

Title: Annual Plan for the Board

Approval by: The Board

The Board shall hold five ordinary meetings per year. The agenda for these meetings shall include the topics shown in the following table:

Meeting	Month	Topics
1	Feb	Annual accounts, review appropriate use of funds. Annual report. Marketing plans
2	April	Competence dev., staffing plans, health & safety
3	May	Admittance practice. Psycho-social environment.
4	Sep	Quality: Review governing doc., quality audit, quality of education, pending non-conformances and cases
5	Nov	Budget, elect auditor, school fees, strategic plan

Strategic plans should be 4-year plans with biannual revisions. As well as yearly action plans to be presented to the Board.

The month specified in the table is indicative only and may be changed when scheduling dates for board meetings. If any of the indicated topics is not covered at the given meeting, the Board shall decide when this topic will be covered and minute the decision.

Extra meetings may be called if needed. Other topics than the ones shown above may be covered, both at ordinary and extra meetings.