

HALE AREA SCHOOLS BOARD OF EDUCATION ACTIVITY CALENDAR

July – December

July

New Board Members Take Office
Election of Officers
Establish, Date, Time, Place of Board Meetings
Establish Depository of School Funds
Establish Law Firm
Establish Audit Firm
Maintain Membership with MASB
District Financial Reports
Administrative Reports
Elect MASB Board Member

August

Appointment of Board Committees
New Board Member Conference
Board Retreat/Workshop
District Financial Reports

September

Introduce New Staff Members to Board
Superintendent/Board of Education Goals
Snow Removal RFP
District Financial Reports
Administrative Reports
Approval of Michigan Readiness Program
Special School Reports/Updates
Quarterly Report (FS or Trans or AD or Sp Ed)

October

District Financial Reports
Administrative Reports
MASB Fall Conference
Award Snow Removal Bids
Special School Reports/Updates
CASBA Meeting

November

Special School Reports/Updates
Teacher Probationary/Tenure Status
Recommendations (mid-year hires)
District Financial Reports
Approval of Annual Audit Report
Approval of Fundraisers and Field Trips

December

Summer Tax Annual Resolution
District Financial Reports
Administrative Reports
Lawn Maintenance RFP
Special School Reports/Updates
Quarterly Report (FS or Trans or AD or Sp Ed)

January – June

January

Superintendent's Evaluation
MASB Mid-Winter Conference
Special School Reports/Updates
Award Lawn Maintenance Bids
District Financial Reports
Administrative Reports
Budget Adjustments
Board of Education Recognition
Set Board Election Day

February

Superintendent's Contract
Principal Evaluations
Special School Reports/Updates
District Financial Reports
Administrative Reports
Principal Recognition
CASBA Meeting

March

Principal Contracts
Special School Reports/Updates
District Financial Reports
Administrative Reports
Quarterly Report (FS or Trans or AD or Sp Ed)

April

State Assessment Results (MEAP)
Teacher Probationary/Tenure Status
Recommendations
Special School Reports/Updates
District Financial Reports
Administrative Reports
Budget Adjustments
Summer Tax Collection Contracts

May

School Calendar
School Election
Special School Reports/Updates
District Financial Reports
Administrative Reports
School of Choice Continuation

June

End of Year Bills
Proposed General Fund, Food Service,
Athletic and Debt Service Budgets
District Financial Reports
Administrative Reports
Quarterly Report (FS or Trans or AD or Sp
Ed)
MHSAA Membership