

Step 1	Identification			
	Name of School Division Rolling River School Division #39	Name of School Forrest Elementary School	Name of Principal Leah Jago	Date (yyyy/mm/dd) 2007/09/15

Step 2	School Profile <i>(Complete the following using FTE as of Sept 30)</i>		
	Number of Teachers 11	Number of Students 190	Grade Levels K-8
Describe school activities (curricular, extra-curricular) that you would like to highlight. Canteen improvements, Healthy Schools Initiatives, Play ground improvements, TACT, DIAL, quality daily physical education program (K-8), Student Council, guest speakers, Christmas Concert, Field Trips, Tabloid Day, Jr. High Athletics, Hot Meal Days, Open House, Book Fair, Milk Program, Lifestyle Awareness Week, Spring Musical, Music/Band, Festival du Voyageur			

Step 3	Planning Process		
	Did your planning refer to the school vision/ mission statement?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Year last revised: 2006-2007
	List or describe factors that influenced your priorities.		
	Healthy Schools Initiative, Parent Group, Rolling River School Division Priorities, Rolling River Staff Training Plan, Describe the planning process and the involvement of students, staff, families and the community. (Who was involved? How often did you meet? How were decisions made? Refer to <i>Supporting Inclusive Schools: School-Based Planning</i> for examples)		
Input from parent group and staff			

Step 4	School Priorities		
	1. Safe Positive Learning Environment – RCMP Liason Member (Neil Dilworth), continued staff training in areas of Restitution, WEVAS, Communicating with Parents, Threat Assessment, Emergency Response Plans, finish exterior/interior painting, student council PRIDE anti-vandalism campaign, Parent Group tree planting and playground/playstructure improvements (begin fundraising)		
	2. . Appropriate Education Programming for All – Middle Years Provincial Assessment ELA and Math, Write Traits writing program implemented at gr 4-8 levels, new social studies curriculum, Later Literacy, Resource teacher and EA supports in classrooms, SuccessMaker computer program, DIAL, continue early literacy/numeracy focus		
	3. Communication – monthly staff meetings, updated web pages, newsletters, open house, email, agendas, assemblies, staff handbook, team meetings		
	4. Professional Growth and Staff Development – Divisional Wellness Day, Later Literacy, Threat Assessment, WEVAS, Restitution, Communicating with Parents, Middle Years Provincial Assessment, Divisional grade groups, divisional PD plan		
	5. Planning for Declining Enrollment – Forrest school motto – « Forrest Elementary – A Place for Kids »		
6. Promoting Healthy Lifestyles and Wellness - Canteen improvements, continued Daily Quality PE program, guidance counsellor, student support facillator, student council events/activities, healthy food items in canteen, guest speakers/special events, extra-curricular sports, intramural program, Healthy Schools/in Motion activities, field trips with focus on outdoors and activity – swimming, winter camping, Milk program, Jump Rope for Heart, Terry Fox, Walk to School Day, track and field, Tabloid Day			

Step 5	Previous Years' Successes. Please comment on successes and progress towards meeting previous school plan outcomes.		Enter First letter Discontinued Ongoing Met
	Expected Outcomes	Results (status, data or anecdotal evidence)	
	1. Safe Positive Learning Environment	Staff training in Threat Assessment was valuable when dealing with violent/aggressive student(s)	Ongoing
	2. Appropriate Education Programming for All	Continuing to provide best programming for all students	Met/Ongoing
	3. Communication	Ongoing communication with parents, many classrooms sent home monthly newsletters, not many calls to office wondering about information, etc.	Met/Ongoing
	4. Professional Growth and Staff Development	Staff training in Threat Assessment was valuable when dealing with violent/aggressive student(s), staff are working their way through the three year divisional PD plan, as well as attending grade group, and numerous other PD	Ongoing
5. Promoting Healthy Lifestyles and Wellness	Canteen improvements – ready to start this year with weekly specials	Ongoing	

Step 6	2007–2008 Plan For more examples, see the Planning in Education website at http://www.edu.gov.mb.ca/ks4/specedu/pie/index.html						
	Expected Outcomes.. What specifically are you trying to improve for students? (Observable, measurable) (Observable, measurable)	Indicators How will you know you are making progress?	Strategies What actions will you take ?	Data Collection By what means will you collect evidence of progress?			
	1. Safe Positive Learning Environment	Fewer suspensions, discipline problems decreased, students happy, few or no injuries	Student Council Pride Initiative, Code of Conduct followed, RCMP Safe Schools Liason Member, playground improvements/repairs	Document discipline and suspensions Work with parent group toward new playground structure. Observation			
	2. Appropriate Education Programming for All	Student's academic needs are being met: IEPs, regular curricula, BIPs,	Resource support, DIAL, Successmaker, ICT, Early Literacy, Later Literacy, Educational Assistants	Number of students on IEPs, BIPs, updated as necessary, report cards. Provincial assessments			
	3. Communication	Reduced parent calls, staff and students have information necessary	Newsletters, websites, classroom newsletters, calendars, agendas, open house, email, staff meetings, etc	Parent calls, emails, and communication with school indicates whether information is going home. Continue to provide many opportunities for information to get home to parents.			
	4. Professional Growth and Staff Development	WEVAS, Restitution, and Communicating with Parents – as staff go through training common vocabulary and methods will occur	Work with staff via staff meetings, in-house PD to continue with school division mandate. Practice what we have learned.	Division keeps track of who attends what Professional Development. Observing practices learned at PD, anecdotal reporting.			
5. Promoting Healthy Lifestyles and Wellness	Healthy options only available from canteen/drink machines, healthy snacks encouraged at all grades.	Encourage healthy eating by providing quality options at the canteen, keep prices low to encourage purchases.	Anecdotal reporting. Observation.				
Step 7	Healthy Child Healthy Schools Survey Information. K-6 schools are required to develop and report upon Nutrition Policies. Please complete the short survey below.			Fully in Place	Partially in Place	Under Development	Not applicable
	Do you have a written school nutrition policy?						
	A) At the school Level?			<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
	B) At the division level?			X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				Yes	No		
	Does the school have a representative committee or group that addresses school nutrition issues?			X	<input type="checkbox"/>		
Have you utilized the Manitoba School Nutrition Handbook?			X	<input type="checkbox"/>			
Have you adopted the Manitoba Guidelines for Foods Available at School?			X	<input type="checkbox"/>			

Direct inquiries about the <i>School Planning Report</i> to: Larry Budzinski Phone: (204) 622-2254 Email: lbudzinski@gov.mb.ca	DUE DATE: OCTOBER 31, 2007	Submitting Completed School Planning Report Please submit completed <i>School Planning Reports</i> to your division office. Divisions please send the reports to Valerie Sawchuk at at: Email: vsawchuk@gov.mb.ca or Fax: (204) 948-3286 or Mail: Research & Planning Branch, Room 101-800 Portage Avenue, Winnipeg MB R3G 0N4 Schools and Divisions wishing to participate in the school and division report database project are asked to contact Larry Budzinski at lbudzinski@gov.mb.ca or (204) 622-2254 for details.
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