

Heartland Community Schools
BOARD OF EDUCATION
TENTATIVE ANNUAL CALENDAR OF MEETING TOPICS

- January
1. Review Board Member Policies & Responsibilities
 - A. Install New Members; Elect Officers
 - B. Board Committee Assignments
 2. Discuss Pending Legislation
 3. Transportation Needs
 4. Consider Summer Projects for Bidding Purposes
 5. Review Negotiation-Possible Approval
 6. Recognition of Teacher's Negotiation Representative
- February
1. Discuss Pending Legislation
 3. Consider School Calendar for Following Year
 4. Review Enrollments
 5. Review Bids for Summer Projects
 6. Review ESU Program Services
 7. Consider Principal Contracts
- March
1. Discuss Pending Legislation
 2. Review ESU Program Services
 3. Take Reduction in Force Action if Necessary; Staffing Recommendations
 4. Set Administrators' Salaries
- April
1. Discuss Legislation
 2. Discuss Support Staff Package Increase
 3. FBLA Request to Attend National Convention
- May
1. Consider Major Equipment and Furniture Requests
 2. Review Legislation
 3. Preliminary Budget Review
 4. Consider Handbook Revisions
- June
1. Budget Review
 2. Review and Implement Evaluation Procedures for Board of Education, Superintendent of Schools and Teachers
 3. Schedule Special Budget Work Session
 4. Solicit Insurance Bids (if necessary, usually every 3 years)
 5. Set Tuition Costs
 6. Set Transportation Costs for Tuition and Option Enrollment Students
 7. Set Substitute Pay
 8. Set Hot Lunch Prices
 9. Set Admission Prices to School Activities
- July
1. Budget Review
 2. Consider Audit Bids – if necessary
 3. Review Summer Projects
 4. Consider Insurance Bids
 5. Set Date for Budget Hearing in August
 6. Hearing on Student Fees Policy
 7. Hearing on Parent Involvement Policy
 8. Hearing on Anti-Bullying Policy
 9. Review Transportation Annual Report
 10. Appoint Superintendent as Heartland's Federal and State Programs Representative

- August
1. Announce Upcoming NASB District Meetings – Superintendent’s Report
 2. Review Summer Projects
 3. Appoint Negotiation Team for Teacher Negotiation
- September
1. Hold Budget Hearing
 2. Property Tax Request Hearing
 3. Review Enrollment
 4. Policy Review
 5. Review Year End Reports of All Funds
 6. Hold Hearing and Set Tax Levy Rates as Required
 7. FFA Request to Attend National Convention
 8. Tax Request Resolution
- October
1. Board of Education Self Evaluation
 2. Review of Drug Prevention Policies (Odd Years)
 3. Consider Acceptance of Audit Report
 4. Appoint NASB Voting Delegate/LRN Representative
 5. Delegate Assembly/NASB-LRN Board Input
 6. Negotiations Begin
- November
1. Discuss NASB/NASA Convention Plans
 2. Superintendent’s Evaluation
 3. Schedule a Meeting for New Board Member Orientation
 4. Multi-Cultural Curriculum Update
 5. Schedule Board Retreat
 6. Review Negotiations
- December
1. Convention Reports
 2. Review District Goal Progress
 3. Consider Curriculum Changes for Next School Year
 4. Five Year Revised Plan for Facilities/Major Maintenance Projects (review)
 5. Review Negotiations
 6. Review Annual Report to Patrons