

MAIN TOPICS AND TIMELINE GUIDELINES FOR THE CHAIRPERSON
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September	<ul style="list-style-type: none"> ➤ Final meeting for previous GB to approve annual report and submit to the School Board (if not completed in June) (S. 82) ➤ Call general assembly of parents to elect members (S. 47) ➤ Establishment of the meeting dates or approval of the calendar of meetings
October	<ul style="list-style-type: none"> ➤ First meeting of new GB ➤ Decision about fund-raising activities for the year ➤ Election of the chairperson and the secretary (S. 56) ➤ Review of Rules of Internal Management ➤ Appoint community reps (S. 42.5) ➤ Adoption of the GB's annual operating budget (S. 66)
November	<ul style="list-style-type: none"> ➤ Follow-up on the annual school budget (S. 95) ➤ Review of the educational project (S. 75) ➤ Inform the community on the educational project (S. 83)
December	<ul style="list-style-type: none"> ➤ Periodic review of educational project (S. 74) ➤ Review rules of conduct and safety measures (S. 76) ➤ Budget Building consultation begins (S. 96.22)
January	<ul style="list-style-type: none"> ➤ Approve implementation of Basic School Regulation (S. 82) ➤ Approval of time allocation for compulsory and elective subjects (S. 86)
February	<ul style="list-style-type: none"> ➤ Criteria for the selection of the school principal (S. 79) ➤ Follow-up on the annual school budget
March	<ul style="list-style-type: none"> ➤ Consultation on textbooks and instructional materials for the following year (if necessary) (S. 84) ➤ Review the GB composition and request change (if necessary) (S. 43)
April	<ul style="list-style-type: none"> ➤ Establishment of principles for determining the cost of consumables and approval of the list of materials such as paper, pencils, etc. to be charged to parents or students (S. 77.1) ➤ Major School Changes begins (if applicable) (S. 212)
May	<ul style="list-style-type: none"> ➤ Approval of the programming of educational activities for the following year (field trips, etc.) ➤ Adopt proposed school budget in preparation for next year and submit to the Board (S. 95) ➤ Approve school fees (S. 77.1) ➤ Approval of the rules of conduct and safety measures for the following year proposed by the principal (S. 76)
June	<ul style="list-style-type: none"> ➤ Prepare and adopt the GB end-of-year financial report (S. 82) ➤ Prepare and adopt the GB annual report (S. 82)