Volunteers of America Community Education and Development Corporation
Board of Directors Calendar 2024-2025

August – October 2024

1. ~~Unaudited Financials~~
2. **Test Scores (Analysis)**
3. **Board Recruitment**
4. **Financial Performance Report (Revenues, Expenses, Current, Forecast)**
5. **Election of Officers**
6. **Discuss the formation of Board Committees**
7. **Annual Board Planning Session (Early July)**
8. **Approve External Audit**
9. **Discuss Potential Fundraising project (include parents on planning and determination and consider fundraising project to foster enrollment**
10. **Quarterly Progress Report: Enrollment, Financial Performance Status, and Student Achievement**
11. **Review and Discuss Board Training**
12. **Develop Success Benchmarks for Board**
13. **Develop Parent Satisfaction Survey**
14. **Board Member Recruitment**
15. **Brown Act Training**
16. **Fiscal Training**

November – January 2025

1. **Approve 1st Interim Financial Report**
2. **New Member Board Orientation**
3. **Quarterly Property Progress Reports: Enrollment, Financial Performance, and Student Achievement**
4. **Approve Consolidated Application For Federal Funding**
5. **Present Audit Report to Ballington Board**
6. **Present Audit Report to El Centro Board**
7. **Conflict of Interest Disclosure Forms**
8. **Develop Board Assessment Tool**
9. **PC 700 Forms Completed**

February – April 2025

1. **Approve 2nd Interim Financial Report**
2. **Quarterly Property Progress Reports: Enrollment, Financial Performance, Student Achievement**
3. **Approval of Auditor**
4. **Safety Plan**
5. **EL Plan**

May – July 2025

1. **Approve Budget 2024-2025**
2. **LCAP Approval**
3. **Quarterly Property Progress Reports: Enrollment, Financial Performance, Student Achievement**
4. **Approve Consolidated Application Federal Funding**