Sequoia Union High School District Governance Calendar

Other than legally required dates, each governance team should develop its own calendar. Timing of tasks and scheduling of special events depends on the culture and priorities or each district. What is important is that governance team members ensure they are fulfilling their governance responsibilities in a logical sequence (e.g. setting annual goals before setting budget priorities).

Job Area	July 2017	August 2017	September 2017	October 2017	November 2017	December 2017	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018
Effective Governance	7/28/17-Board Retreat	8/16/17-Governance Calendar 2017-18 8/30/17-Select dates for Board Study Sessions in December 2017 and February 2018 ——— Closed Session 8/16/17 and 8/30/17-Board / Supt. Goals	9/29/17, 12:35 p.m.-Board Visit, Woodside High School	10/6/17, 12:11 p.m.-Board Visit, Sequoia High School **10/28/17, Board Study Session-Governance First Quarter Progress Report**	11/3/17, 12:50 p.m.-Board Visit, Menlo-Atherton	12/15/17, 12:20 p.m.-Board Visit, Redwood High School Board Study Session-Governance & Protocols (December 13, 19, or 20, 2017)		2/2/18, 11:44 a.m.-Board Visit, Carlmont High School February-Board Study Session (2/5, 7, or 28/2018-Policies	3/16/18, 1:10 p.m.-Board Visit, East Palo Alto Academy ——— Closed Session 3/21/18-Supt's. Third-Quarter Progress Report	4/4/18 Board Meeting schedule for 2018-19 4/18/18 LCAP/Budget Study Session	5/9/18-Develop Goals for 2018-19 ——— Closed Session 5/9/18 and 5/23/18-Supt's. Evaluation	6/23, 25; 7/16, 18 or 20/2018-Retreat-Supt's. Evaluation and Goal Setting ——— Closed Session 6/13/18 and 6/27/18-Supt's. Evaluation and 2018-19 Goals
Setting Direction for the District, Community Relations , and Advocacy				10/11/17 Report on LCAP Goals	Student, Staff, Parent & Community Surveys 11/8/17? Possible Joint Special Board Meeting 11/15/17-Communication Plan	Student, Staff, Parent & Community Surveys	1/17/18-LCAP Community Engagement 1/31/18-LCAP Community Engagement	2/14/18-Update on LCAP & Community Engagement	3/21/18-Present Engagement Results; Gather Input on LCAP draft		5/23/18-Report on LCAP final draft	6/13/18-Public Hearing on LCAP 6/27/18-Approve SUHSD & EPAA LCAP

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Student Learning, Achievement & Student Support		8/30/17-Report on Opening of School Events	9/13/17 Summer School report 9/13/17-LEA Plan 2017-18 9/13/17-Report on SBAC results (pending) Update on ELPAC, Interim Assessment Blocks (tbd) 9/27/17-Res. on Sufficiency of Textbooks 9/27/17-Ninth-grade Math Placements 9/27/17-Report on Ninth-grade English Placements	10/25/17-Reports from Everest & Summit charter school 10/25/17-Report on TIDE Academy 10/11/17-Discuss & review Technology Master Plan 10/11/17-AVID 1:1 Chromebook Rollout	11/15/17-Report from Discipline Task Force	12/6/17-Update from Redwood HS Task Force (?)	1/17/18-Presentation of EL Master Plan 1/31/18-report on SUHSD & CA dashboards 1/31/18-report on CTEIG grant for Career Technical Education 1/31/18-East Palo Alto Academy Site Plan 1/31/18 Redwood HS Site Plan		3/7/18-M-A Site Plan 3/21/18-Woodside Site Plan 3/21/18-Report on Common Core—Curricu. Instruction, Tech., Accountability & Professional Development 3/21/18-TIDE Academy Update	4/4/18 Carlmont Site Plan 4/4/18-Sequoia HS Site Plan	5/23/18-Special Education report	
Finance & Business		8/30/17-Budget Dev. Calendar 2017-18	9/13/17-Unaudited Actuals report 2016-17		11/15/17-Enrollment report	12/6/17-Approve First Interim Report	1/31/18-Discuss "Functional Budget" (tbd)	2/14/18-Update on State Budget 2018-19 (Enrollment Projections)	3/7/18-Adopt first resolution for Maintenance Assessment District	*(Deadline for Budget input)*	5/9/18- Adopt resolution for Tax & Revenue Anticipation Notes	6/27/18-Adopt Proposed Budget

08/30/2017

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			9/13/17-Gann Limit resolution			12/6/17-Approve 2016-17 Financial Audit Report			3/7/18-Second Interim Report 3/21/18-Budget planning for 2018-19		5/9/18-Adopt resolution for Year-end Budget Transfers 5/23/18-Report on Governor's May Revise for 2018-19 5/23/18-Fund Balance Reserve	
Facilities				10/11/17-Update on Construction Projects				2/14/18-Update on General Obligation Bond Program		4/25/18-Update on Construction Projects		
Policy			9/27/17-Update & Adopt Board Policies	10/25/17-Update & Adopt Board Policies	11/15/17-Update & Adopt Board Policies	12/6/17-Update & Adopt Board Policies	1/31/18, Update & Adopt Board Policies	2/14/18-Update & Adopt Board Policies	3/21/18-Update & Adopt Board Policies	4/25/18-Update & Adopt Board Policies	5/23/18-Update & Adopt Board Policies	6/27/18-Update & Adopt of Board Policies
Human Resources			9/13/17-Committee on Assignment	10/25/17-Williams Quarterly Report			1/31/18-Williams Quarterly Report	2/14/18-Adopt resolution for Non-relects	3/7/18-Mental Health Services report 3/21/18-Sabbatical Leave Requests	4/4/18-Declaration of Need for Educators 4/25/18-Williams Quarterly Report	5/9/18-Designate CIF League Representatives for 2018-19	
Collective Bargaining								Closed Session-Conference with Labor Negotiators	Closed Session-Conference with Labor Negotiators	Closed Session-Conference with Labor Negotiators	Closed Session-Conference with Labor Negotiators	Closed Session-Conference with Labor Negotiators