INTERLAKE SCHOOL DIVISION

Preparing Today's Learner for Tomorrow

Administrative Procedure 1080

Planning and Reporting

Board Governance Policy Cross Reference: 1, 7, 12, 13, 14

Administrative Procedures Cross Reference:

Education for Sustainable Development

Equity

Form Cross Reference:

Legal/Regulatory Reference:

ESD School Plan Exemplar and Information (Manitoba Education)

Interlake School Division Continuous Improvement Plan

K-12 Framework for Continuous Improvement

Manitoba Education School Plan Template

The Interlake School Division follows an annual planning cycle. This cycle represents key activities and processes undertaken regarding planning, consultation, and reporting. See Annual Planning Cycle Graphic on next page.

Continuous Improvement Plan

The Interlake School Division Continuous Improvement Plan provides a framework designed to enable each student to realize their full potential as a contributing and responsible member of society. The plan is developed in consultation with community, staff, and students.

The Board has endorsed the following Continuous Improvement Statements:

- Contributing and responsible members of society are literate, numerate, and committed to the well-being of themselves and others.
- Our plan for continuous improvement will provide high-quality learning opportunities which are accessible, equitable, and responsive.

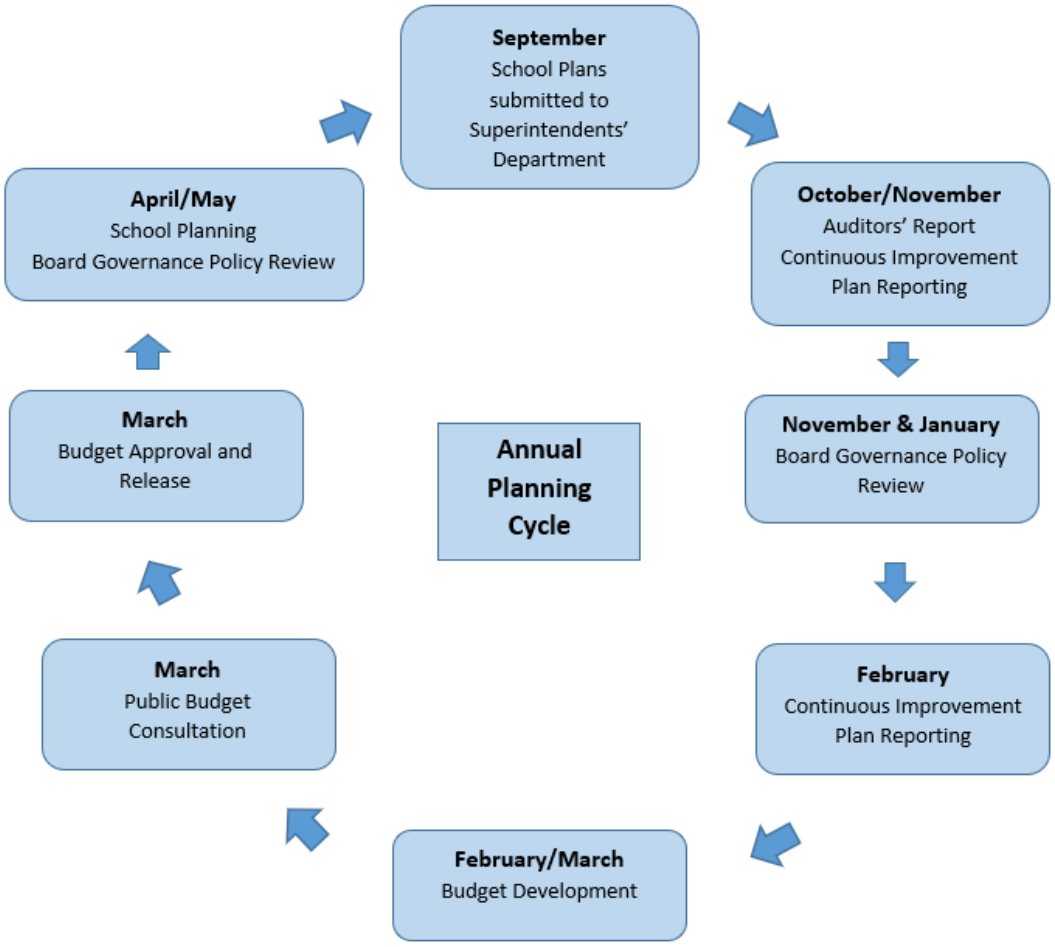
The focus areas identified in the plan are influenced by the direction of the Province through the K-12 Framework for Continuous Improvement, the voice of the Interlake School Division (ISD) community,

and student achievement data. Please see ISD's Continuous Improvement Plan for details on priorities, strategies and indicators of success.

The Division will report to the community on Continuous Improvement Plan results annually in October.

The Continuous Improvement Plan is monitored and revised throughout the annual planning cycle and provides direction to Division staff for budget development, Division planning, and school planning.

Annual Planning Cycle



School Planning and Reporting

Alongside the Continuous Improvement Plan, schools will create and implement school-specific plans in the identified areas of focus. Continued reflection on the plan by all members of the ISD community will provide evidence of progress, define additional needs, and support clear areas of focus throughout the duration of the plan.

The Principal is responsible for the development of an annual School Plan in collaboration with staff, students, parents and community. The following guidelines will apply:

a. The School Plan will link to focus areas in the ISD Continuous Improvement Plan. Other areas of focus may be identified based upon school needs;
b. School Principals will prepare the annual school plan in consultation with staff, students and community;
c. The School Plan will be submitted to the Superintendents' Department in September for the ensuing school year;
d. Schools will report to their community on their annual School Plan progress in June;
e. Every school in Manitoba is encouraged to have an Education for Sustainable Development (ESD) plan. ESD plans may be incorporated in the school plan or a separate plan can be developed. Examples of how to develop a school-based ESD plan can be found in ESD School Plan Exemplar and Information (Manitoba Education); and
f. School principals will develop student code of conduct and emergency response plans at the local level, in consultation with parents, student and staff. These plans are to be reviewed every year.