



The Board of Education of School District No. 83 (North Okanagan-Shuswap)

BRIEFING NOTE

TO: Board of Education **DATE:** May 17, 2022
FROM: Dale Culler, Secretary-Treasurer
RE: **2022-23 Internal Administrative Calendar & Board Meeting Schedule**

Purpose

This briefing note is to propose the attached Internal Administrative Calendar and Board Meeting Schedule for adoption for the 2022-23 school year.

Background

All Regular Board Meetings will be held on the third Tuesday of each month, with the following exceptions:

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| September | Board Meetings will be held on the third Thursday of the month (September 15, 2022) due to the timing of the School Trustee Election campaign period (Sept. 17-Oct. 15, 2022) and to allow sufficient time for the 2022 Audited Financial Statements to be completed. |
| December | Board Meetings will be held on the second Tuesday of the month (December 13, 2022) due to Winter Break. |
| March | Board Meetings will be held on the second Tuesday of the month (March 14, 2023) due to Spring Break. |

In-camera Board Meetings will commence at 4:00pm and Regular Board Meetings will commence at 6:00pm. All In-camera and Regular Board Meetings will be held at the District Education Support Centre, with the following exceptions:

- January 17, 2023 – will be held at A.L. Fortune Secondary in Enderby
- February 21, 2023 – will be held at Pleasant Valley Secondary in Armstrong
- April 18, 2023 – will be held at Eagle River Secondary in Sicamous

The Internal Administrative Calendar notes the dates of Board standing committee meetings as well as partner association meetings and conferences, where dates are available. Board standing committee meetings are held monthly when school is in session, apart from December due to the timing of the incoming elected Board and in March due to Spring Break.

Recommendation

That the Board of Education adopt the 2022-23 Internal Administrative Calendar and Board Meeting Schedule, as presented.

Respectfully submitted,

Dale Culler

Dale Culler
Secretary-Treasurer