

**Woodside Elementary School District**  
**Proposed Governance Calendar for the 2016-2017 School Year as of 11/9/2016**

*Subject to review and modification at each regularly scheduled School Board Meeting*

	<b>August 22, 2016</b>	<b>September 13, 2016</b>	<b>October 11, 2016</b>	<b>November 9, 2016</b>
<b>Governance Team Effectiveness</b>	<ul style="list-style-type: none"> <li>• Superintendent's Goals</li> <li>• Review &amp; Approve Governance Calendar</li> <li>• Communications Discussion</li> <li>• Board Self-Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• CSBA Conference Discussion 11/30-12/3, San Francisco</li> <li>• Communications Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Communications Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Board Retreat Discussion</li> <li>• Communications Discussion</li> </ul>
<b>Setting Direction: Strategic Goals</b>		<ul style="list-style-type: none"> <li>• Strategic Planning Update</li> </ul>		<ul style="list-style-type: none"> <li>• Review 2016-17 Site Council Goals – Draft SPSA</li> <li>• Strategic Planning Update</li> <li>• Stanford GSE Research Project</li> </ul>
<b>Student Learning: Curriculum, Instruction &amp; Assessment</b>	<ul style="list-style-type: none"> <li>• Principal Updates</li> <li>• Enrollment Update</li> <li>• 2016-2017 PD Update</li> </ul>		<ul style="list-style-type: none"> <li>• Instructional Tech Report</li> <li>• CAASPP</li> <li>• Student Council Sales Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Community Service Report</li> <li>• Design Program Report</li> </ul>
<b>Fiscal Stewardship</b>	<ul style="list-style-type: none"> <li>• May &amp; June Warrants &amp; Payroll</li> <li>• May &amp; June Financial Statement</li> <li>• June Investment Report for County of San Mateo Investment Pool</li> <li>• 2015-2016 Salary Schedules</li> </ul>	<ul style="list-style-type: none"> <li>• Unaudited Actuals Report</li> <li>• Gann Limit Resolution</li> </ul>	<ul style="list-style-type: none"> <li>• July, August &amp; September Warrants &amp; Payroll</li> <li>• July, August &amp; September Financial Statement</li> <li>• Debt Schedule Report</li> <li>• Developer Fee Annual Report</li> <li>• Parcel Tax Renewal Update</li> </ul>	<ul style="list-style-type: none"> <li>• October Warrants &amp; Payroll</li> <li>• October Financial Statement</li> <li>• Oct. Investment Report for County of San Mateo Investment Pool</li> <li>• Preschool Enrollment &amp; Budget Update</li> <li>• Parcel Tax Renewal Update</li> </ul>
<b>Human Resources</b>	<ul style="list-style-type: none"> <li>• Personnel Update</li> </ul>	<ul style="list-style-type: none"> <li>• Personnel Update</li> <li>• Teacher Tenure Celebration</li> </ul>	<ul style="list-style-type: none"> <li>• Personnel</li> </ul>	<ul style="list-style-type: none"> <li>• Personnel</li> </ul>
<b>Policy &amp; Compliance</b>	<ul style="list-style-type: none"> <li>• Williams Quarterly Report</li> <li>• Interdistrict Transfer Request</li> <li>• SELPA Resolution</li> </ul>	<ul style="list-style-type: none"> <li>• Interdistrict Transfer Request</li> <li>• Instructional Materials Resolution</li> <li>• 1<sup>st</sup> Reading: 2015-16 Policy Updates</li> </ul>	<ul style="list-style-type: none"> <li>• Williams Quarterly Report</li> <li>• Second Reading: Policy Updates for 2015-16</li> </ul>	
<b>Facilities</b>	<ul style="list-style-type: none"> <li>• Facilities Master Plan Update               <ol style="list-style-type: none"> <li>a. Summer 2016 Progress</li> <li>b. Bond Program Budget</li> <li>c. Sellman AC</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>• Facilities Master Plan               <ol style="list-style-type: none"> <li>a. Project Status Updates</li> <li>b. S&amp;H Change Order</li> <li>c. Middle School Roofing Report</li> <li>d. Facility Use Fees</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>• Facilities Master Plan Update               <ol style="list-style-type: none"> <li>a. WRNS Sellman Updates</li> <li>b. Projects Status Updates</li> <li>c. S&amp;H Final Change Order</li> <li>d. S&amp;H Notice of Completion</li> <li>e. XL Notice of Completion</li> <li>f. Budget Update</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>• Facility Use Fee Structure</li> <li>• Facility Master Plan Update               <ol style="list-style-type: none"> <li>a. Sellman HVAC Update</li> <li>b. Sellman AV Update</li> <li>c. Middle School Roof Repairs</li> <li>d. MNA Agreement</li> <li>e. Project Updates</li> <li>f. Budget Update</li> </ol> </li> </ul>
<b>Collective Bargaining</b>	<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiations- Sunshine Intent to Bargain 2016-17</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiations- Sunshine Proposals for 2016-17</li> </ul>

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	<b>December 6, 2016</b>	<b>January Retreat</b>	<b>January 19, 2017</b>	<b>February 7, 2017</b>	<b>March 7, 2017</b>
<b>Governance Team Effectiveness</b>	<ul style="list-style-type: none"> <li>• Board Organization</li> <li>• Communications Discussion</li> <li>• Odd to Even Election Year Workshop</li> </ul>		<ul style="list-style-type: none"> <li>• Communications Discussion</li> <li>• Superintendent's Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Communications Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Communications Discussion</li> </ul>
<b>Setting Direction: Strategic Goals</b>	<ul style="list-style-type: none"> <li>• Approve SPSA</li> </ul>	<ul style="list-style-type: none"> <li>• Strategic Plan Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• School Calendar 2017-2018</li> <li>• TK-8 School Schedule 2017-18</li> <li>• Strategic Planning Update</li> </ul>	<ul style="list-style-type: none"> <li>• Superintendent Goals – Mid-Year Review</li> <li>• School Calendar 2017-2018</li> </ul>	<ul style="list-style-type: none"> <li>• Strategic Planning Update</li> </ul>
<b>Student Learning: Curriculum, Instruction &amp; Assessment</b>	<ul style="list-style-type: none"> <li>• Readers/Writers Update</li> <li>• Device Use Agreement</li> </ul>		<ul style="list-style-type: none"> <li>• Preschool Program 2017-2018</li> <li>• Differentiation Report</li> <li>• Enrollment &amp; Staffing</li> </ul>	<ul style="list-style-type: none"> <li>• ELA/Math Instructional Expectations</li> <li>• Social Studies Curriculum Review</li> </ul>	<ul style="list-style-type: none"> <li>• Overnight Field Trips 2017-18</li> <li>• Academic Program Update</li> <li>• Science Curriculum Review</li> </ul>
<b>Fiscal Stewardship</b>	<ul style="list-style-type: none"> <li>• November Warrants &amp; Payroll</li> <li>• November Financial Statement</li> <li>• 1<sup>st</sup> Interim Budget</li> <li>• 2015-2016 Audit</li> </ul>		<ul style="list-style-type: none"> <li>• Dec. Warrants, Payroll &amp; Financial Statement</li> <li>• Annual Adjustments</li> </ul>	<ul style="list-style-type: none"> <li>• January Warrants &amp; Payroll</li> <li>• January Financial Statement</li> <li>• December Investment Report for County of San Mateo</li> <li>• STRS Early Retirement Incentive Resolution</li> </ul>	<ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Interim Budget</li> <li>• February Warrants &amp; Payroll</li> <li>• Feb. Financial Statement</li> </ul>
<b>Human Resources</b>	<ul style="list-style-type: none"> <li>• Personnel</li> </ul>		<ul style="list-style-type: none"> <li>• Williams Quarterly Report</li> <li>• Personnel: Review Status of Probationary &amp; Temporary Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• Accept Seniority List for Cert. Personnel</li> <li>• Review Status of Probationary and Temporary Teachers</li> </ul>	<ul style="list-style-type: none"> <li>• Review Recommendations for Probationary and Temporary Teachers for 2017-2018</li> </ul>
<b>Policy &amp; Compliance</b>	<ul style="list-style-type: none"> <li>• First Reading: 2016-17 Policy Updates</li> </ul>		<ul style="list-style-type: none"> <li>• Second Reading: 2016-17 Policy Updates</li> </ul>	<ul style="list-style-type: none"> <li>• Approve SARC Report</li> </ul>	<ul style="list-style-type: none"> <li>• Interdistrict Transfers</li> </ul>
<b>Facilities</b>	<ul style="list-style-type: none"> <li>• Facilities Master Update</li> <li>• CBOC Annual Report</li> </ul>				
<b>Collective Bargaining</b>	<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>		<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>

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	<b>April 4, 2017</b>	<b>May 16, 2017</b>	<b>June 6, 2017</b>	<b>August 2017</b>
<b>Governance Team Effectiveness</b>	<ul style="list-style-type: none"> <li>• Communications Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Review &amp; Approve Board Meeting Dates for the 2017-18 School Year</li> <li>• Superintendent's Evaluation</li> <li>• Communications Discussion</li> </ul>	<ul style="list-style-type: none"> <li>• Board Self-Evaluation</li> <li>• Communications Discussion</li> <li>• Superintendent's 2017-2018 Goals</li> </ul>	
<b>Strategic Goals Setting Direction</b>		<ul style="list-style-type: none"> <li>• Strategic Planning Update</li> </ul>	<ul style="list-style-type: none"> <li>• Strategic Goals – Highlights for 2017-18</li> </ul>	
<b>Student Learning: Curriculum, Instruction &amp; Assessment</b>	<ul style="list-style-type: none"> <li>• LCAP 2016-2017 Findings</li> <li>• SEL Update</li> <li>• Middle School Schedule 2017-18</li> <li>• Review High School Placement Information</li> </ul>	<ul style="list-style-type: none"> <li>• Public Hearing: 2017-2018 Local Control &amp; Accountability Plan-Draft</li> <li>• Technology Program Update</li> <li>• Design Program Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• LCAP Approval</li> <li>• Summer 2017 Professional Development</li> </ul>	
<b>Fiscal Stewardship</b>	<ul style="list-style-type: none"> <li>• March Warrants &amp; Payroll</li> <li>• March Financial Statement</li> <li>• March Investment Report</li> <li>• TRAN Resolution</li> </ul>	<ul style="list-style-type: none"> <li>• Public Hearing: 2017-18 Budget</li> <li>• Public Hearing: GF Reserve Levels</li> <li>• April Warrants &amp; Payroll</li> <li>• April Financial Statement</li> <li>• Year End Budgetary Increase &amp; Transfers Resolution</li> </ul>	<ul style="list-style-type: none"> <li>• Adopt Budget 2017-2018</li> <li>• Parcel Tax Resolution 2017-18</li> <li>• May Warrants &amp; Payroll</li> <li>• May Financial Statement</li> <li>• Consolidated Application</li> </ul>	
<b>Human Resources</b>		<ul style="list-style-type: none"> <li>• Declaration of Need</li> <li>• Personnel (closed session)</li> </ul>	<ul style="list-style-type: none"> <li>• Personnel (closed session &amp; consent)</li> </ul>	
<b>Policy &amp; Compliance</b>	<ul style="list-style-type: none"> <li>• Interdistrict Transfers</li> <li>• Williams Quarterly Report</li> <li>• Form 700 Statements</li> </ul>	<ul style="list-style-type: none"> <li>• First Reading: 2016-17 Policy Updates</li> </ul>	<ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Reading: Approve 2016-17 Policies</li> </ul>	
<b>Facilities</b>				
<b>Collective Bargaining</b>	<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiations Update</li> </ul>	