

# School Board Secretaries Forum

Pennsylvania School Boards Association

# Guide

## January

School Director  
Recognition Month  
Annual event  
SBS Monthly Exchange  
Thursday, January 12

## February

SBS Monthly Exchange  
Thursday, February 9



## March

SBS Monthly Exchange  
Thursday, March 9

Add discussion of Delegate Assembly appointment to board agenda



## April

SBS Monthly Exchange  
Thursday, April 13

Statement of Financial Interest Forms due on or before May 1, 2023

Information on Delegate Assembly appointments being sent out



## April through May

Be on the lookout for School Leadership Conference information

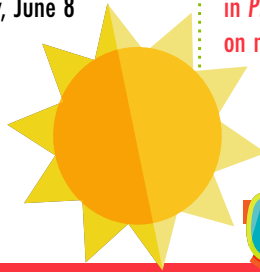
## May

Request for delegate appointment to attend Delegate Assembly (May 1-August 25)

SBS Monthly Exchange  
Thursday, May 11

## June

SBS Monthly Exchange  
Thursday, June 8



## July

Slate of candidates published in PSBA Works for You and on myPSBA – July 31

## August



Update of administrator changes to PSBA ([member.info@psba.org](mailto:member.info@psba.org))

Information on School Leadership Conference to be distributed

Deadline for Delegate Assembly appointments – August 25

SBS Monthly Exchange – Thursday, August 10

Provide slate of candidates information to board members for review

## September



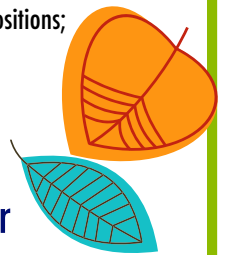
Voting opens September 11, 2023, for PSBA elected positions; register votes online

SBS Monthly Exchange – Thursday, September 14

Voting for PSBA elected positions ends October 27 @ 5:00 p.m.

SBS Monthly Exchange – Thursday, September 14

## October



## November

Delegate Assembly – Saturday, November 4 (PSBA/Hybrid)

SBS Monthly Exchange – Thursday, November 9

SBS Conference @ PSBA Headquarters

Friday, November 17

Board reorganization and board liaison information to PSBA

## December



## Ongoing:

Submit to PSBA any changes in school board members or board secretary that occur off-cycle

Questions? Call PSBA at (717) 506-2450 or visit [www.PSBA.org](http://www.PSBA.org).