

## **Board of Education Planning Guide**

### **JULY**

- Bids ( fuel)
- Greyhound Passes (WHS Booster Club)
- PD Program Evaluation (Odd years – PD Committee/Supt.)
- Superintendent Goals
- Program Evaluation/Planning Guide Approval

### **AUGUST**

- Budget review (tax rate hearing; amendments)
- Gifted Program Evaluation (Even years – Principals/Supt.)
- Homeless/Migrant Program Evaluation ( Even years - Counselor)
- ELL/ESL/LEP Program Evaluation (Even years – Dir. of Federal Programs)
- Principal Goals

### **SEPTEMBER**

- APR/AYP report
- Federal Programs Evaluation (Annual review – Dir. of Federal Programs)
- Vocational Programs Evaluation (Annual review – Vocational teachers)
- Public Relations Program Evaluation (Odd years – Superintendent)
- Financial Disclosure (Ethics) (Even years – Superintendent)
- CSIP Quarterly Report

### **OCTOBER**

- Budget review (amendments)
- Annual fiscal audit report (Annual review - Board Secretary, Supt., Auditor)
- ASBR review ( Annual review - Board Secretary, Superintendent)
- Health Services Program Evaluation (Even years - District nurse)
- Parents as Teachers Program Evaluation (Even years - PAT staff, Supt.)
- Preschool Program Evaluation (Even years - Preschool Director, Principal)
- Transportation Program Evaluation (Annual review – Trans. Director, Supt.)
- Review teacher evaluations

### **NOVEMBER**

- Review district goals and objectives
- Discussion on academic calendar
- Instructional Effectiveness/Assessment Program Evaluation (Annual review – Principals, Superintendent)
- Library Media Program Evaluation (Even years - Media Specialists)

### **DECEMBER**

- Budget review (amendments)
- Review teacher evaluations
- Superintendent performance evaluation (closed session)
- Discussion on transportation contract renewal/bidding (2010, 2013, etc.)
- Annual School Report Card Presentation
- CSIP Quarterly Report

- Food Service Program Evaluation (Annual review – Supt., Food Service Dir.)
- Name Belcher Scholarship nominee

### **JANUARY**

- Proposed program changes for next school year
- Program evaluation: A+
- Action on superintendent's contract
- Technology Program Evaluation (Odd years – Supt., Technology Dir.)
- Action on academic calendar
- Review administrator evaluations

### **FEBRUARY**

- Budget review (amendments)
- Review teacher evaluations (note potential recommendations for non-renewal)
- Action on administrator contracts
- Approval on proposed changes for next school year
- At Risk Program Evaluation (Even years – Counselor, Principals, Supt. )
- Parent/Community Involvement Program Evaluation (Principals, Supt.)

### **MARCH**

- Summer school proposal (i.e. purpose and scope of program; anticipated staffing needs; meals; transportation; enrollment procedures; focus on changes)
- Review teacher evaluations
- Special Education Program Evaluation (Annual review – Sp. Education Director)
- Action on probationary teacher contracts
- CSIP Quarterly Report

### **APRIL**

- Review support staff evaluations
- School Climate Program Evaluation (Annual review - Maint. Dir., Princ., Supt.)
- Safety Program/Emergency Response & Intervention Program Evaluation (Even years – Main. Director, Principals, Safety Committee, Superintendent)

### **MAY**

- Approve career ladder participation for subsequent school year – if applicable
- Guidance & Counseling Program Evaluation (Odd years – Counselors)
- Career Education Evaluation (Odd years – Counselors/Admin.)

### **JUNE**

- Final Budget Approval
- CSIP Evaluation – (Annual review – Committee, Principals, Supt.)
- Wellness Program Evaluation (Annual review - Nurse, Prin., Food Service, Supt.)
- Facilities & Grounds Program Evaluation (Annual review- Maint. Director, Principals, Supt. )
- Board Goals