

STRATEGIC PLANNING: REPORTING AND ACCOUNTABILITY

Background

The District Strategic Plan sets the strategic direction for the District during the Board's four-year term. School/Department Growth Plans are also multi-year and allow for a process that emphasizes continuous improvement and each school's unique learning situation. Departments include Learning and Student Support Services, Indigenous Education, Early Learning and Child Care, Human Resources, and Technology.

This Administrative Procedure outlines the District's framework for monitoring and reporting on the District Strategic Plan and School/Department Growth Plans.

Ministry Service Plan The District has been and continues to be committed to both long-term and short-term School and District planning. The District supports collaborative planning processes as the means to improvement in instruction and effective fiscal planning and decision-making.

The District Strategic Plan acknowledges provincial goals and priorities for District and school improvement initiatives and aligns with the Ministry of Education's most recent Service Plan and its key goals.

The District Strategic Plan helps principals and staff to establish specific goals and strategies for improvement planning (School/Department Growth Plans) that align with the Board's overall direction while still meeting their own, unique circumstances.

District Strategic Plan

Procedures

- 1. School/Department Growth Plans
- School Growth Plans
- 1.1. School/Department Growth Plans are school and department specific strategic plans. These plans align with the District Strategic Plan and set out the changes a school/department needs to make to improve student outcomes. These plans show how and when these changes will be made. They are also a mechanism through which the public can hold schools accountable for student success and through which it can measure improvement. Multi-year School/Department Growth Plans are to be considered working documents that principals and staff use to monitor progress over time and make revisions when necessary to ensure that plans stay on course.

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2. Accountability Framework

- 2.1. To facilitate regular monitoring and refining of improvement processes for both the District Strategic Plan and School/Department Growth Plans, the Superintendent has established a framework and timeline to guide actions. The concept of continuous and quality improvement needs to be embedded into the daily activities and tasks of individuals within the District and checkpoints for status updates and opportunities for feedback and revision included.
- 2.2. Data systems and measures of progress will be reviewed regularly (see Timeline). Educational leaders will also encourage regular growth and improvement conversations, reflect on progress made, and adjust, as needed, throughout the year and the multi-year improvement cycle. Opportunities to celebrate and share successes will also be part of the structures and norms within and across schools, as well as across the system.

3. Timeline

June Review Annual Plans

Examine data and implementation strategies, consider school specific data and District professional development goals, and iterate plans based on the newest information.

Celebrate Success

Each year, principals and staff will share successes from the school year with the school community.

July Update School/Department Growth Plans

Principals and staff will submit draft School/Department Growth Plans to the Superintendent for review by July 15.

Principals will provide a summative report on the School Growth Plan to the Superintendent for review by July 15.

September Review Annual Plans

Principals will review draft School/Department Growth Plans with staff and school community and finalize.

Input Annual Plans

Principals and staff will publish updates to School/Department Growth Plans by September 30.



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Review Enhancing Student Learning Report

The Board will review and approve the District Enhancing Student Learning Report.

Prepare and Submit Enhancing Student Learning Report

The Board will submit to the Minister a report completed in accordance with the Enhancing Student Learning Reporting Order by September 30.

October

Monitor Annual Plans

December

Principals will review their School/Department Growth Plans and progress regularly with staffs and school community.

Principals will communicate their progress to the school community through newsletters, social media, and meetings.

The Superintendent will support principals when and where needed as schools implement their plans.

January

Interim Reporting

Principals will update School/Department Growth Plans.

Principals will share interim school improvement progress with the Directors by mid-school year.

Directors will present the interim report to the Superintendent.

February to May

Monitor Annual Plans

Principals will continue to review their School/Department Growth Plans and progress regularly with staff and school community.

Principals will continue to communicate their progress to the school community through newsletters, social media, and meetings.

The Superintendent will continue to support principals when and where needed as schools implement their plans.

Reference: Sections 7, 8, 8.4, 8.5, 22, 65, 75, 85 School Act

Statement of Education Policy OIC 1280/89

Education Improvement Commission (2000). School Improvement Planning: A Handbook.

Hanover Research (2014). Best Practices for School Improvement Planning.

Leithwood, K. (2013). Strong Districts and Their Leadership.

Adopted: December 9, 2020 Revised: June 12, 2024