



ROLLING RIVER SCHOOL DIVISION ACTION PLAN

**Superintendent's Report to
Rolling River School Division Board of Trustees**

2014 – 2015

Vision

Citizens who enrich our world.

Mission

Rolling River School Division, in partnership with parents and community, provides a quality education, within a safe and caring learning environment, encouraging personal excellence, with dignity and respect for all. Rolling River School Division commits to graduating students who have the knowledge, skills and values that empower them to contribute positively and meaningfully in an ever changing local and global community.

Beliefs

We believe:

- All students have the ability to learn and achieve success.
- All students are unique and learn in different ways.
- All students are valued for their individual gifts, talents and diversity.
- All students can conduct themselves in an ethical manner.
- All students can positively influence their world.

Division Educational Priorities

1. Excellence in Education
2. Healthy Living
3. Sustainable Future
4. Community Partnerships

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2014 – 2015

3rd Trimester Report

ROLLING RIVER SCHOOL DIVISION BOARD OF TRUSTEES

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Final Progress Report

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Highly effective teaching and instruction	*Comprehensive PD plan for instructional leaders (principals, teacher leaders and coaches) in Divisional & Provincial areas of priority to promote a solid understanding of:	M. Janssen R. Klassen		-Implementation of best practice in each classroom throughout the division	
	• Literacy				2014-2015
	○ EY literacy instruction	J. Stouffer	*K-3 Grade Group – implementation of writing assessment rubric (completed by group last year) *4-6 Grade Group – implementation of writing assessment rubric for Nov report cards – will complete rubrics this year *New teachers – observation surveys / running records / analysis mRLC – 2 teams (Onanole, Rivers Elem) – Faye Brownlee network *K-3 Grade Group – on-going *4-6 Grade Group – rubric completed; implementation for March reports *mRLC networks continue *Rubric presented to Board *Lit report to be presented to board by end of June *New Lit Coach hired for 2015-16	-Joe working with teachers in their classroom and with grade groups	
	○ Levelled literacy instruction		*Resource teachers – work with Lisa Martin	-all teachers in K to 3 use levelled literacy in guided reading and/or Daily Five	
	○ Content literacy	L. Vasconcelos	*Gr. 9/10 Science, Math, Social Studies, ELA meetings – development of units based on essential outcomes / course literacy (vocabulary) *Subject grade groups – Gr 9 SS & Sc; Gr 10 ELA complete – unit plan info to be compiled and distributed; other groups “wrapping up” *Lit coach to work in classrooms for remainder of school year *Subject groups completed – presentation to Board Jun 2/15	-Lisa working with teachers in their classroom and with subject groups	
	• Numeracy			-Increase in numeracy PD -schools developing numeracy goals and establishing targets	
	○ Quality math instruction		*In school projects *David McKillop PD sessions for EY & MY teachers *Dr. Cathy Marks-Krpan PD session *mRLC – 2 teams (Forrest, TCS) – Dr Cathy Marks-Krpan network *mRLC – 7 principals – leadership network *mRLC networks on-going *mRLC leadership networks on-going – 2 additional principals have joined *all mRLC networks completed		
• Assessment/essential/			*Aligning curriculum outcomes with report categories and importing into	-Teachers will develop unit plans that	2014-2015

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	outcomes/backwards design		PowerSchool *no progress this term *will continue in summer & fall	meet the needs of all learners in their classes	
	*Effective teacher evaluation practices	M. Janssen R. Klassen	*RREAL Team P.D. committee – Sept to Dec *PD continues: difficult conversations, use of data, technology integration in the CR *Teacher evaluations due May 31/15 – summary to be presented to Board by end of June	-principals will engage in self-reflection and conversation with the Superintendent to improve their professional dialogue and difficult conversations with staff -regular walk-throughs -regular professional dialogue with teachers as indicated by their notes and records	2014-2015
	• Professional dialogue				
	• “tough” conversations				
	• Self-reflective practice				
	*Teacher professional development that promotes a solid understanding of Divisional and Provincial priorities, and leads to highly effective, quality instruction	M. Janssen R. Klassen	*P.D. plan developed and shared with Board *P.D. plan shared with new teachers at orientation session	-Teachers will engage in self-reflection to improve their teaching based on professional dialogue and teacher evaluation -strong evidence of provincial and divisional priorities in classrooms	
	• literacy				
	○ EY/MY reading & writing instruction	J. Stouffer	* As above – continued work with Joe *teachers - reciprocal visits; professional dialogue *Lit Coach – on-site visits *Teachers – reciprocal visits continue *Reading Recovery – places booked for next year’s training *Report due to Board by end of June *2 new Reading Recovery teachers appointed for RES and EES – orientation session in June for new teachers & principals *New Lit coach – meet with Joe Stouffer / planning with ASupt for next year	-Students show improvement from baseline scores -teachers using guided reading -teachers assess students using Fountas and Pinnell benchmark assessment -teachers using divisionally developed writing assessment rubric	
	○ MY/SY content literacy	L. Vasconcelos	*Regular meetings *Lit coach in schools regularly and available one-to-one as requested *Sr Lit team – content literacy PD session (Wpg) *Continued work in subject / grade groups – unit development incorporating literacy strategies *Adolescent Literacy Summit – team of 12 attending April 9/10 *Subject groups meetings completed – units completed	-Teachers will use literacy assessment data to inform instruction for all students (Gr. 9/10)	
	• Numeracy				
	○ Building mathematical	T. Kingdon	*School based projects	- Students will meet math outcomes for	

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	<ul style="list-style-type: none"> thinking <ul style="list-style-type: none"> o Strong numeracy foundations 	K. Harrison	<ul style="list-style-type: none"> *mRLC – 2 teams *Continued work in schools *mRLC networks completed 	their grades	
	<ul style="list-style-type: none"> • Assessment/essential outcomes/backwards design 	M. Janssen	<ul style="list-style-type: none"> *mRLC *Sr Lit coach with Gr 9/10 teachers of core subjects *Continued work with mRLC *all networks finished 	-Teacher will use effective assessment practices as per the Division Assessment Policy	2014-2016
	<ul style="list-style-type: none"> • Universal Design for Learning 	M. Janssen Sr. Years Resource Teachers	<ul style="list-style-type: none"> *2 teachers to Dec 1/2 workshop in Wpg *10 teachers attending May workshop in Brandon (incl Resource Teachers) *teachers from ML group and RTs attended UDL PD in Bdn – approx. 10 to date registered for session in Wpg over the summer *request for book study / UDL study group from teachers for next year 	-teachers will plan lesson that will ensure 100% of students engaged	
	<ul style="list-style-type: none"> • Multi-Level classrooms 	M. Janssen	<ul style="list-style-type: none"> *1st mtg in Nov. – 2 groups (EY / MY) *2nd mtg – Dec 8th *Jan / Feb meetings *Classroom visits (in & out of Div); opportunities for team planning *last session May 	Teachers will plan and implement programming that demonstrates an understanding of multi-level philosophy	2014-2017
Students will develop a strong foundation in literacy and numeracy to ensure academic success	Literacy – effective instruction	M. Janssen		Literacy data:	2014-2016
	<ul style="list-style-type: none"> • Sound assessment practices (F & P, running records) 	Inst. Leaders	<ul style="list-style-type: none"> *1st F&P Benchmark Assessment has been completed for all K-6 students *Reading Recovery in 5 EY schools @ .25 fte; in TCS @ .5 fte 	*Fountas and Pinnell *Running Records	
	<ul style="list-style-type: none"> • Individualized instruction (guided reading, reading recovery, Levelled Literacy Intervention) 		<ul style="list-style-type: none"> *On-going *Final F&P data submitted to Joe Stouffer – report to be completed 		
	<ul style="list-style-type: none"> • Guided reading now the norm in EY & MY classrooms *Many schools implement at “Daily 5” format for literacy instruction *New Levelled Literacy kits have been purchased and distributed (upper EY & MY) *LLI in all EY schools – Resource Teacher implementation in most schools; Lit Support Teachers in some schools. *On-going 			- Levelled Literacy Intervention	
Students will develop a strong foundation in “21st Century” skills <ul style="list-style-type: none"> • creativity & innovations • critical thinking & problem solving • communication 	<ul style="list-style-type: none"> • Inquiry/project based learning 	R. Klassen	<ul style="list-style-type: none"> *1st mtg held, teachers working in groups & visiting each other classes 	Teacher will no longer engage in the “transmission model” of teaching	On-going
	<ul style="list-style-type: none"> • Effective use of technology 	G. Butler Principals	<ul style="list-style-type: none"> *Inquiry groups continue to meet and observe in each others classroom *PD presentation on use of technology in the classroom to RREAL Team 	*ability to use tech effectively for research, presentation, collaboration	
			<ul style="list-style-type: none"> *On-going 	*students will demonstrate “deeper learning” and use higher order thinking skills in order to solve problems and offer solutions	

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<ul style="list-style-type: none"> • collaboration 					
Every student has the supports necessary to learn and achieve academic success	School teams develop skills necessary to facilitate the classroom and school profile process	M. Janssen L. Martin	<ul style="list-style-type: none"> *Not yet started *deferred until Continuum of Supports & Services is complete *Continuum in draft form – will be completed by end of June 	School teams identify student needs and provide appropriate supports so that students are learning and achieving academic success	2014-2017
	School teams develop school profiles based on classroom profiles		<ul style="list-style-type: none"> *Not yet started *RES, TCS, EES have developed profiles – planning is based on data from profiles *RCI – used class profile; reviewing process and encouraging use with other schools at year-end SS meetings 		
	Divisional team to develop a continuum of supports and services within RRSD		<ul style="list-style-type: none"> *Not yet started *will begin the process at next Guidance & Resource meetings – Mar 26, Apr 9 *in draft form – will be completed by end of June 		
	School teams utilize the continuum of services to match students with supports necessary		<ul style="list-style-type: none"> *Not yet started *deferred to completion of continuum 		
Trustees remain current on educational issues	Regular Big Idea Conversations at Board Table	Sr. Adm. Trustees	<ul style="list-style-type: none"> *Has not yet begun with new Board *Governance is being discussed & explored 	More knowledge about educational issues	2014-2015
	Incorporate relevant data into Board conversations	Sr. Adm.	<ul style="list-style-type: none"> *Example would be recent busing request *Some examples – Literacy data & Hockey Skills Academy numbers 	Cleaner picture of RRSD progress	2014-2015
				Trustees are able to speak about RRSD Initiatives	

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Every student is a member of the social and academic life of the classroom and school, feeling valued, healthy and strong both mentally and physically	Divisional team attend MASS Conference on Mental Health (Nov. 2014)	M. Janssen L. Martin	*14 RRSD team members (cross section / representative group) *Committee continues to meet with plans to present to Board end of May or June	Divisional team propose healthy living plan to the Board by June 2014	June 2015
	Team develop divisional strategy to support mental health of students		*First meeting (Conference attendees) – Dec 1 *Mental Health 1 st aid *Div. P.D. – booked for February *Div PD complete, data compiled to inform committee next steps *24 staff trained (DO, principals, teachers, EAs, SSF) *Mental Health & Wellness committee has met 4 times	Divisional Team has developed Mental Health Strategy and communicated that strategy to partners	
	Voluntary implementation of the Zones of Regulation program (school-wide or classroom-based)		*Schools implementing Zones: EES (school-wide); TCS (book study and some individual classrooms); other schools exploring the program for possible implementation. *Anecdotal reports and classroom observation indicate students are learning the zones and beginning to apply that knowledge to themselves. *Materials developed and distributed (visuals on lanyards, posters, etc.) *Forrest & Onanole, RCI Gr 9 to implement Zones of Regulation *Also considering Zones of Regulation as a part of Div MH strategy *Continue to review Zones of Regulation programming at both Resource and Guidance meetings; received call from Brandon School Division enquiring about our program	Where Zones of Regulation has been implemented, students demonstrate recognition of their state of alertness and emotions and effectively use appropriate strategies to regulate themselves.	
Improve aesthetics and safety of building exterior and interior	Side walk replacement at our schools	L. Dobreen		Safe & level sidewalks	Ongoing
	Bathroom partition in our schools	Mtce Staff	*Measured and ready to order	Sanitary & better appearance	Ongoing
	Flooring in all our schools. Remove carpet and install sheet vinyl	Contractors	*Flooring projects at ECI & RCI are completed	Sanitary & better appearance	
	Painting in schools Rapid City this fall		*Started in the classrooms	Appearance improved	2014-2015
	PA System in Erickson Coll., Erickson Elem., and Onanole		*Completed	Provide a safe environment for students and staff	2014-2015
	New bleachers in gym at Tanner's Crossing		*Planned for 2015-2016	Improve appearance and safety for gym	2015-2016
All worksites in the Division will comply with WSH training regulations	*Develop and implement positive and proactive options for WSH training opportunities.	K. McNabb	*Information about Safe Work conference distributed – Division will support attendance of WSH Committee members from schools. *Division sponsored attendance of 5 employees at Safe Work conference in January 2015. *Plan for ergonomics session for School Secretaries and general divisional WSH training session for school committees in fall 2015	*All WSH Committee member will receive annual WSH training opportunities.	2014-2020

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Provide a safe/clean/healthy environment within the bus for the ridership	Clean buses after every trip	D. Tesarowski Mechanics Bus Drivers	*Periodic checks have indicated that the buses are being swept and kept clean. *Ongoing monitoring *Results are good	Buses are clean every time students get on	Ongoing
	Ensure our teachers are providing the ridership training required by regulation to our students at least twice per school year. Continue with ongoing ridership training between the bus driver and student as required.	D. Tesarowski Principals	*Superintendent to check with Principals to ensure training was completed by May 1, 2015. To make it easiest for classroom teachers, all the information needed for training all our grade levels was put on our webpage under the Transportation Link. This information is also assessable to Parents and Community members.	Students will be able to describe what good ridership is	On-going
Employees are safe and feel valued.	Resolve Collective Agreements as quickly as possible	Sr. Adm. Board	*Have held 2 Bargaining meetings. *Both CUPE and RRTA Collective agreements completed to June 2018.	Settled Collective Agreement	2014-2016
	Create Mental Health Committee with a mandate to design a Divisional Mental Health Plan	R. Klassen M. Janssen	*1 st mtg Dec. 1/14 *Committee continues to meet monthly *Final recommendations	A Mental Health Plan for the Division will be in place and presented to the Board	2014-2015
RRSD Education is equitable for all students	Continued conversations on equity and impact on education	Sr. Adm Board	*Took another step to reducing costs for students in recent budget *On-going conversations about school supplies at RREAL Team meetings	Equities area addressed and inequities are minimized Decisions made are equitable for all	2014-2016

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Technology will be implemented and used effectively to support and enhance Divisional programs and logistics	Teaching and Learning:	G. Butler			2014-2017
	<ul style="list-style-type: none"> One-to-one (bring your own device) – Gr. 9-11 	H/S Principals	<ul style="list-style-type: none"> *3 high schools deployed (MCI Gr. 9-12; Elton & RCI – Gr. 9/10) *ECI – evaluation devices in schools; in place for 2nd semester *ECI grade 9 student devices to be distributed *ECI Grade 9 students have devices, Grant has been in the classroom to work with the students. 	Students and staff will integrate technology consistently and to a high degree of proficiency in all subject areas	2014-2017
	<ul style="list-style-type: none"> One-to-one in MY 	Principals	<ul style="list-style-type: none"> *7/8's deployed *Issue with ASUS devices mostly resolved – Douglas, Forrest, Rapid City, Oak River Elem., Onanole *Grade 7 and 8 devices will be returned to TCS classrooms, Grant is meeting with students and staff on using the devices. ASUS to replace broken devices * TCS Grade 7 and 8 students are not going to get the Asus devices back this school year. 	Technology is a commonly used tool for teaching and learning	
	<ul style="list-style-type: none"> IPad/netbook projects in MY 		<ul style="list-style-type: none"> *Gr. 5/6 classes 	Will allow for an assessment of how to proceed throughout the division for 2015-16	
	<ul style="list-style-type: none"> SuccessMaker pilot (EY – TCS; MY- Douglas) 	G. Butler M. Janssen	<ul style="list-style-type: none"> *Late implementation @ TCS - (Gr. 1/2) – some tech challenges – have been resolved – 5 laptops now in place *Implementation at Douglas (Gr 4-8) – netbooks – initial placement complete with all students *Follow-up with pilot CR's to determine outcomes and create report 	Pilots to determine if it is an effective tool for student literacy learning	2014-2015
	<ul style="list-style-type: none"> Sound systems in K-3 Classroom 	G. Butler	<ul style="list-style-type: none"> *Installed in all K-3 classrooms, music rooms, and most gyms 	Clear instructions for students	2014-2017
				Improved use of voice for teachers for students	
	Divisional services & logistics	G. Butler			
	<ul style="list-style-type: none"> School Bundle “tech platform” 			A robust platform that will support future technology growth in the division over the years	2014-2017
<ul style="list-style-type: none"> o Division website 		<ul style="list-style-type: none"> *New website launched Nov 17 *Launching Divisional Portal and School Portals *2 schools are piloting the portal (ECI & MCI) *Working with Division staff on adding information to the portal (D.O., Principals and Secretaries) 	More hits from public for updated divisional information	2014-2015	

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	<ul style="list-style-type: none"> ○ Individual teacher/staff/student “MYSITE” 		<ul style="list-style-type: none"> *Currently working on this project (ICt dept) *Waiting for connection between SchoolBundle & PowerSchool (January target) *Connection is complete, working with a small number of staff beginning of April (ECI) *Working with ECI staff and students on implementing “MYSITE” 	Real time connectivity for parents with teachers re: their child’s progress	2014-2015	
	<ul style="list-style-type: none"> ○ Parent portal/communication 		<ul style="list-style-type: none"> *March target *Moved to the fall of 2015 	Immediate information	2014-2015	
	<ul style="list-style-type: none"> • Outlook 		<ul style="list-style-type: none"> *Implemented – used by staff & students 	Internal division communication is immediate		
	<ul style="list-style-type: none"> • Power teacher/Power School 			Teachers are able to use technology effectively & efficiently for tracking & reporting students achievement & progress	2014-2017	
	<ul style="list-style-type: none"> ○ Provincial reporting platform 		<ul style="list-style-type: none"> *On-going – smooth reporting period / 1st Semester complete *2nd and Third reporting done, no issues 	Works smoothly with RRSD technology		
	<ul style="list-style-type: none"> ○ Student assessment info 		<ul style="list-style-type: none"> *Outcomes to be imported into PowerSchool “Visualizer” feature - ongoing 			
	<ul style="list-style-type: none"> • Destiny (library software) 		<ul style="list-style-type: none"> *Librarians opted out of training; feeling confident with program 			
Provide improvements to our buildings for the future of our staff and students	New gym floor in Rivers Coll.	L. Dobreen Mtce Staff	<ul style="list-style-type: none"> *In progress – Completed *Heating Upgrade plans in process *Tender awarded – Completion July/August 	Provide a better environment for P. Ed. Programs	2014-2015	
	Resurface gym floor in Elton Coll.	Contractors	<ul style="list-style-type: none"> *Completed 	Improve appearance of gym floor for future use	2014-2015	
	New boiler installed at Elton Coll.		<ul style="list-style-type: none"> *Completed 	More efficient heating for the future	2014	
	Minnedosa Coll. New gym floor (the only H/S left with old gym flooring)				Provide a better environment for P. Ed. programs	2017-2018
	Start working on a plan for new Division Office	L. Dobreen Sr. Adm.	<ul style="list-style-type: none"> *Sketch plans for new Division Office on main floor of Provincial Building have been completed. Architects are developing detailed working drawings in preparation for tender and budget development. Negotiation of development and lease of second floor to Provincial Government Departments has commenced. *Progress continues: Working drawings in progress; Budget estimate presented to Board June 2, 2015; negotiations with MIT continue with projected completion of late June 2015; Projected tender date in July 2015. 	Provide a better working environment for employees		
	5 year Capital Plan for PSFB		<ul style="list-style-type: none"> *Due April 15, 2015 * Submitted with minor changes from prior year. 	Provide future needs for our School Division		

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SRB-Atrieve payroll, financial / accounts and human resource program will be operating and users will be proficient and functionality improved	*Continue to implement the new Payroll, Financial / Accounts Human resource software program and successfully train staff. *Improve functionality of the new program – develop reports, manuals, assistive information for users.	K. McNabb L. Good	*The Finance, Payroll and HR module has been implemented, school based staff training completed (manuals developed) and there are only a few issues remaining to resolve. Still need to complete training on the Report Writer function and continue to gain confidence improve user's proficiency. *Report Writer training is in process. Will spend the next few months working with the program to develop proficiency and identify areas further development and training. Overall review of the program will take place over the summer of 2015. *Overall review of the program scheduled for the summer of 2015.	*Users of new program are competent and confident in using it. *Functionality of the new program is improved – users become proficient in the programs and reports. *Fiscal accountability of the Division is improved.	2014-2016
Support Staff Benefits will be reviewed and changes proposed to the Board.	* Implementation of the Blue Cross - mandatory support staff Extended Heath Care Plan.	K. McNabb	*Extended Heath Care Plan enrollment materials have been distributed to all support staff and payroll staff are gathering responses. Payroll deductions will be implemented December 2014 and the plan implemented January 1, 2015. *EHC Plan implementation is complete. Review of benefit policies to ensure consistency with unionized benefits has been completed. Equity between 12 and 10 month employee vacation benefit is planned effective July 1, 2015. Preparation to survey for interest in and employee paid LTD plan for non-unionized employees is in process. *Survey on interest in a LTD plan for non-unionized employees is in process – results to report to Board June 17, 2015.	*CUPE will be surveyed for participation in the plan. * Enrollment of current employees will be completed by October 31, 2014 to allow for implementation of plan in January 2015.	2014-2015
Support staff will be well oriented to Divisional policies, procedures, practices	*Develop and implement a support staff orientation process / manual. *Investigate the option to combine the orientation process with teachers. *Investigate the option for an online orientation process.	K. McNabb	*Draft support staff manual has been developed and needs to be reviewed finalized. *Will be completed in summer 2015 by Division Office Administration summer student.	*Staff will be informed of Divisional employment, payroll and personnel policies and practices. *Requests to payroll and personnel staff will reduce.	2014-2015

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Development of new or renovated Division Office space	<ul style="list-style-type: none"> *A plan for renovation of the Provincial Building as the new Division Office will be developed for occupancy by July 2016. * A variety of options for facility development of the Maintenance Shop and Transportation Garage will be investigated. *Partnerships with Manitoba Hydro and the Town of Minnedosa will be investigated. 	Sr. Adm.	<ul style="list-style-type: none"> *Sketch plans for new Division Office on main floor of Provincial Building have been completed. Architects are developing detailed working drawings in preparation for tender and budget development. Negotiation of development and lease of second floor to Provincial Government Departments has commenced. *Have discussed the Division's interest in the Minnedosa Hydro building with Manitoba Hydro property Management Dept. and have been assured we will be contacted when the building is available for sale. *Discussion with Town of Minnedosa regarding progress to retain the town yard adjacent to the new Division office are in progress- Report to the Board June 17, 2015. 	<ul style="list-style-type: none"> *Renovation plan for the Provincial Building of Division Office facilities will be developed and implemented. *A plan for renovation or construction of a new Maintenance Shop will be developed for occupancy by July 2017. 	2014-2016
Division communication will be efficient with minimal duplication	<ul style="list-style-type: none"> *Review of all Administrative and Human resource forms, procedures, manuals, processes *All Administrative forms will be reviewed and organized in a coordinated system that interfaces with a new email / document management system. 	K. McNabb G. Butler L. Good	<ul style="list-style-type: none"> *Forms currently being converted from Word to PDF to be put on SchoolBundle * Forms from First Class currently being re-categorized and organized in School Bundle for access in My Site. *Assess progress and enlist assistance of Division Office summer student to complete this project by Fall 2015. 	<ul style="list-style-type: none"> *Following implementation of a new email program, administrative and human resource forms will be centrally located, user friendly and used as per policy/regulation *Administrative and Human Resource forms will be centralized, user friendly, organized and used as per policy/regulation. 	2015-2016
Comprehensive inventory management system will be operating	<ul style="list-style-type: none"> *Implement a comprehensive Inventory Policy and Procedure/Regulation *Implement Inventory Management System Software in concert with new Financial-Accounting program. *Develop procedure for inventory management 	K. McNabb G. Butler L. Good	<ul style="list-style-type: none"> * Fixed Asset Policy DID revised October 2014. 	<ul style="list-style-type: none"> *Inventory system will effectively track goods acquisition, consumption and disposal. *School staff will be following policy/regulations. 	2014-2016
Efficient transportation of students	Continue to upgrade the fleet of busses by buying buses equipped with the "clean air" emissions	D. Tesarowski	<ul style="list-style-type: none"> *Six buses were recently tendered and sold *Three new buses added to the fleet from IC Corp. *Purchasing two more "clean air" buses and removing two older buses from the fleet in July *Delivery July/August 2015 	Busses are always ready	Ongoing

ROLLING RIVER SCHOOL DIVISION ACTION PLAN – 2014-2015 TO 2016-2017

Goal / Initiative <i>(What specifically are you trying to improve/achieve?)</i>	Strategies / Activities <i>(What actions will you take?)</i>	Team Leaders <i>(Who will lead the initiative)</i>	Trimester Progress Reports <i>(Evidence of progress to date)</i>	Indicators of Progress <i>(What evidence exists that the goal/initiative is being met?)</i>	Target for Completion <i>(When is the initiative expected to be completed)</i>
	Plan efficient routing to reduce the amount of fuel used. Plan efficient school travel.	D. Tesarowski	<p><i>*Daily kilometres driven this year on route is 4284, down from 4407 last year. (123 kms per day, 22,500 kms per year). Estimating that approx. 9,000 litres less fuel used/year.</i></p> <p><i>*As of January 30th, 4000 fewer litres of fuel was purchased compared to last year</i></p> <p><i>*As of March 31st, 2015 - 12,000 fewer litres of diesel fuel was purchased. This amount does not reflect on site inventory for the comparison dates. The most accurate saving will be determined at year end.</i></p>	Amount of fuel used diminishes	Ongoing

ROLLING RIVER SCHOOL DIVISION ACTION PLAN – 2014-2015 TO 2016-2017

Goal / Initiative <i>(What specifically are you trying to improve/achieve?)</i>	Strategies / Activities <i>(What actions will you take?)</i>	Team Leaders <i>(Who will lead the initiative)</i>	Trimester Progress Reports <i>(Evidence of progress to date)</i>	Indicators of Progress <i>(What evidence exists that the goal/initiative is being met?)</i>	Target for Completion <i>(When is the initiative expected to be completed)</i>
Development of new or renovated Division Office space	* A variety of options for facility development of the Maintenance Shop and Transportation Garage will be investigated.	Sr. Adm.	*Inquiries as to availability of local Hydro building have been made.	*A plan for renovation or construction of a new Maintenance Shop will be developed for occupancy by July 2017.	2014-2016
	*Partnerships with Manitoba Hydro and the Town of Minnedosa will be investigated.		*Waiting for response from MB Hydro *Have discussed the Division's interest in the Minnedosa Hydro building with Manitoba Hydro property Management Dept. and have been assured we will be contacted when the building is available for sale. *Discussion with Town of Minnedosa regarding progress to retain the town yard adjacent to the new Division office are in progress- Report to the Board June 17, 2015.		
To provide transportation to meet the needs of the user groups in an economical and efficient manner	Encourage school user groups to share transportation when able to, plan efficient outings by using localized travel when possible vs long distance, choose the appropriate number of buses needed to accommodate the ridership, achieve efficient daily routing while providing appropriate ride times	D. Tesarowski	*Suggestions to share transportation made to schools as trip requests are received. One school sent two classes to two different events in Winnipeg. A savings of approximately \$400.00 and a reduction in fuel by 160 litres. *A couple of schools have requested to share buses and as a result, progress is being made. *Schools are taking advantage of combining bus trips and sharing the costs to different sporting activities, especially at the high school level.	-no trips are cancelled due to shortage of bus drivers -buses are in good working condition at all times -number of bus routes reflects declining rural student population but rider time has not increased	
Community voice in the matters pertaining to education	Use of Thoughtexchange in gathering opinion and ideas	Sr. Adm. Board	*Will be sent in New Year *Proposed for April 8, 2015 Board Meeting *Thoughtexchange completed – final phase – review data	Prioritized data on ideas and suggestions from community Division plans that have used Thoughtexchange data	
	Invitation to PAC to invite Board to meetings	R. Klassen Board	*Invitations sent out *Meetings have been conducted throughout the division.	Trustees will be informed about community issues	
Share with community all the great education taking place in the Division	Use of media to provide RRSD success	R. Klassen	*Shared multi age strategy with Mdsa Tribune but have not written the article	Articles in papers	
	Use new interactive website		*New website up and running	Community will have good knowledge and understanding of RRSD success	
			*Sent out news articles to Trustees	Website will have increase in traffic	