



ANCHORAGE INDEPENDENT BOARD OF EDUCATION

Annual Calendar

School Year 2024-2025	School Year 2025-2026
<p>July 2024</p> <ul style="list-style-type: none"> • July 1 - New school year & fiscal year begins. • Superintendent to notify all teachers no later than 45 days before the first student day of school of the best estimate of salary to be paid that year. • July 25 - District to submit Annual Financial Report to KDE • School Office is closed • Review enrollment • Report of School/District Activity Funds • Annual Donation Report to Board • Annual Attendance Report to Board • Second Reading & approval of revised Board policies 	<p>July 2025</p> <ul style="list-style-type: none"> • July 1 - New school year & fiscal year begins. • Superintendent to notify all teachers no later than 45 days before the first student day of school of the best estimate of salary to be paid that year. • July 25 - District to submit Annual Financial Report to KDE • School Office is closed • Review enrollment • Report of School/District Activity Funds • Annual Donation Report to Board • Annual Attendance Report to Board • Second Reading & approval of revised Board policies
<p>August 2024</p> <ul style="list-style-type: none"> • Approve School-Wide Fundraising Projects • Report on Opening of School • Integrated Pest Management Notice in Board News • Council Report 	<p>August 2025</p> <ul style="list-style-type: none"> • Approve School-Wide Fundraising Projects • Report on Opening of School • Integrated Pest Management Notice in Board News • Review & Discuss IMPACT Survey Data (every other year) • Council Report
<p>September 2024</p> <ul style="list-style-type: none"> • September 30 - Submit Working Budget to KDE • Public Hearing on Property Tax Rate • Approve Property Tax Rate • Approve Property Tax payment terms • Approve Motor Vehicle Tax Rate • Approve Final Working Budget • Appoint Evaluation Appeals Committee • Review Effectiveness & Efficiency of District Operations • Council Report • Formative Evaluation of Superintendent 	<p>September 2025</p> <ul style="list-style-type: none"> • September 30 - Submit Working Budget to KDE • Public Hearing on Property Tax Rate • Approve Property Tax Rate • Approve Property Tax payment terms • Approve Motor Vehicle Tax Rate • Approve Final Working Budget • Appoint Evaluation Appeals Committee • Review Effectiveness & Efficiency of District Operations • Council Report • Formative Evaluation of Superintendent • Essential Workplace Ethics Program Review (every other year)

<p>October 2024</p> <ul style="list-style-type: none"> • Review & accept audit report • Superintendent renews agreement for Benefits Program • Council Annual Report • Advertise Annual Financial Statement • Review progress toward delivery targets for student proficiency, college/career readiness, & closing the achievement gap 	<p>October 2025</p> <ul style="list-style-type: none"> • Review & accept audit report • Superintendent renews agreement for Benefits Program • Council Annual Report • Advertise Annual Financial Statement • Review progress toward delivery targets for student proficiency, college/career readiness, & closing the achievement gap
<p>November 2024</p> <ul style="list-style-type: none"> • School Board Elections • Submit requests for inclusion in next FY Budget Drafts • Prepare Anchorage Prints & Julep Cup (Sally Wilson) for outgoing Board Members - to be presented at Dec. Meeting • Periodic surveillance of Asbestos Containing Building Materials (ACBM) - 6 mos. assessment due • Review CEP - Certified Evaluations Plan • Three Year Asbestos Inspection completed in 2023, due again in November 2026 • Council Report 	<p>November 2025</p> <ul style="list-style-type: none"> • Submit requests for inclusion in next FY Budget Drafts • Periodic surveillance of Asbestos Containing Building Materials (ACBM) - 6 mos. assessment due • Review CEP - Certified Evaluations Plan • Three Year Asbestos Inspection completed in 2023, due again in November 2026 • Council Report • Note - no election for this year
<p>December 2024</p> <ul style="list-style-type: none"> • Curriculum Update • Formative Evaluation of Superintendent • Approve CDIP/CSIP • Review enrollment projections & ECE projections for next school year • Approve school calendar for next school year (2 years is possible) • WHAS Grant Approval • Set year-round staff holiday schedule 	<p>December 2025</p> <ul style="list-style-type: none"> • Curriculum Update • Formative Evaluation of Superintendent • Approve CDIP/CSIP • Review enrollment projections & ECE projections for next school year • Approve school calendar for next school year (2 years is possible) • WHAS Grant Approval • Set year-round staff holiday schedule
<p>January 2025</p> <ul style="list-style-type: none"> • Approve Lawn Care Service Contract • New Board Member training - official oath of office given then - ceremonial can be done at Board Meeting • New Board Member documentation sent to appropriate offices • Elect chair & vice-chair • Assignment of Responsibilities (City Council Liaison, APTA Liaison, School Council Liaison, Legislative Contact, Review Invoices) 	<p>January 2026</p> <ul style="list-style-type: none"> • Approve Lawn Care Service Contract • No new members to Board this year • Elect chair & vice-chair • Assignment of Responsibilities (City Council Liaison, APTA Liaison, School Council Liaison, Legislative Contact, Review Invoices) • Set times/dates for 2025 School Board Meetings • Review preliminary draft of next school year's budget

<p>January 2025 Cont.</p> <ul style="list-style-type: none"> • Set times/dates for 2025 School Board Meetings • Review preliminary draft of next school year's budget • Provide input to Principal for School Calendar for the upcoming school year • Report of School/District Activity Funds Wellness Plan • CARE, Inc. - Annual Meeting to elect officers • Review Annual Reports of the Corporation • Council Report 	<p>January 2026 Cont.</p> <ul style="list-style-type: none"> • Provide input to Principal for School Calendar for the upcoming school year • Report of School/District Activity Funds Wellness Plan • CARE, Inc. - Annual Meeting to elect officers • Review Annual Reports of the Corporation • Council Report
<p>February 2025</p> <ul style="list-style-type: none"> • Budget process continues • Report of summer library/summer offerings • Superintendent may begin to appoint employees for the upcoming school year • Strategic Plan Report • Council Report 	<p>February 2026</p> <ul style="list-style-type: none"> • Budget process continues • Report of summer library/summer offerings • Superintendent may begin to appoint employees for the upcoming school year • Strategic Plan Report • Council Report
<p>March 2025</p> <ul style="list-style-type: none"> • Report on Delinquent Tax Payers • School's Tentative Activity Fund Budget • Review District Insurance • OVEC Annual Report of Activities • Approve OVEC, KPC, & JCPS bids • Approve revisions to current School Calendar, if needed • Council Report • Retirement Eligibility Report • High Quality Instruction Resource Plan Progress Report • Formative Evaluation of Superintendent • Master Schedule 	<p>March 2026</p> <ul style="list-style-type: none"> • Report on Delinquent Tax Payers • School's Tentative Activity Fund Budget • Review District Insurance • OVEC Annual Report of Activities • Approve OVEC, KPC, & JCPS bids • Approve revisions to current School Calendar, if needed • Council Report • Retirement Eligibility Report • High Quality Instruction Resource Plan Progress Report • Formative Evaluation of Superintendent • Master Schedule
<p>April 2025</p> <ul style="list-style-type: none"> • Superintendent must provide written notice of non-renewal of each limited contract certified employee whose contract will not be renewed for the following school year (Deadline May 15/90 days prior to first student day of school in the upcoming school year) • Selection of an auditor • School Principal's Combining Budget 	<p>April 2026</p> <ul style="list-style-type: none"> • Superintendent must provide written notice of non-renewal of each limited contract certified employee whose contract will not be renewed for the following school year (Deadline May 15/90 days prior to first student day of school in the upcoming school year) • Selection of an auditor • School Principal's Combining Budget

<p>April 2025 Cont.</p> <ul style="list-style-type: none"> • Declaration of Emergency to employ substitute teachers (Cannot be completed prior to March 1 of the previous school year) • Prepare Anchorage Prints for retiring/resigning staff and for outgoing APTA president • Council Report • High Quality Instructional Resource Selection Committee Report • Professional Development Plan 	<p>April 2026 Cont.</p> <ul style="list-style-type: none"> • Declaration of Emergency to employ substitute teachers (Cannot be completed prior to March 1 of the previous school year) • Prepare Anchorage Prints for retiring/resigning staff and for outgoing APTA president • Council Report • High Quality Instructional Resource Selection Committee Report • Professional Development Plan
<p>May 2025</p> <ul style="list-style-type: none"> • Ninety days before the first student day of the next school year, the Superintendent must provide written notification of any reduction of responsibilities or salary to affected employees • Adopt a Tentative School Activity Fund Budget • Approve the following salary schedules: Certified, Classified, Substitute Teacher, & Extra Duty Pay • Approve Tentative Budgets • Approve Bond of Treasurer • Approve the following fee schedules: facility rental, school/activity participation, MS Chromebook, lunch prices • Superintendent's Evaluation - <i>Closed session to have preliminary discussions, returning to open session to have/adopt/discuss written summative evaluation</i> • Periodic surveillance of Asbestos Containing Building Materials (ACBM) - 6 mos. assessment due • Annual Reports to Secretary of State - District Finance Corporations, Anchorage Public School Community & Alumni Association, Inc., & Community of Anchorage Rallies for Education, Inc. • Council Report 	<p>May 2026</p> <ul style="list-style-type: none"> • Ninety days before the first student day of the next school year, the Superintendent must provide written notification of any reduction of responsibilities or salary to affected employees • Adopt a Tentative School Activity Fund Budget • Approve the following salary schedules: Certified, Classified, Substitute Teacher, & Extra Duty Pay • Approve Tentative Budgets • Approve Bond of Treasurer • Approve the following fee schedules: facility rental, school/activity participation, MS Chromebook, lunch prices • Superintendent's Evaluation - <i>Closed session to have preliminary discussions, returning to open session to have/adopt/discuss written summative evaluation</i> • Periodic surveillance of Asbestos Containing Building Materials (ACBM) - 6 mos. assessment due • Annual Reports to Secretary of State - District Finance Corporations, Anchorage Public School Community & Alumni Association, Inc., & Community of Anchorage Rallies for Education, Inc. • Council Report

June 2025

- 30 days prior to the first student day of school, certified & classified staff are to give written notification to the Superintendent indicating that they do not accept employment for the coming school year.
- *June 30* - School Year & Fiscal Year ends
- Update Annual Board Calendar
- Approve various summer bids (if available)
- Approve High Quality Instructional Resource Plan
- Approve Bond of Depository (odd number calendar years)
- Approve Tax Revenue Anticipation Notes (TRAN), if applicable
- Annual KDE District Statement of Assurance
- First Reading of proposed Board policy changes
- Approve School-Wide Fundraising projects/Activity budgets
- Review of School Council Plan & accompanying Anchorage Independent Committee Structure diagram

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