| **School Council for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School** |
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|  **When** |  **What** |
| September | * Hold School Council Annual General Meeting (if not held end of year)
* Update School Council information on School’s website, including School Council Executive, meeting dates and times for the school year
* Review Alberta Education Assurance Measure Results and any local survey data, finalize 2023/24 school education plan
* Submit School Council Annual Report and School Council Financial Statement electronically and with all documents in .pdf format to Superintendent (suptoffice@rockyview.ab.ca) before Sept 30th
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| October | * October 26th, 2023 – Joint Board School Council Meeting
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| November |  |
| December |  |
| January | * Mid-year school education plan check-in
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| February |  |
| March | * March 14th , 2024 – Joint Board School Council Meeting
* Review Proposed School Fees
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| April | * ASCA Conference and AGM
* Review School Council Bylaws
* Review the Draft School Budget
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| May | * Late-year school education plan check-in
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| June | * Complete School Council Annual Report and share with School Council
* Hold School Council Annual General Meeting (if not held beginning of year)
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| Ongoing | * Populate work plan with school specific annual events & activities planning
* Keep School Council information up to date on school’s website
* Connect monthly with school principal to address emergent matters and to develop School Council’s meeting agenda
* Attend Regular Board Meetings when possible, see our website for listing of Board meeting dates and Zoom link - <https://www.rockyview.ab.ca/about_rvs/board_of_trustees/board_meeting>
* Encourage participation in RVS surveys
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