

## Comox Valley Schools (SD71)

### Board of Education 2026-27 Work Plan – Year at a Glance\*

Standing Committee Legend:  
Education & Policy Committee - blue  
Support Services Committee - purple  
Audit Committee - brown

Task	July	August	September	October	November	December
Approve		<ul style="list-style-type: none"> <li>➤ Accumulated Operating Reserve and Internally Restricted Funds</li> <li>➤ Board Committee Assignments</li> </ul>	<ul style="list-style-type: none"> <li>➤ Enhancing Student Learning Report (ESLR)</li> <li>➤ Auditor’s Annual Audit Report and Audited Financial Statements</li> <li>➤ Minor Capital Plan</li> <li>➤ Communications Plan</li> <li>➤ Executive Compensation Disclosure Report</li> <li>➤ Long-Range Facilities Plan</li> </ul>		<ul style="list-style-type: none"> <li>➤ Inaugural Meeting               <ul style="list-style-type: none"> <li>• Board Appointments</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Budget and Financial Planning Timelines</li> <li>➤ Statement of Financial Info. (SOFI) Report</li> </ul>
Review		<ul style="list-style-type: none"> <li>➤ Indigenous Education Enhancement Agreement (IEEA)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Year-end Reporting:               <ul style="list-style-type: none"> <li>➤ Annual Report</li> <li>➤ Indigenous Ed</li> <li>➤ Financial Statement Discussion &amp; Analysis</li> </ul> </li> <li>➤ School Start-up Report</li> <li>➤ School Growth Plans</li> </ul>	<ul style="list-style-type: none"> <li>➤ Enrolment and Staffing Update</li> <li>➤ Early Learning &amp; Childcare Report</li> <li>➤ Major Capital Projects Update</li> <li>➤ Pay Transparency Report</li> </ul>	<ul style="list-style-type: none"> <li>➤ Quarterly Reporting:               <ul style="list-style-type: none"> <li>• Education</li> <li>• Financials</li> </ul> </li> <li>➤ Public Interest Disclosure</li> </ul>	<ul style="list-style-type: none"> <li>➤ Equity in Action Update</li> </ul>
Complete				<ul style="list-style-type: none"> <li>➤ BCSTA Provincial Council</li> <li>➤ Executive Compensation Disclosure</li> <li>➤ Trustee Election</li> </ul>	<ul style="list-style-type: none"> <li>➤ Nov 30 – Dec 1: BCPSEA Symposium</li> <li>➤ Learning Sessions               <ul style="list-style-type: none"> <li>• Orientation</li> <li>• Code of Conduct</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Statement of Disclosure</li> <li>➤ BCPSEA Motions Due</li> </ul>
Engage	<ul style="list-style-type: none"> <li>➤ Jul 5: CSBA Conference</li> </ul>	<ul style="list-style-type: none"> <li>➤ Aug 29: CV Pride in the Park</li> </ul>	<ul style="list-style-type: none"> <li>➤ Chair Welcome Back Message</li> <li>➤ Sep 14: Terry Fox Run</li> <li>➤ Sep 30: National Day for Truth and Reconciliation</li> </ul>	<ul style="list-style-type: none"> <li>➤ TBD: VISTA Conference (fall)</li> <li>➤ Oct 5: World Teacher’s Day</li> <li>➤ TBD: Municipal Partner Meetings</li> <li>➤ Oct 10: World Mental Health Day</li> <li>➤ TBD: Student Voice</li> <li>➤ TBD: CVRD Elected Officials Forum</li> <li>➤ Oct 19-23: Consent Awareness Week</li> <li>➤ TBD: BCSTA Fall Provincial Council</li> <li>➤ Premier Award Nominees</li> </ul>	<ul style="list-style-type: none"> <li>➤ Welcome Letter from Newly Elected Board of Education</li> <li>➤ Nov 8: Indigenous Veterans Day</li> <li>➤ Nov 9-15: Rock your Mocs Week</li> <li>➤ Nov 11: Remembrance Day</li> <li>➤ Nov 26-28: BCSTA Trustee Academy</li> </ul>	<ul style="list-style-type: none"> <li>➤ Dec 3-5: FNESC Conference</li> <li>➤ TBD: Student Voice</li> <li>➤ Dec 6: National Day of Remembrance and Action on Violence Against Women</li> <li>➤ Attend School Winter Performances</li> <li>➤ Deserves a Smile (EDAS) Project Packaging Days</li> </ul>

Engagement with rightsholders, partner groups, employee groups, students, and the broader community occurs throughout the year and is not fully reflected here.

\* This work plan reflects the Board’s anticipated work for the year and may be amended as priorities, timelines, and emerging matters evolve.

Task	January	February	March	April	May	June
Approve	<ul style="list-style-type: none"> <li>Motions to BCSTA AGM</li> <li>Preliminary Ministry Annual Budget Recalculation Review</li> </ul>	<ul style="list-style-type: none"> <li>International School Fees</li> <li>Facility Rental Rates (if appl)</li> <li>Amended Budget</li> </ul>	<ul style="list-style-type: none"> <li>Annual Facilities Grant</li> <li>Enrolment Report</li> <li>Calendars for Next 3 Years</li> </ul>	<ul style="list-style-type: none"> <li>Capital Plan By-law</li> <li>Annual Facilities Grant Expenditure Plan</li> <li>Budget Bylaw 1st Reading</li> </ul>	<ul style="list-style-type: none"> <li>Budget Bylaw 2<sup>nd</sup> and 3<sup>rd</sup> Reading</li> <li>Student Fees</li> <li>Enrolment Report</li> </ul>	<ul style="list-style-type: none"> <li>Superintendent Annual Growth Plan Report</li> <li>Board Work Plan and Meeting Schedule</li> <li>Minor Capital Plan</li> <li>Appoint Auditor and Approve Audit Plan</li> <li>5-Year Major Capital Plan</li> </ul>
Review	<ul style="list-style-type: none"> <li>Safe Schools Report</li> <li>Superintendent Appraisal (if appl)</li> </ul>	<ul style="list-style-type: none"> <li>Quarterly Reporting:               <ul style="list-style-type: none"> <li>Education</li> <li>Financials</li> <li>Major Capital Projects Update</li> </ul> </li> <li>CCTV - Video Surveillance Annual Report</li> <li>Safe and Active Schools Program Update</li> <li>3-year Enrolment Estimates</li> </ul>	<ul style="list-style-type: none"> <li>Enrolment Projections Update</li> <li>Kindergarten Enrolment Update</li> </ul>	<ul style="list-style-type: none"> <li>Quarterly Reporting:               <ul style="list-style-type: none"> <li>Education</li> <li>Financials</li> <li>Major Capital Projects Update</li> </ul> </li> <li>'How Are We Doing Report'</li> <li>Local Education Agreement Update</li> <li>Preliminary Annual Budget</li> <li>Ministry Response to ESLR</li> </ul>	<ul style="list-style-type: none"> <li>Enrolment Update</li> <li>Review Board Governance</li> <li>Annual Carbon Neutral Action Report</li> <li>Accessibility Report</li> <li>Equity in Action Update</li> </ul>	<ul style="list-style-type: none"> <li>Quarterly Reporting:               <ul style="list-style-type: none"> <li>Education</li> <li>Financials</li> </ul> </li> <li>Anticipated Accumulated Reserve</li> <li>Multi-Year Financial Plan</li> <li>External Auditor's Audit Plan</li> <li>Internal School Audits</li> <li>Professional Development Report</li> <li>Year-End Board Comm/Council Reports</li> <li>Superintendent Compensation</li> </ul>
Complete	<ul style="list-style-type: none"> <li>BCPSEA AGM</li> <li>Jan 29: GM Trustee Rep</li> <li>Board Working Session</li> </ul>	<ul style="list-style-type: none"> <li>TBD: BCSTA Provincial Council</li> </ul>	<ul style="list-style-type: none"> <li>Consider candidates for Premier's Awards in Education</li> <li>TBD: VISTA Conference (Spring)</li> <li>Declaration of Related Party Transactions Involving ...</li> </ul>	<ul style="list-style-type: none"> <li>Apr 15-17: BCSTA AGM</li> </ul>	<ul style="list-style-type: none"> <li>Board Working Plan and Meeting Schedule</li> </ul>	<ul style="list-style-type: none"> <li>Trustee Remuneration</li> <li>Board Working Plan and Meeting Schedule</li> </ul>
Engage	<ul style="list-style-type: none"> <li>Robert's Rules of Order Workshop</li> </ul>	<ul style="list-style-type: none"> <li>TBD: Student Voice</li> <li>Municipal Partner Meetings</li> <li>Feb 24: Anti-Bullying Day (Pink Shirt Day)</li> <li>Budget Consultation with Rightsholders &amp; Partners</li> </ul>	<ul style="list-style-type: none"> <li>Mar 8: Int'l Women's Day</li> <li>Budget Consultation</li> <li>Mar 21: Int'l Day for the Elimination of Racism Discrimination</li> <li>Mar 31: National Indigenous Languages Day</li> </ul>	<ul style="list-style-type: none"> <li>Apr 22: Earth Day</li> <li>Apr 22: Admin Prof Days</li> <li>Apr 28: National Day of Mourning</li> </ul>	<ul style="list-style-type: none"> <li>May 3-9: Mental Health Awareness Week</li> <li>May 5: National Day of Awareness for Missing and Murdered Indigenous Women, Girls, and Gender Diverse People (Red Dress Day)</li> <li>TBD: Student Voice</li> <li>District-wide Indigenous Learning Day (May 15)</li> <li>May 22-24: Cumberland May Days</li> </ul>	<ul style="list-style-type: none"> <li>Grad/Year End Ceremonies</li> <li>National Indigenous Peoples Day (June 21)</li> <li>Acknowledgement letters to Valedictorians</li> </ul>