



Linden Unified School District – Governance Calendar

Job Area	July	August	September	October	November	December	January	February	March	April	May	June
Effective Governance (Board of Trustees)	Declaration of Need for Fully Qualified Educators (DES) Superintendent Evaluation Planning(Sept)	Resolu.- Approving Assignments Outside Credential Classification (HR) Resolu. - Mello Roos CFD #1(CBO) Superintendent Evaluation Planning (Sept)	Superintendent Annual Evaluation Resolu. – Week of the School Administrator (Oct)(Sup) Resolu. – Textbook Sufficiency (Sup)		Designate Organizational Meeting Date County Orientation for New Board Members Board Self Evaluations	Organizational Meeting Approval of Board Meeting Schedule			Certificated Layoff Resolution	Resolu.- Teacher & Classified Appreciation Week (May)(Sup)	Recognition of Retirees Final Resolution of Certificated Layoffs (Sup) Student Trustee Elections and Recognition for Outgoing Student Trustees	Resolu. Authorizing Signatures
Setting Direction for the District (Superintendent)												Budget/LCAP Approval Priorities & Goals for Next Year Projected Enrollment
Student Learning & Achievement (Director of Educational Services)	Williams Quarterly Rpt		WASC Action Plan	Williams Quarterly Rpt	LCAP local Measures & Metrics		Williams Quarterly Rpt WASC Action Plan			Williams Quarterly Rpt	WASC Action Plan	Public Hearing for Budget/LCAP
Policy			Annual Review of IDA Policy 5116.1									
Finance (Chief Business Officer)	Annual ADA Report Due		Unaudited Actuals and Current Budget Revisions Gann Limit Resolution			1 st Interim Budget & Budget Revisions School Facility Fees Accounting Report	Audit Report Cert of Corrective Action/Audit Findings P1 Attendance Report Budget Workshop #1	Audit Certification Independent Auditor Selection Form – 3 year contract	2 nd Interim Budget & Revisions Budget Workshop #2 Certificate of Corrective Action Selection of Independent Auditors	P2 Attendance Report		Resolution for Year-end Transfers EPA Spending Plan Public Hearing for Budget/LCAP
Facilities		Quarterly Update on Work in Progress		Site Facilities Walk	Quarterly Update on Work in Progress			Quarterly Update on Work in Progress Summer Plan - Facilities			Quarterly Update on Work in Progress	



Linden Unified School District – Governance Calendar

Job Area	July	August	September	October	November	December	January	February	March	April	May	June
Human Resources	Coaching – Spring Evaluations & Assignments (HR/HS)				Annual Brd Updt on BP 4113-Teacher Certifications by site ie..STSP, PIPs etc							
Collective Bargaining			Initial Proposals for ALE & CSEA									
Site Administration (Principals)	Williams Quarterly Rpt	Coaching – Spring Evaluations & Assignments (HR/HS)	WASC Action Plan	Williams Quarterly Rpt		SPSAs	Williams Quarterly Rpt WASC Action Plan Employee Non-Reelect Recommendations Coaching – Fall Evaluations & Assignments (HS/HR)		Budget Requests for new school year due.	Williams Quarterly Rpt Athletic Director Report/Athletes Handbook (HS/AD) Coaching – Winter Evaluations & Assignments (HR/HS)	List of Graduates WASC Action Plan	Approve Annual Notification to Parents (Dir Student Svcs)