

Board Calendar Conventions

The following conventions are used when creating the Board calendar. This is a living document that will be adjusted as new conventions are identified or existing conventions need to be modified.

Foundational Conventions

- School Board meetings are held every other Thursday. If there is a conflict the meeting will be held the next Thursday without a conflict and the alternate week schedule will proceed from that date.
- The first board meeting of the year is held the first week of school (traditional calendar)
- The last board meeting of the year is held before the Juneteenth holiday
- The school board does not meet on days the division is closed (division holidays), but may be held on student holidays

Support of the ACPS budget process

- There will always be a Board meeting on the last Thursday of December prior to winter break to support the budget process. This will either be a regular board meeting, or if there would not be a meeting that day based on the alternate week calendar convention, a special called meeting focused strictly on budget items.

Accommodations for outside organizations

- Avoid scheduling a meeting on the date of the Alexandria Democratic Committee dinner, typically the Thursday before Memorial Day.
- School Board Meetings will not be held during VSBA Annual Convention (currently in November).

Retreats and Work Sessions

- The Board holds 4 board development sessions a year. These are typically on Thursday evenings.
 - August
 - October
 - February
 - April
- A special board development session is held within two weeks of the induction of a new board member(s)
- The Board holds Work Sessions on Thursday evenings where there isn't a board development session or Board meeting. These are scheduled as part of the calendar adoption but may be canceled if there is no content.

Special Board Meetings

- Organizational meeting held the first Thursday in July, but not on the week of the 4th of July
- Induction meeting of a newly elected board is the first school day after the City Council inducts its members. This is the only business at this meeting.

Board Calendar Conventions

Committee Meetings

- Joint City Council School Board Subcommittee Meetings on 4th Monday of each month during the school year except when in conflict with a holiday.
- There are three new Board committees (Operational Excellence, Governance, and Strategy) whose meeting dates will be added once those dates are established.