| **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](mailto:suptoffice@rockyview.ab.ca)) before Sept 30th |
| October | * October 26th, 2023 – Joint Board School Council Meeting |
| November |  |
| December |  |
| January | * Mid-year school education plan check-in |
| February |  |
| March | * March 14th , 2024 – Joint Board School Council Meeting * Review Proposed School Fees |
| April | * ASCA Conference and AGM * Review School Council Bylaws * Review the Draft School Budget |
| May | * Late-year school education plan check-in |
| June | * Complete School Council Annual Report and share with School Council * Hold School Council Annual General Meeting (if not held beginning of year) |
| 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 |