

**Union County College Corner Joint School District
Board of School Trustees**

Annual Monthly Action Calendar

Adopted: December 12, 2011

January

- Regular monthly meeting at College Corner Union School (annually)
- Any re-elected and or newly elected board members are sworn in
- Reception to recognize any outgoing board members and welcome any incoming
- Board Re-organization
 - Elect officers for the coming year July 1 to June 30
 - Elect ISBA Delegate
- Appointments for the coming year July 1 to June 30
 - Consider a recommendation to appoint corporation treasurer.
 - Consider a recommendation to appoint corporation deputy treasurer.
 - Consider a recommendation to appoint recording secretary for board meetings.
 - Consider a recommendation to appoint corporation legal counsel.
 - Consider a recommendation to appoint newspaper of record.
 - Consider a recommendation to appoint corporation's bank of deposit.
 - Consider a recommendation to establish dates, times, and locations of board meetings.
- Annual Meeting of the Board of School Trustees to organize as a Board of Finance
- Board Budget Committee meets
- Discussion regarding the subsequent school year school calendar
- Executive session to review Superintendent evaluation process and discuss progress on personal professional goals

February

- Executive Session to review teacher performance with building principals
- Board Buildings and Grounds Committee meets

March

- Budget – Continue any discussion regarding a possible reduction in staff

April

- Consider Student Handbook Revisions
- Executive session to review Superintendent evaluation process and discuss progress on personal professional goals

May

- Consider Textbook Adoption
- Executive session to review and complete superintendent's evaluation

OVER

June

- Consider Student Fees
- Reception for Corporation Retirees
- Executive session (second meeting of the month) to review performance of administrators – superintendent will have administrator evaluations completed by this time
- Senior Awards
- Commencement - **Sunday June 10, 2012 @ 1:30 pm (Millett Hall)**
- Budget – next calendar year budget process begins – review of budget calendar – first budget work session(s)

July

- Administrator contract renewals
 - Administrator pay increases
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August

- Adopt Annual Board Action Calendar
- Welcome back meeting for teachers and staff - first teacher workday
Friday, August 12, 2011 @ 8:00 am HS Auditorium
- Reception to welcome new hires

September

- Budget – Continue review – **Public Hearing – September 6, 2011**
- Budget (pay next calendar year) – **Adoption – September 19, 2011**
- Indiana School Board Association (ISBA) / Indiana Association of Public School Superintendents (IAPSS) Fall Conference is usually held the last week of September (**Monday, September 26 & Tuesday, September 27, 2011**)

October

- Report on ISTEP Results, PL221, and AYP

November

- Board Curriculum Committee meets

December

SCHOOL BOARD COMMITTEES

Collective Bargaining (meet as necessary)

Buildings and Grounds (meet in February and as necessary)

Transportation (Meet as necessary)

Budget (Meet in July and as necessary)

Curriculum (Meet in November and as necessary)

Policy (Meet in conjunction with NEOLA policy updates)

Realignment (Meet if necessary)

Administrative Salaries (Meet as necessary)

Non-certified Pay (Meet as necessary)