

# School Planning Report 2008-2009

<b>Step 1</b>	<b>Identification</b>			
	Name of School Division Rolling River	Name of School Minnedosa Collegiate Institute	Name of Principal Martin Ingenmey	Date (yyyy/mm/dd) 2008-05-21

<b>Step 2</b>	<b>School Profile</b> <i>(Complete the following using FTE as of Sept 30)</i>		
	Number of Teachers 12.125	Number of Students 215	Grade Levels 9-12
	What is your mission statement? Minnedosa Collegiate is committed to providing quality learning opportunities for our community within a safe environment.		

<b>Step 3</b>	<b>Planning Process</b>			
	Did your planning refer to the school vision/ mission statement?	<b>YES</b>	No	Year last revised: 2007
	List or describe factors that influenced your priorities. <ol style="list-style-type: none"> <li>1) A new RRSd student services delivery model.</li> <li>2) Graduate survey results.</li> <li>3) Mandatory grade 11 &amp; 12 PE/Health implementation.</li> <li>4) The need to support students in career exploration earlier in their high school years.</li> </ol>			
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) <ul style="list-style-type: none"> <li>• Our planning process included staff that used a professional development day to discuss and develop the 2007-2008 plan. They also used this time to reflect on the previous plan. They then worked in committees and each took ownership of a specific priority.</li> <li>• Student council executive members spent a half day with the school principal discussing the plan's purpose and they also discussed their priorities as students. The council continued to work on their portion by meeting as a committee two additional times.</li> </ul>				

<b>Step 4</b>	<b>School Priorities</b>
	1. Student Achievement
	2. School Climate
	3. Grade 11 & 12 Physical Education & Health Implementation
	4. Career Preparation & Exploration
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. Improve School Climate	<p>a) The number of discipline referrals - The number has decreased as the year has progressed. 27%</p> <p>b) Endorse Student Council's activity plan - Our student council continues to do a very good job with such items as dances, music trivia, special events, prize contests, school pride projects, and leadership opportunities as outlined in their plan.</p> <p>c) Celebrate student and staff achievement - Our school continues to do a very good job celebrating student and staff achievement. There were many assemblies to acknowledge team and individual accomplishments in the gym as part of our daily opening exercises. Also, many daily announcements were made to acknowledge and congratulate various teams and individuals.</p> <p>d) Offer behaviour based field trips to encourage good behaviour and boost school spirit - A number of field trips were attempted this year that had behaviour tied to them. Students that had no discipline notices were entitled to attend various field trips such as a Winnipeg Blue Bombers game and Manitoba Moose hockey game. Due to lack of interest, these trips did not occur. They will however continue to be offered in the future years. A Panorama ski trip and Ski Valley ski trip were successfully run so far this year and students with good behaviour were rewarded with these opportunities.</p> <p>e) Continue school wide fundraising strategies to help offset student expenses - Just over 200 community discount cards were sold this year, raising just over \$1500.00 students can use to offset various fees. Other strategies to raise money for fees involved helping work at the school division's Feb 29 BYTE inservice, raising \$450.00. As well, students worked at a community concert moving equipment in and out of the conference center, raising \$200.00. Finally, Canada Day celebrations needed students to help that evening, and a further \$250.00 was raised that day.</p> <p>f) Provide the opportunity for all students to participate in a community volunteer program - We had a student wide volunteer day for the community on May 14, 2008. 94% of the student body participated.</p> <p>g) Plan and implement a Gym Blast - This occurred on October 24, 2007.</p>	
2. Literacy	<p>a) Literacy Progress - Grade 9 ELA Standards Test was administered in November 2007. The results from those tests, the January Midterm Exam and the April Divisional Exam have been collected. The results from the November and January exams have been reported to the staff and a discussion ensued about the class's level of literacy as a whole.</p> <p>The Grade 12 Provincial Standards Test from January were also reported to the staff and discussion as the variables involved in the results ensued.</p> <p>The Literacy Strategy binder has been updated and a second copy of it placed in the photocopy room for easy access by staff.</p> <p>Individual and group reading strategies have been discussed at weekly grade group meetings on an on-going basis.</p> <p>b) Professional Resource Center – Discussion of professional resources that are presently available in our school has occurred. Pending approval for shelving, as resource center will be developed in the staff room.</p> <p>c) Library Usage – The librarian reports that she has seen an increase in library bookings by staff, increased interlibrary loans and an increase in the circulation of library books in general. Special activities are planned to promote literacy and library usage are planned.</p> <p><b>Overall, the literacy committee has achieved most of the goals set out in the original plan.</b></p>	

Step 5

<b>Step 5</b>	<b>Previous Years' Successes. Please comment on successes and progress towards meeting previous school plan outcomes.</b>		Enter First letter Discontinued Ongoing Met
	<b>Expected Outcomes</b>	<b>Results (status, data or anecdotal evidence)</b>	
	3. Nutrition	a) Educate students about the benefits of healthy choices - This is occurring in Physical Education / Health classes so far to date. Implementing the morning announcements on nutrition has not yet happened. b) Encourage healthy selections and price breaks. The RRSD policy was implemented to eliminate high calorie, low nutrient food (chips, chocolate bars, and pop). c) Reward healthy choices - This has not yet occurred.	
	4. Student Council Priorities: School Climate & Green Manitoba	a) See report under School Climate, Result #2 b) Student Council felt that they had been successful in their delivery of events to the school year notably: a very successful Freshie dance, Phil Doucette assembly, and Leaders Workshop. c) Green Manitoba topics - Students pointed out that purchase of the recycling centers were originally a Student Council idea for school pride that was later financed by the Credit Union Student Youth Board and the Credit Union itself. d) Computers in labs are now turned off after each use, not just at the end of each day (saving energy). e) Heat is being kept off in Labs even when they need it as the school is always cold.	
5.			

<b>2008–2009 Plan</b> For more examples, see the Planning in Education website at <a href="http://www.edu.gov.mb.ca/ks4/specedu/pie/index.html">http://www.edu.gov.mb.ca/ks4/specedu/pie/index.html</a>				
<b>Expected Outcomes..</b> What specifically are you trying to improve for students? (Observable, measurable) (Observable, measurable)	<b>Indicators</b> How will you know that you are making progress?	<b>Strategies</b> What actions will you take?	<b>Data Collection</b> By what means will you collect evidence of progress?	
<b>Step 6</b>	1. Improve individual academic achievement by: <ul style="list-style-type: none"> <li>increasing our student pass rate per course</li> <li>decreasing the student dropout rate</li> <li>increasing the graduation rate from the previous year.</li> </ul>	<ul style="list-style-type: none"> <li>a) Review individual transcripts and course selection forms to ensure appropriate course selections</li> <li>b) Grade Group Meetings</li> <li>c) Student Services Meetings - Fewer at risk students to discuss</li> <li>d) Staff Meetings (monthly) - subjective observations made by teachers</li> <li>e) Fewer students dropping out of school</li> <li>f) Fewer discipline notices at the office</li> <li>g) Review number of individual credit at risk forms</li> </ul>	<ul style="list-style-type: none"> <li>a) Restructuring current CLASS program - Study Skills, Success Maker, and Literacy &amp; Numeracy Skills</li> <li>b) Teachers will continue to focus on Literacy &amp; Numeracy Strategies in the classroom - Maintain Literacy binder, and begin the creation of a Numeracy Skills binder</li> <li>c) More consistent adaptation implementation in all classrooms</li> <li>d) Resource information pertinent to individual students along with strategies to be posted on First Class.</li> <li>e) More resource time to meet regularly with teachers</li> <li>f) Grade Group meetings to discuss student achievements and areas of concerns. Review notes, and develop action plans for specific students.</li> <li>g) Student Services meeting on a regular basis to discuss at risk students and to develop a plan of action.</li> <li>h) Monthly staff meeting discussions to review school plan and progress of our indicators and strategies.</li> <li>i) Formalize Peer Tutor Program</li> <li>j) Progress Reports – continue to use this valuable tool to communicate student progress/regress with parents and students</li> </ul>	<ul style="list-style-type: none"> <li>a) Teacher observation of students</li> <li>b) Compare 07/08 individual results with 08/09 individual results.</li> <li>c) Notes from: Staff Meetings, Grade Group Meetings, Student Services Meetings</li> <li>d) Report Cards</li> <li>e) Transcripts</li> <li>f) Credit at Risk Forms</li> <li>g) Generate pass/fail, and graduation report from Maplewood (tech dept)</li> </ul>
	2. Improve school climate and develop students with a strong sense of pride in being an MCI Chancellor.	<ul style="list-style-type: none"> <li>a) Increased volunteerism among students.</li> <li>b) Visual display on a big screen TV by the office</li> <li>c) Fewer discipline notices than last year.</li> <li>d) Increased attendance at school events</li> <li>e) Positive visual representations in the hallways</li> <li>f) Results from school survey</li> <li>g) More respectful behaviours - (no wearing of hats in hallways, no cell phones in class, and no inappropriate language in hallways)</li> </ul>	<ul style="list-style-type: none"> <li>a) Visual display (TV)</li> <li>b) Provide opportunities for guest speakers to address student needs</li> <li>c) Define and represent a Chancellor at MCI and make connections with our students and a chancellors attributes.</li> <li>d) Display and promote students findings through visual and textual displays</li> <li>e) Staff need to use the language of "chancellors" - promote events, staff awareness of student accomplishments, and promotion through announcements.</li> <li>f) Have a "Chancellor Day"</li> <li>g) Will include all Chancellor participation, not just sports</li> </ul>	<ul style="list-style-type: none"> <li>a) Number of school service medallions</li> <li>b) Reviewing scholarship applications &amp; portfolio</li> <li>c) School survey on School Spirit - administered in Fall and Spring</li> <li>d) Teacher and Student Council observation</li> <li>e) Community Volunteer Day participation</li> </ul>
	3. Improve student health	<ul style="list-style-type: none"> <li>a) Improved fitness test scores</li> <li>b) Canteen menu guided by school nutrition policy</li> </ul>	<ul style="list-style-type: none"> <li>a) Mandatory 9-12 Physical Education</li> <li>b) Nutrition and fitness as a health unit in each grade.</li> <li>c) Intramurals every noon hour</li> <li>d) Active extra-curricular sports/activities in our school</li> <li>e) ensure canteen menu follows school nutrition policy</li> <li>f) Health presentations by guidance department delivered through 9-12 physical education/health program</li> </ul>	3. Improve student health

<b>Step 6</b>	<b>2008–2009 Plan</b> For more examples, see the Planning in Education website at <a href="http://www.edu.gov.mb.ca/ks4/specedu/pie/index.html">http://www.edu.gov.mb.ca/ks4/specedu/pie/index.html</a>			
	<b>Expected Outcomes..</b> What specifically are you trying to improve for students? (Observable, measurable) (Observable, measurable)	<b>Indicators</b> How will you know that you are making progress?	<b>Strategies</b> What actions will you take?	<b>Data Collection</b> By what means will you collect evidence of progress?
	4. Career Preparation & Exploration – Restructuring the program <ul style="list-style-type: none"> <li>• All grade 12 students will gain more career placement time prior to making post-secondary education choices (previous grade 12 experience took place after post secondary applications were already made). Grade 10 students will have the opportunity for a career placement prior to making decisions regarding academic courses more related to their future goals.</li> <li>• These changes will mean less time out of class per semester.</li> <li>• The seminar day will give all students a balanced approach to career development (by adding such things as interview skills, finances, and budgeting, organization, stress management, resume and portfolio work).</li> <li>• Prospective business members will be more apt to take a student on for 2 days rather than 5.</li> </ul>	<ul style="list-style-type: none"> <li>a) More students and employer involvement in the program.</li> <li>b) Students making informed choices regarding secondary education.</li> <li>c) Complete resume and portfolio work.</li> <li>d) Students making more informed course selections based on their aspirations.</li> <li>e) Journaling assignments will be completed and handed in on time.</li> </ul>	<ul style="list-style-type: none"> <li>a) Over the course of the next two years we transition the program to include the grade 10 students and eliminate the grade 12 students.</li> <li>b) To break up the Career Development week into two smaller segments for each participating grade.</li> <li>c) To take one day away from the Career Development Placement week, using this day as a seminar day.</li> </ul>	<ul style="list-style-type: none"> <li>a) Evaluations from students regarding career placements.</li> <li>b) Evaluations from employers about the program itself.</li> <li>c) Evaluations from students and staff of seminar day.</li> </ul>
Comment on why you chose the outcomes.				

Step 7	<b>Healthy Child Healthy Schools Survey Information.</b> 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	B) At the division level?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>Yes</b>	<b>No</b>		
	Does the school have a representative committee or group that addresses school nutrition issues?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
	Have you utilized the Manitoba School Nutrition Handbook?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Have you adopted the Manitoba Guidelines for Foods Available at School?	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

A Rubric is available at [www.edu.gov.mb.ca/k12/specedu/pie/index.html](http://www.edu.gov.mb.ca/k12/specedu/pie/index.html).

<p><b>Direct inquiries about the <i>School Planning Report</i> to:</b>          Larry Budzinski          Phone: (204) 622-2254          Email: <a href="mailto:lbudzinski@gov.mb.ca">lbudzinski@gov.mb.ca</a></p>	<p><b>DUE DATE:</b>  <b>OCTOBER 31,</b>  <b>2008</b></p>	<p><b>Submitting Completed School Planning Report</b></p> <p>Please submit completed <i>School Planning Reports</i> to your division office. Divisions please send the reports to Kim Warelis at: <b>Email:</b> <a href="mailto:Kim.Warelis@gov.mb.ca">Kim.Warelis@gov.mb.ca</a> or <b>Fax:</b> (204) 622-2260 or <b>Mail:</b> Program and Student Services, Room 411, 27-2<sup>nd</sup> Ave. S.W., Dauphin MB R7N 3E5</p> <p>Schools and Divisions wishing to participate in the school and division report database project are asked to contact Larry Budzinski at <a href="mailto:lbudzinski@gov.mb.ca">lbudzinski@gov.mb.ca</a> or (204) 622-2254 for details.</p>
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