

## 2024 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

A = Annual Report

P = Policy Metric Report

Q = Quarterly Report

| #  | Due Date      | Committee/Board    | Subject  | Responsibility of                     |
|----|---------------|--------------------|--|---------------------------------------|
| 1  | January (A)   | Corporate Services | Annual Chief Financial Officer Overview                              | Chief Financial Officer and Treasurer |
| 2  | February (A)  | Corporate Services | Multi-Year Financial Forecast  | Chief Financial Officer and Treasurer |
| 3  | March (A)     | Corporate Services | Budget Framework and Consultation Plan                               | Chief Financial Officer and Treasurer |
| 4  | March (A)     | Corporate Services | Consensus Student Enrolment Projections                              | Associate Director Corporate Services |
| 5  | March (A/P)   | Corporate Services | Transportation Annual Report and S.T.01 Transportation Policy Metric | Associate Director Corporate Services |
| 6  | April (A)     | Corporate Services | Ministry Funding Overview  | Chief Financial Officer and Treasurer |
| 7  | April (Q)     | Corporate Services | Mid-Year Budget Status Report  | Chief Financial Officer and Treasurer |
| 8  | May (A)       | Corporate Services | Preliminary Budget Estimates   | Chief Financial Officer and Treasurer |
| 9  | June (P)      | Corporate Services | B.R.01 Rental of Surplus School Space and Properties Policy Metric   | Associate Director Corporate Services |
| 10 | June (A)      | Corporate Services | Recommended Budget Estimates   | Chief Financial Officer and Treasurer |
| 11 | June (A)      | Corporate Services | Delegated Authority Report   | Chief Financial Officer and Treasurer |
| 12 | September (A) | Corporate Services | Delegated Authority Update Report                                    | Chief Financial Officer and Treasurer |
| 13 | September (A) | Corporate Services | Annual Procurement Plan  | Chief Financial Officer and Treasurer |
| 14 | September (A) | Corporate Services | Capital Program Update   | Associate Director Corporate Services |

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|           |               |                    |  |   |
|-----------|---------------|--------------------|--|---|
| <b>15</b> | October (Q)   | Corporate Services | Budget Update: Enrolment and Staffing                                | Chief Financial Officer<br>and Treasurer  |
| <b>16</b> | October (A)   | Corporate Services | Trustee Honorarium Report  | Chief Financial Officer<br>and Treasurer  |
| <b>17</b> | October (A)   | Corporate Services | Capital Renewal Program Report                                       | Associate Director<br>Corporate Services  |
| <b>18</b> | November (A)  | Corporate Services | Audited Financial Statements   | Chief Financial Officer<br>and Treasurer  |
| <b>19</b> | November (P)  | Corporate Services | Enrolment Report and S.A.01 Admission<br>and Placement Policy Metric | Associate Director<br>Corporate Services  |
| <b>20</b> | December (A)  | Corporate Services | Revised Budget Estimates   | Chief Financial Officer<br>and Treasurer  |
| <b>21</b> | December (A)  | Corporate Services | Annual Legal Fees Report   | Chief Financial Officer<br>and Treasurer  |
| <b>22</b> | December (A)  | Corporate Services | Annual Investment Report   | Chief Financial Officer<br>and Treasurer  |
| <b>23</b> | December (A)  | Corporate Services | Annual Audit Committee Report  | Chief Financial Officer<br>and Treasurer  |
| <b>24</b> | February (A)  | Regular Board      | School Year Calendar   | Associate Director<br>Academic Services   |
| <b>25</b> | March (A)     | Regular Board      | Preliminary Staffing Projections Report                              | AD Academic Services<br>and CFO/Treasurer |
| <b>26</b> | September (P) | Regular Board      | A.06 Advocacy Policy Metric  | Chief Financial Officer<br>and Treasurer  |
| <b>27</b> | October (P)   | Regular Board      | H.M.33 Acceptance of Hospitality or Gifts<br>Policy Metric           | Chief Financial Officer<br>and Treasurer  |
| <b>28</b> | November (A)  | Regular Board      | Ongoing Exit and Entry Student Survey                                | Associate Director<br>Corporate Services  |
| <b>29</b> | November (A)  | Regular Board      | Annual Calendar of Meetings  | Director of Education                     |
| <b>30</b> | November (A)  | Regular Board      | Multi-Year Strategic Plan Annual Report                              | Director of Education                     |

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| <b>31</b> | December (A)  | Regular Board       | Director's Annual Report   | Director of Education                     |
| <b>32</b> | January (A)   | Student Achievement | Equity Action Plan Annual Report                                 | Director of Education                     |
| <b>33</b> | January (A)   | Student Achievement | Annual Mental Health and Wellbeing Report                        | Associate Director<br>Academic Services   |
| <b>34</b> | January (P)   | Student Achievement | A.36 Accessibility Standards Policy Metric                       | Associate Director<br>Academic Services   |
| <b>35</b> | February (P)  | Student Achievement | S. 19 External Research Policy Metric                            | Associate Director<br>Academic Services   |
| <b>36</b> | March (A)     | Student Achievement | The Angel Foundation for Learning Annual Report and Presentation | Associate Director<br>Academic Services   |
| <b>37</b> | April (A)     | Student Achievement | Annual EPAN Schools Allocations                                  | AD Academic Services<br>and CFO/Treasurer |
| <b>38</b> | April (A)     | Student Achievement | Non-Resident VISA Student Fees                                   | AD Academic Services<br>and CFO/Treasurer |
| <b>39</b> | May (A)       | Student Achievement | Ratification of Student Trustee Nominees                         | Associate Director<br>Academic Services   |
| <b>40</b> | June (P)      | Student Achievement | B.B.04 Smoke & Vapour Free Policy Metric                         | Associate Director<br>Academic Services   |
| <b>41</b> | September (P) | Student Achievement | H.M.40 Fair Practice in Hiring and Promotion Policy Metric       | Associate Director<br>Academic Services   |
| <b>42</b> | September (A) | Student Achievement | Community Advisory Committees Report                             | Associate Director<br>Academic Services   |
| <b>43</b> | September (P) | Student Achievement | H.M.14 Harassment and Discrimination Policy Metric               | Associate Director<br>Academic Services   |
| <b>44</b> | September (P) | Student Achievement | H.M.19 Conflict Resolution Policy Metric                         | Associate Director<br>Academic Services   |
| <b>45</b> | September (P) | Student Achievement | T.07 Community Engagement Policy Metric                          | Director of Education                     |
| <b>46</b> | September (P) | Student Achievement | A.37 Communications Policy Metric                                | Director of Education                     |

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| <b>47</b> | October (P)<br>(5 Year Cycle) | Student Achievement | International Languages Program Report<br>(Next Reporting Date of October 2027)                                       | AD Academic Services<br>and CFO/Treasurer |
| <b>48</b> | October (A)                   | Student Achievement | Board Improvement and Equity Plan (BIEP)  | Associate Director<br>Academic Services   |
| <b>49</b> | October (A/P)                 | Student Achievement | S.22 Religious Accommodation Policy<br>Metric   | Associate Director<br>Academic Services   |
| <b>50</b> | October (A)                   | Student Achievement | Student Trustees: Voices that Challenge -<br>CSLIT  | Associate Director<br>Academic Services   |
| <b>51</b> | November (A/P)                | Student Achievement | Annual Safe Schools Report and<br>S.S.12 Fresh Start Policy Metric  | Associate Director<br>Academic Services   |
| <b>52</b> | November (A)                  | Student Achievement | Annual EQAO and OSSLT Assessments<br>Report   | Associate Director<br>Academic Services   |
| <b>53</b> | November (A)                  | Student Achievement | K-12 Professional Development Plan for<br>Student Achievement and Well-Being  | Associate Director<br>Academic Services   |
| <b>54</b> | November (A)                  | Student Achievement | CPIC Annual Report  | Associate Director<br>Academic Services   |
| <b>55</b> | November (P)                  | Student Achievement | Elementary Catholic School Leadership<br>Impact Team Policy Metric ECSLIT   | Associate Director<br>Academic Services   |
| <b>56</b> | November (P)                  | Student Achievement | S.24 Combined (Split) Grade Classes for<br>Elementary Schools Policy Metric   | Associate Director<br>Academic Services   |
| <b>57</b> | December (A/P)                | Student Achievement | Accountability Framework for Special<br>Education and S.P.01 Special Education<br>Programs and Services Policy Metric | Associate Director<br>Academic Services   |
| <b>58</b> | December (P)                  | Student Achievement | S.10 Catholic School Parent Council Policy<br>Metric  | Associate Director<br>Academic Services   |
| <b>59</b> | December (A)                  | Student Achievement | Staff CPIC Annual Report  | Associate Director<br>Academic Services   |