

January 1, 2024

All Day	FYI - Cloe Vacation -- Acting ADM
12:00 AM - 12:00 AM	CZ Vacation - Melanie acting -- Dec 21 - Jan 1
All Day	Mary Shaw - vacation -- a/ADM Stacey Wilkerson
All Day	MRS Vacation -- Dec 23 - Jan 5
All Day	Cloe - Vacation -- Kiersten Fisher acting
All Day	Brad - vacation
All Day	Karla's Vacation (Dec 27 to Jan 5)
All Day	Denise - vacation
All Day	Patti - Vacation -- Shannon Renault acting
12:00 AM - 12:00 AM	MGL Vacation -- Jan 1 - Jan 14
All Day	stat

January 2, 2024

All Day	FYI - Cloe Vacation -- Acting ADM Please See Above
12:00 AM - 12:00 AM	Mary Shaw - vacation -- a/ADM Stacey Wilkerson Please See Above

January 2, 2024 Continued

All Day	MRS Vacation -- Dec 23 - Jan 5	Please See Above
All Day	Cloe - Vacation -- Kiersten Fisher acting	Please See Above
All Day	Brad - vacation	Please See Above
All Day	Karla's Vacation (Dec 27 to Jan 5)	Please See Above
All Day	Denise - vacation	Please See Above
12:00 AM - 12:00 AM	Patti - Vacation -- Shannon Renault acting	Please See Above
All Day	MGL Vacation -- Jan 1 - Jan 14	Please See Above
12:00 AM - 12:00 AM	Jenn - Vacation -- Danielle Carter-Sullivan acting	Personal Information
12:00 AM - 12:00 AM	Erica Vacation -- Acting - Roseanne Sovka	
12:00 AM - 12:00 AM	KK Vacation - Sandra back up	
12:00 AM - 12:00 AM	Melanie - Vacation -- Jan 2 - Jan 5	
12:00 AM - 12:00 AM	Vacation	

January 3, 2024

All Day	FYI - Cloe Vacation -- Acting ADM	Please See Above
All Day	MRS Vacation -- Dec 23 - Jan 5	Please See Above
All Day	Cloe - Vacation -- Kiersten Fisher acting	Please See Above
All Day	Brad - vacation	Please See Above

January 3, 2024 Continued

All Day	Karla's Vacation (Dec 27 to Jan 5)	Please See Above
12:00 AM - 12:00 AM	Denise - vacation	Please See Above
All Day	MGL Vacation -- Jan 1 - Jan 14	Please See Above
All Day	Jenn - Vacation -- Danielle Carter-Sullivan acting	Please See Above
All Day	Erica Vacation -- Acting - Roseanne Sovka	Please See Above
All Day	KK Vacation - Sandra back up	Please See Above
All Day	Melanie - Vacation -- Jan 2 - Jan 5	Please See Above
All Day	Vacation	Please See Above
9:00 AM - 9:30 AM	DM Wkly - PR Check-in --	Personal Information

January 4, 2024

All Day	FYI - Cloe Vacation -- Acting ADM	Please See Above
All Day	MRS Vacation -- Dec 23 - Jan 5	Please See Above
All Day	Cloe - Vacation -- Kiersten Fisher acting	Please See Above
All Day	Brad - vacation	Please See Above
All Day	Karla's Vacation (Dec 27 to Jan 5)	Please See Above
All Day	MGL Vacation -- Jan 1 - Jan 14	Please See Above
All Day	Jenn - Vacation -- Danielle Carter-Sullivan acting	Please See Above
All Day	Erica Vacation -- Acting - Roseanne Sovka	Please See Above
All Day	KK Vacation - Sandra back up	Please See Above
All Day	Melanie - Vacation -- Jan 2 - Jan 5	Please See Above

January 4, 2024 Continued

All Day	Vacation	Please See Above
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January 5, 2024

12:00 AM - 12:00 AM	FYI - Cloe Vacation -- Acting ADM	Please See Above
12:00 AM - 12:00 AM	MRS Vacation -- Dec 23 - Jan 5	Please See Above
12:00 AM - 12:00 AM	Cloe - Vacation -- Kiersten Fisher acting	Please See Above
12:00 AM - 12:00 AM	Brad - vacation	Please See Above
12:00 AM - 12:00 AM	Karla's Vacation (Dec 27 to Jan 5)	Please See Above
All Day	MGL Vacation -- Jan 1 - Jan 14	Please See Above
All Day	Jenn - Vacation -- Danielle Carter-Sullivan acting	Please See Above
12:00 AM - 12:00 AM	Erica Vacation -- Acting - Roseanne Sovka	Please See Above
12:00 AM - 12:00 AM	KK Vacation - Sandra back up	Please See Above
12:00 AM - 12:00 AM	Melanie - Vacation -- Jan 2 - Jan 5	Please See Above
12:00 AM - 12:00 AM	Vacation	Please See Above
All Day	Security Concern	
3:00 PM - 4:00 PM	Appt	

January 6, 2024

All Day	MGL Vacation -- Jan 1 - Jan 14	Please See Above
All Day	Jenn - Vacation -- Danielle Carter-Sullivan acting	Please See Above
2:00 PM - 3:00 PM	appt	

January 7, 2024

All Day	MGL Vacation -- Jan 1 - Jan 14	Please See Above
All Day	Jenn - Vacation -- Danielle Carter-Sullivan acting	Please See Above

January 8, 2024

All Day	MGL Vacation -- Jan 1 - Jan 14	Please See Above
All Day	Jenn - Vacation -- Danielle Carter-Sullivan acting	Please See Above
All Day	Personal Information	
8:00 AM - 8:15 AM	Daily Exec Update -- Microsoft Teams Meeting	
8:30 AM - 9:30 AM	CZ/Melanie: Touch Base --	Personal Information
9:30 AM - 10:00 AM	Weekly DMO Check-in --	Personal Information
10:00 AM - 10:30 AM	Sandra/Melanie check in re: correspondence --	Personal Information
10:30 AM - 11:00 AM	Melanie/Trish Check in --	Personal Information
11:00 AM - 11:30 AM	block	
11:30 AM - 12:00 PM	DM Mtg: Distinctions Based Legal Advice	Personal Information Teams if needed
12:00 PM - 1:00 PM	Lunch	
12:15 PM - 1:00 PM	appt	

January 8, 2024 Continued

1:30 PM - 2:00 PM	Assoc DM Mtg re: PDP Exec Sponsor Update -- Teams
2:30 PM - 3:00 PM	IEC Mtg w/ Tom McCarthy -- Teams
3:00 PM - 4:00 PM	Minister's Council -- Teams
4:00 PM - 5:00 PM	Do not book - hold/urgent mtgs
7:00 PM - 7:30 PM	

January 9, 2024

All Day	MGL Vacation -- Jan 1 - Jan 14 Please See Above
All Day	Jenn - Vacation -- Danielle Carter-Sullivan acting Please See Above
All Day	Personal Information
All Day	Tricia Vacation Personal Information
8:00 AM - 8:15 AM	Daily Exec Update -- Microsoft Teams Meeting
8:15 AM - 9:00 AM	Education for Human Flourishing Leadership Lab: BC planning meeting -- Zoom
9:00 AM - 10:00 AM	Melanie/Mary Weekly 1:1 Security Concern Teams
9:35 AM - 11:00 AM	ADM Steering Committee -- Microsoft Teams Meeting
10:00 AM - 10:30 AM	Melanie/Eleanor - Touch base -- Security Concern
11:00 AM - 11:25 AM	ED Update -- Teams
12:00 PM - 1:00 PM	Lunch

January 9, 2024 Continued

1:00 PM - 1:30 PM	ECC/DAS/PSFS Mtg: Action Plan Commitments re: Indigenous-Specific Racism -- Teams
1:30 PM - 2:00 PM	Update - cell phones -- Microsoft Teams Meeting
2:00 PM - 3:00 PM	Exec: DRIPA/Reconciliation -- Teams ; ^{Security Concern}
4:00 PM - 4:30 PM	DM Mtg: MC Follow up: Anti SOGI ^{Security Concern} and Teams
4:30 PM - 5:30 PM	Do not book - hold/urgent mtgs

January 10, 2024

All Day	MGL Vacation -- Jan 1 - Jan 14 Please See Above
All Day	Jenn - Vacation -- Danielle Carter-Sullivan acting Please See Above
7:30 AM - 8:30 AM	Melanie: Wkly Check-in ^{Security Concern} Teams
8:30 AM - 9:00 AM	call chris
9:00 AM - 9:30 AM	block - discuss Minister Beare w/Eleanor
9:30 AM - 10:00 AM	Assoc DM Mtg w/ Colin Reid: Re-introduction -- Teams
10:15 AM - 10:45 AM	DM Wkly - PR Check-in -- ^{Security Concern}
11:00 AM - 11:30 AM	Rohan/Robyn check in -- Microsoft Teams Meeting
11:30 AM - 12:00 PM	block
12:00 PM - 12:30 PM	Lunch

January 10, 2024 Continued

12:45 PM - 1:00 PM Melanie/Cloe/Dani/Meghan D - Cell phones -- teams

1:00 PM - 2:30 PM Executive Committee ^{Security Concern} and Teams

2:30 PM - 3:30 PM Melanie & Angie Weekly 1:1 -- ^{Security Concern}

3:30 PM - 4:00 PM Christina/Bobbi Monthly 1:1 -- Teams

4:00 PM - 5:00 PM Do not book - hold/urgent mtgs

January 11, 2024

All Day MGL Vacation -- Jan 1 - Jan 14
Please See Above

All Day Jenn - Vacation -- Danielle Carter-Sullivan acting
Please See Above

All Day ^{Personal Information}

7:30 AM - 8:00 AM 1:1 w/Jan Unwin (bi-weekly) -- Microsoft Teams Meeting

8:00 AM - 8:15 AM Daily Exec Update -- Microsoft Teams Meeting

8:30 AM - 9:00 AM Assoc DM - HPST Leadership Program -- Microsoft Teams Meeting

9:15 AM - 9:45 AM PO/ECC/PSFS re: Indigenous-Specific Racism Review -- Teams

10:00 AM - 10:30 AM Assoc DM Check in w/ Gino & Meghan -- Teams

10:30 AM - 11:00 AM Kate McCabe - Mentoring -- change to teams

11:00 AM - 12:00 PM Leadership Culture Advisory Committee (LCAC) - 2024 Kickoff meeting -- Microsoft Teams Meeting

12:00 PM - 1:00 PM Lunch

January 11, 2024 Continued

1:00 PM - 1:30 PM	Melanie/Patti - Staffing -- Microsoft Teams Meeting
1:30 PM - 2:00 PM	Melanie/Trish Check In -- <small>Security Concern</small>
2:00 PM - 2:30 PM	AG, PDE briefing Proposed legislation Safe School Zone <small>Security Concern</small> Microsoft Teams Meeting
2:30 PM - 3:00 PM	Wkly DM PB - CC Project Board -- Teams
3:00 PM - 3:15 PM	Assoc DM Mtg re: Jan 23 - UK Dept. of Education and CC Facilities Tour Agenda <small>Security Concern</small> or Teams
4:00 PM - 5:00 PM	Do not book - hold/urgent mtgs
4:00 PM - 4:30 PM	MS & CZ touch base on various -- <small>Security Concern</small>

January 12, 2024

All Day	MGL Vacation -- Jan 1 - Jan 14 Please See Above
12:00 AM - 12:00 AM	Jenn - Vacation -- Danielle Carter-Sullivan acting Please See Above
All Day	<small>Security Concern</small>
9:00 AM - 9:30 AM	EDU follow-up -- MS Teams
9:30 AM - 10:00 AM	Melanie/Angie Check in -- <small>Security Concern</small>
10:00 AM - 10:45 AM	Melanie/Reid Biweekly Education Strategy -- Teams
11:00 AM - 11:30 AM	Assoc DM PB re: Monthly All Staff on Jan 17 -- Teams
11:30 AM - 12:00 PM	Assoc DM - Review Placeholder Success Strategy PPT -- Microsoft Teams Meeting; <small>Security Concern</small> <small>Security Concern</small>

January 12, 2024 Continued

12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Assoc DM PB re: Indigenous Specific Racism Review Technical Table on Jan 15 -- Teams
2:00 PM - 2:45 PM	Melanie & Mariam - Mentorship -- switch to teams
4:00 PM - 5:00 PM	Do not book - hold/urgent mtgs

January 13, 2024

All Day	MGL Vacation -- Jan 1 - Jan 14	Please See Above
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January 14, 2024

12:00 AM - 12:00 AM	MGL Vacation -- Jan 1 - Jan 14	Please See Above
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January 15, 2024

12:00 AM - 12:00 AM	Sandra - annual leave
7:00 AM - 8:00 AM	Meeting With Christina
8:00 AM - 8:15 AM	Daily Exec Update -- Microsoft Teams Meeting
9:00 AM - 9:30 AM	DM Mtg - Review Population Growth Options -- Microsoft Teams Meeting
9:30 AM - 11:30 AM	January BCTF/Ministry Monthly Meeting- 2023-24 School Year -- Microsoft Teams Meeting
10:30 AM - 12:00 PM	FYI - Technical Working group mtg
11:30 AM - 12:00 PM	block

January 15, 2024 Continued

12:00 PM - 12:30 PM	Lunch
12:30 PM - 1:00 PM	Assoc DM Check in re: Technical Table - Indigenous Specific Racism Review -- Teams
1:00 PM - 1:30 PM	Assoc DM: Sector Roll-out Plans -- Microsoft Teams Meeting
1:30 PM - 2:00 PM	block
2:00 PM - 2:30 PM	Melanie/Karla Check in re: Estimates TOC -- <small>Security Concern</small>
2:30 PM - 3:00 PM	Check-in w/ Mary -- In person ; <small>Security Concern</small>
3:00 PM - 3:30 PM	block
3:30 PM - 4:00 PM	CZ/Melanie/Jenn - Check in/Early Learning -- <small>Security Concern</small>
4:30 PM - 5:30 PM	Do not book - hold/urgent mtgs

January 16, 2024

All Day	Sandra - annual leave Please See Above
7:30 AM - 8:30 AM	Child Care Project Board -- Teams
8:30 AM - 9:00 AM	DM/Assoc DM Mtg re: OECD HPST Vancouver -- Teams; <small>Security Concern</small>
9:00 AM - 9:15 AM	Daily Exec Update -- Microsoft Teams Meeting
9:30 AM - 10:00 AM	block

January 16, 2024 Continued

10:00 AM - 12:00 PM	Understanding and Mitigating Unconscious Bias for Executives - ITEM-2299-1 -- Zoom Meeting
11:00 AM - 11:25 AM	ED Update -- Teams
12:30 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	block
1:30 PM - 3:00 PM	People Leaders Forum - Cultivating Safe Spaces - Session #1 -- Zoom
2:00 PM - 2:30 PM	Assoc DM - Exec Reconciliation Training Next Steps -- Microsoft Teams Meeting
3:00 PM - 4:00 PM	Minister's Council -- Teams
4:00 PM - 5:00 PM	Do not book - hold/urgent mtgs

January 17, 2024

All Day	Sandra - annual leave	Please See Above
7:30 AM - 8:30 AM	Melanie: Wkly Check-in ^{Security Concern}	Teams
8:30 AM - 9:00 AM	DM Wkly - PR Check-in -- Teams	
9:00 AM - 9:30 AM	Melanie/Eleanor Monthly 1:1 -- In person ^{Security Concern}	Teams
9:30 AM - 11:00 AM	9:30 Learning Advisory Board	
9:30 AM - 10:00 AM	Call Alison Ogden - VSB	
10:00 AM - 10:30 AM	BLOCK	

January 17, 2024 Continued

10:30 AM - 12:30 PM	ECC Jan All Staff Room Booking & Tech Check -- Microsoft Teams Meeting;	Security Concern
11:00 AM - 12:00 PM	ECC Monthly All Staff Meeting - Jan -- Microsoft Teams Meeting	
12:00 PM - 1:00 PM	Lunch	
1:30 PM - 2:15 PM	Executive Committee	Security Concern Teams
2:30 PM - 3:30 PM	Melanie/Mary Weekly 1:1	Security Concern Teams
3:30 PM - 3:45 PM	Assoc DM/ADM Mtg: Right to Thrive Report -- Teams	
4:15 PM - 4:45 PM	CZ/Melanie/Jenn/Patti re: Early Learning -- Teams;	Security Concern Security Concern
5:00 PM - 5:30 PM	PO/ECC/PSFS Joint Briefing w/ Minister Miller -- Teams	

January 18, 2024

All Day	Sandra - annual leave	Please See Above
All Day	Jennifer Cameron - TEXT	
All Day	Personal Information	
8:00 AM - 8:30 AM	text Jennifer Cameron	
8:30 AM - 8:45 AM	Daily Exec Update -- Microsoft Teams Meeting	
9:00 AM - 9:30 AM	HPST prep	
9:30 AM - 10:30 AM	Melanie & Angie Weekly 1:1 --	Personal Information

January 18, 2024 Continued

10:30 AM - 11:00 AM	Assoc DM Mtg re: UTP -- Teams	
11:00 AM - 11:30 AM	DM/PO Mtg: Population Growth Options -- Microsoft Teams Meeting;	Security Concern
11:30 AM - 11:45 AM	Assoc DM Check in: HPST Binder -- Teams	
12:00 PM - 1:00 PM	Lunch	
1:00 PM - 1:30 PM	Melanie & Adrian Monthly check in -- Teams	
1:30 PM - 2:30 PM	National Framework Environmental Literacy - OECD, CMEC, CASSA -- Zoom	
2:00 PM - 4:00 PM	First Nations CYIC Protocol Technical Table Meeting --	Security Concern
2:30 PM - 3:00 PM	text Mary re SW	
4:00 PM - 4:30 PM	COS Briefing re: International Online Learning and University Transfer Program -- Teams	
4:30 PM - 5:00 PM	Do not book - hold/urgent mtgs	

January 19, 2024

All Day	Sandra - annual leave	Please See Above
12:00 AM - 12:00 AM	MMD Vacation -- Jan 19 - Feb 3	
All Day	Security Concern	
All Day	Personal Information	
All Day	Personal Information	

January 19, 2024 Continued

7:30 AM - 8:15 AM	All Superintendents Call: Elections BC and Ministry Updates
8:30 AM - 9:00 AM	HPST prep
9:00 AM - 9:30 AM	Assoc DM Mtg w/ MO <small>Cabinet Confidences</small> Teams
9:45 AM - 10:00 AM	Melanie/Michael Quick Call -- Via Phone
10:30 AM - 11:00 AM	Check-in -- Microsoft Teams Meeting
12:00 PM - 12:30 PM	lunch
12:30 PM - 1:00 PM	Travel
1:00 PM - 4:30 PM	Personal Information

January 20, 2024

All Day	Sandra - annual leave	Please See Above
All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
2:30 PM - 3:30 PM	appt	

January 21, 2024

All Day	Sandra - annual leave	Please See Above
All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above

January 22, 2024

All Day	Sandra - annual leave	Please See Above
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January 22, 2024 Continued

All Day	MMD Vacation -- Jan 19 - Feb 3 Please See Above
All Day	Emily Arthur starts
All Day	Personal Information
7:30 AM - 8:00 AM	Melanie/Jan -- Microsoft Teams Meeting
8:00 AM - 8:15 AM	Daily Exec Update -- Microsoft Teams Meeting
8:30 AM - 9:00 AM	Joint DM Mtg re: IEC (mtg 1 of 2) -- Teams
9:30 AM - 10:30 AM	Melanie/Mary Weekly 1:1 ^{Security Concern} Teams
10:30 AM - 11:00 AM	Melanie/Courtney re: Premier's Awards -- Teams
11:00 AM - 12:00 PM	calls
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	1:1 Melanie Stewart/Kristin -- Teams meeting
1:30 PM - 2:30 PM	Minister's Council -- Teams
2:30 PM - 3:00 PM	block
3:30 PM - 4:30 PM	DM Mtg: HPST Agenda and BC Position ^{Security Concern} Teams
4:30 PM - 5:00 PM	Kelly/Staff - Friday Announcement -- Microsoft Teams Meeting

January 23, 2024

All Day	Sandra - annual leave	Please See Above
All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
12:00 AM - 12:00 AM	FYI - Cabinet Retreat	
All Day	High Performing Systems for Tomorrow -- Vancouver	
All Day	South Boardroom Block for Melanie from 7:30am to 4:00pm --	Security Concern
All Day	UK Department for Education Permanent Secretary's Visit to Vancouver	
8:00 AM - 8:30 AM	block	
8:30 AM - 8:45 AM	Daily Exec Update -- Microsoft Teams Meeting	
10:30 AM - 10:50 AM	Meeting: Jessica P, Jen M and Meghan M -- MS teams by phone, no video, call in (audio only)	
11:00 AM - 11:25 AM	ED Update -- Teams	
12:00 PM - 12:30 PM	AirCanada Flight to Vancouver	

January 23, 2024 Continued

2:00 PM - 3:00 PM	Exec: DRIPA/Reconciliation -- Microsoft Teams Meeting
3:00 PM - 3:15 PM	Melanie/Danielle Connect re: FOI -- Teams
4:00 PM - 5:00 PM	team check-in
5:00 PM - 7:00 PM	Opening Reception - High Performing Systems for Tomorrow -- Security Concern

January 24, 2024

All Day	Sandra - annual leave	Please See Above
All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
12:00 AM - 12:00 AM	FYI - Cabinet Retreat	Please See Above
12:00 AM - 12:00 AM	OCED HPST International policy dialogue in Vancouver -- Vancouver	
8:00 AM - 9:00 AM	HPST Breakfast	
11:00 AM - 7:00 PM	HPST: Policy Dialogue	
3:30 PM - 5:00 PM	Joint Executive Committee for Children's Service Coordination and Planning -- Microsoft Teams Meeting	

January 25, 2024

All Day	Sandra - annual leave	Please See Above
All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
All Day	OCED HPST International policy dialogue in Vancouver -- Vancouver	Please See Above

January 25, 2024 Continued

12:00 AM - 12:00 AM	WES Survey
All Day	Security Concern
8:00 AM - 9:00 AM	BC Deputy Minister/UK Dept. of Education Delegation: Breakfast Meeting -- Security Concern
9:00 AM - 10:30 AM	People Leaders Forum - Cultivating Safe Spaces - Session #2 -- Zoom
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	MRS/MGH/MNS - Enrolment modelling in Vancouver -- Teams
5:00 PM - 5:15 PM	PDE Pre Brief - Keeping Kids Safe -- Teams

January 26, 2024

12:00 AM - 12:00 AM	Sandra - annual leave	Please See Above
All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
12:00 AM - 12:00 AM	OCED HPST International policy dialogue in Vancouver -- Vancouver	Please See Above
All Day	WES Survey	Please See Above
All Day	Security Concern	
All Day	Security Concern	
5:45 AM - 7:30 AM	Internal: Fostering Human Flourishing Roundtable LPF24 event	

6:00 AM - 7:30 AM Fostering Human Flourishing: Learning Ecosystems Roundtable - LearningPlanet Festival 2024 -- Zoom

January 26, 2024 Continued

8:00 AM - 4:00 PM	B.C. K-12 Superintendents - OPTIONAL High- Performing Systems for Tomorrow Policy Dialogue Meeting Security Concern
8:45 AM - 12:30 PM	Cultural Learning Experience
1:30 PM - 5:00 PM	Session with BC Education Sector Leaders

January 27, 2024

All Day	MMD Vacation -- Jan 19 - Feb 3 Please See Above
All Day	WES Survey Please See Above
11:30 AM - 12:30 PM	Travel to Helijet
12:30 PM - 1:05 PM	12:30 Helijet Flight 711 to Victoria

January 28, 2024

All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
All Day	WES Survey	Please See Above

January 29, 2024

All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
All Day	WES Survey	Please See Above
7:30 AM - 8:15 AM	All Superintendents Call - Cell Phones -- Zoom	
8:30 AM - 9:00 AM	Exec: HPST Debrief -- Teams;	Security Concern
9:00 AM - 9:30 AM	Melanie/Patti Monthly 1:1 -- Teams	

January 29, 2024 Continued

9:30 AM - 10:00 AM	Weekly DMO Check-in -- <small>Security Concern</small>	
10:00 AM - 11:00 AM	Prep for Leadership Panel	
11:00 AM - 11:30 AM	MRS Pre Brief: Intro call w/ BC CAISE Pres. Colin Reid -- Teams	
11:30 AM - 12:00 PM	block	
12:00 PM - 12:30 PM	Lunch	
12:30 PM - 1:00 PM	MRS Mtg: Intro Meeting with BC CAISE new President: Colin Reid -- Teams	
1:00 PM - 2:00 PM	Melanie/Mary Weekly 1:1 <small>Security Concern</small>	Teams
2:00 PM - 2:30 PM	Melanie/Doug Connect re: HR -- Teams	
3:00 PM - 3:30 PM	Chris and Melanie -- Microsoft Teams Meeting	
3:30 PM - 4:00 PM	HPST next steps -- Microsoft Teams Meeting	
4:00 PM - 5:00 PM	Do not book - hold/urgent mtgs	

January 30, 2024

All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
All Day	WES Survey	Please See Above
All Day	Leading Together Session (Victoria)	

January 30, 2024 Continued

7:30 AM - 8:30 AM	Child Care Project Board -- Teams
8:00 AM - 9:00 AM	Registration: Leading Together
8:30 AM - 4:30 PM	Leading Together: Victoria -- <small>Security Concern</small>
11:30 AM - 12:00 PM	MRS Call - Protests at Schools -- MS Teams
4:00 PM - 5:00 PM	BCSTA Board Chairs Call
4:30 PM - 5:30 PM	Do not book - hold/urgent mtgs

January 31, 2024

All Day	MMD Vacation -- Jan 19 - Feb 3	Please See Above
All Day	WES Survey	Please See Above
12:00 AM - 12:00 AM	KK WFH - <small>Personal Information</small>	
7:30 AM - 8:30 AM	Melanie: Wkly Check-in <small>Security Concern</small>	Teams
8:30 AM - 9:00 AM	DM Wkly - PR Check-in -- Teams <small>Security Concern</small>	
9:00 AM - 9:30 AM	block	

January 31, 2024 Continued

9:45 AM - 10:00 AM	BCPVPA In-Person (President & A/ED) -- <small>Security Concern</small>
10:00 AM - 11:00 AM	DM Mtg - walkthrough of all supes/PLM PPTs -- <small>Security Concern</small>
11:00 AM - 11:30 AM	Melanie/Jenn 1:1 -- In person <small>Security Concern</small>
11:30 AM - 12:00 PM	MRS Call - Protests at Schools -- MS Teams
12:00 PM - 1:00 PM	Lunch
1:00 PM - 1:30 PM	Executive Committee <small>Security Concern</small> Teams
1:30 PM - 2:00 PM	Melanie/Jennifer Lauser 1:1 re: Emergency Preparedness -- Microsoft Teams Meeting
2:00 PM - 3:00 PM	DM Mtg re: Pre-Budget comms/issues prep <small>Security Concern</small> teams
3:00 PM - 3:30 PM	Phone Call Neilane, Melanie, Amy and Mary (BC Book publishers) -- Microsoft Teams Meeting
3:45 PM - 4:00 PM	Melanie/Danielle Connect re: Sign Off - Fraser Academy & Dyslexia BC -- <small>Security Concern</small>
4:00 PM - 5:00 PM	Do not book - hold/urgent mtgs
5:00 PM - 5:30 PM	DM Mtg: Debrief FNEESC mtg from today -- Microsoft Teams Meeting