held within 90 calendar days of release date • Annual review of GISD investment policy • Review and approve district/campus improvement plans • Board and Superintendent update and establish new district goals and review the status of long-term goals.	• Canvassing of election • Recognition of outgoing board members • Issue certificate of election • Sign statement of elected members • Administer oath of office to elected members • Reorganization of the board (election of officers) • Local orientation for new board members
December	• Quarterly report • Review/approve financial audit • Superintendent provides an update on the status of progress toward district goals. Board provides clarification and feedback to Superintendent. • Preliminary superintendent evaluation (Hand out superintendent evaluation forms & contract.)	