APPENDIX: Agenda Planning Schedule

Reference: GP 108: Meeting Planning

AGENDA PLANNING SCHEDULE

ITEM TO BE REVIEWED or APPROVED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Capital Outlay Summer Projects								X				
Report on Test Results for Prior Year	X											X
Student Fee Schedule		X										
Estimated Enrollment 1.0		X										
Sabbatical and Education Leave		X										
Board of Education Meeting Schedule			X									
Town Hall Meetings	To be decided annually with Board Meeting Schedule											
Title I Schools			X									
Non-Resident Fees				X								
School Starting and Ending Times				X								
Employee Compensation Review		X										
Employee Contract Ratification				X	X							
Budget Planning				X	X							
Budget Approval						X						
Boundary Changes								X	X	X	X	
Utah Consolidated Application Plan (CUSAP/UCA)									X	X		
Audit Report (CAFR)											X	
School Calendar												X
Superintendent and Business Administrator Contract Renewal Discussion (bi-annual/odd years)	X											
Superintendent and Business Administrator Contract Negotiations (bi-annual/odd years)					X							
Superintendent Evaluation (B/SC 204)										X	X	X
Business Administrator Evaluation (B/SC 205)												X
Open Meeting Law Training	X											
Review of GP, B/SC and EL Policies (see Policy Review Schedule)	X	X	X	X	X	X	X	X	X	X	X	X
Monitoring Reports (EL and E policies)	X					X	X		X	X		X
Board Self-Evaluation/Monitoring											X	