

ROLLING RIVER SCHOOL DIVISION POLICY

School Division Planning – Action Plan and Report

CM/P

The Board of Trustee will engage in a process of long range planning that is based on approved Division Priorities and in support of MECY provincial priorities. The plan will identify goals, activities, team leaders and targets for completion related to the priorities.

The Board shall promote development of a three year action plan based on the following departments/ functions:

- Board Governance
- Instructional Programs and Staff Development
- Student Support Services
- Information Technology
- Business Administration and Finance
- Facilities and Maintenance
- Pupil Transportation

The Board will meet annually with school and Senior Administrators to review current practices and direction and key areas for future development in the Division.

Based on recommendation and consultation with School and Divisional Management and Senior Administration, the Board will approve an Annual Action Plan (three year) and meet three times per year to review current year progress and discuss revision or changes annually to meet the challenges of future years.

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Date Adopted: June 19, 2008



ROLLING RIVER SCHOOL DIVISION PLANNING MODEL

Budget Input / Board / Admin. Planning				Budget Planning	Finalize Priorities Finalize Budget		School / Division Planning		
Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June
Budget Process Begins	Identify program and Department Priorities/Goals	Develop Cost Projections for Next Year Discuss Program and Department Priorities		Preliminary Budget (Expenditures)	Provincial Funding Announcement Deliberations and Decisions – Program Priorities vs Available Fiscal Resources – Develop Proposed Budget Proposed Budget Public Presentation	Final Budget Approved	School / Division Plan for Next Year		
Board approval of current year Action Plan RRSD Foundation Mission, Vision, Values, Beliefs RRSD Priorities 6 priorities MECY	Gathering Information ➤ <i>Surveys, public meetings /presentations to the Board (parents, students, staff, community)</i>	Identification of Strategic Issues and Action Plan Priorities by evaluating current year progress and future needs in Educational Programs & Divisional Operations. ➤ <i>First Trimester Action Plan Report</i> ➤ <i>Board/Admin Workshop</i> ➤ <i>Input from Dept Supervisors / School Administrators</i> ➤ <i>Input from other interested parties/ groups.</i>				Evaluate, Monitor and Report on Current Year ➤ <i>Second Trimester Action Plan Report</i> Develop Board Action Plan for next year ➤ <i>Board Priorities</i> ➤ <i>Goals & Initiatives</i> ➤ <i>Activities</i> ➤ <i>Target Timelines</i> ➤ <i>Team Leaders</i> Develop Next Year School Plan	Monitor & Report Year End Action Plan Report School Reports (current year) Submit School Plans (next year) Presentation of next years Proposed Action Plan		