Supporting Each Other in a Changing World

Policy 4 Annual Board Work Plan 2023/24

- Board Meeting- First/Second Monday of each month except July and December
- All Committee Meetings - Second or Third Monday of the Month.

Month	Events	Action Items
July 2023	Website committee can work on upgrades and meet as able	Testing Online Course Social Media conference and membership Drive
August 2023	Website committee can work on upgrades and meet as able	Testing Online Course Social Media conference and membership Drive
September 2023	Sept 11 BOARD Meeting Sept 18th AGM Planning Committee	June Year End Report Prep AGM Report Select ***Spring Membership Meeting***
October 2023	Oct 2 Board Meeting, Stat Holiday Oct 20 EABCS Conference Oct 23 EABCS AGM	Oct 2 Financial Quarter 1 Report Oct 23 Annual Report
November 2023	Nov 13 Board Meeting Nov 20 Committee Meetings	Conference Review Committee Selection Chairs and Dates Follow up with Presenters
December 233	**Christmas Break No Meetings**	**EA Christmas Social?**
January 2024	Jan 8 Conference Committee 6PM Jan 8 EABCS Board Meeting 7 PM Jan 15 Committee Meetings	Start Select Speaker Selection Planning Feb/April Pro-D Jan 8 Financial Quarter 2 Report
February 2024	Feb 5th Conference/ Board Meeting Feb 12 Committee Meetings Friday Feb 16th Pro-d	Confirm Speakers
March 2024	March 4 Conference /Board March 4 ***Spring Membership Meeting*** March 11 Committee Meetings Spring Break March 15-30	Contracts for Speakers if needed

Prepared for the 2023/2024 School Year. Next update May2024 for 2024/25 School Year

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April 2024	April 8 Conference/Board April 15 Committee Meetings or ***Spring Membership Meeting*** Friday April 26 Pro-D	April 8 Financial Quarter 3 report
May 2024	May 6 Conference/Board May 13th Committee Meetings	
June 2024	Year end Board Meeting TBD -	

Month	Focus & Reports
July	Conference Registration/Social Media Campaign Collecting Data Membership Drive
August	Conference Registration/Social Media Campaign Collecting Data Membership Drive
September	Sponsorship and outreach Advertising for 2024 Conference Registration Membership Drive Select Spring Pro-D Theme, **in person and broadcasted!**
October	Sponsorship and outreach Advertising for 2024 Conference Registration Exit Survey with requests for presenters for 2024 AGM , 15-30 minute keynote, elections Committee Recruitment
November	Sponsorship and outreach Advertising for 2024 Conference Debrief Start planning Presenters for Feb-April Pro-D Committee Selection from Board and Membership
December	Thank you Letters

January	Sponsorship and outreach Start Search for October 2024 Presenter AA or ED starts budget process
February	Sponsorship and outreach
March	***Spring Membership Meeting*** to present budgets and committee reports possible guest speaker Have downloadable workshops available from either Sarah or Emily
April	***Spring Membership Meeting*** to present budgets and committee reports possible guest speaker Have downloadable workshops available from either Sarah or Emily
May	Have downloadable workshops available from either Sarah or Emily
June	Year end Wind Down,