

March 2020

February '20							April '20						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1				1	2	3	4
2	3	4	5	6	7	8	5	6	7	8	9	10	11
9	10	11	12	13	14	15	12	13	14	15	16	17	18
16	17	18	19	20	21	22	19	20	21	22	23	24	25
23	24	25	26	27	28	29	26	27	28	29	30		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5 List of Agenda Items Due OSBE	6 List of agenda items sent to: President ED Applicable Chair	7
8	9	10	11	12 Agenda Material Due	13 Follow-up on Missing Items Agenda1 Populated	14
	Board President, ED, and Chairs identify agenda items to go on Agenda					
15	16	17	18	19	20	21
	Staff work with institutions and agencies to finalize agenda items, conducts staff analysis and make recommendations.					
	Staff Pre-Brief Meeting					
22	23	24	25	26	27	28
		Committee chair and staff finalize what will go on committee agenda and send out material to committee				
29	30	31	1	2	3	4
		Committees meet to go over agenda material				
5	6	Notes				

April 2020

March '20							May '20						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7						1	2
8	9	10	11	12	13	14	3	4	5	6	7	8	9
15	16	17	18	19	20	21	10	11	12	13	14	15	16
22	23	24	25	26	27	28	17	18	19	20	21	22	23
29	30	31					24	25	26	27	28	29	30
							31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30 Committees Meet to go over agenda material	31	1 Agenda Material Review - Final Revisions	2	3	4
5	6 Agenda Material in OnBoard	7 Notification to Board Members All Agenda Material Uploaded	8	9	10	11
12	13	14	15 Board Meeting - Moscow	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	Notes				