

Our School Development Plan, 2007-2008

The school development plan for the coming school year is part of a 3-year plan developed using the Provincial School Development Model. The school's plan is revisited yearly using the results from the **Report on School Development Plan from Previous Year** and the **Analysis of Most Current School Data**. While any school endeavors to meet the target dates of its 3-year plan, it recognizes that its plan is flexible, that revisions may occur annually, that new goals may arise, and that some goals may be longer or shorter than the duration of the plan (i.e. a goal may be targeted for 2 or 4 years within a 3 year plan).

This section outlines the School Development Plan for the coming school year. The templates that follow list the goals, objectives, indicators of success, intended strategies, and support plans. Included in this section is the **Operational Issues Report**. Critical issues are sometimes identified through the School Development process, but may not be directly related to a specific goal. The School Development model provides an avenue for those issues to be recorded and addressed.

Holy Spirit High School went through the process of an internal review during 2006-2007 in an attempt to identify **two core goals**, each with **three objectives**. Students, staff and parents helped identify areas of strength and weakness, and developed **indicators of success** for each goal and its objectives. **Five strategies** were developed to help achieve each of the six core objectives over a **three-year period**, commencing in September 2007, complete with specific **support plans** for each strategy, to enable measurement of progress and achievement.

In the spring of 2008 a team of professionals outside the school will conduct an external review to determine progress and success with our School Development Plan, and to identify any areas that need improvement.

Operational Issues for 2007-2008

| Operational Issue | Intended Action |
|----------------------------|---|
| Parking Lot Safety | Re-design and re-painting of student and teacher parking areas, complete with new crosswalks and handicapped parking zones. |
| Lunch Hour and Intramurals | Maintaining a single lunch period for all, so all students can avail of lunch hour activities, intramurals, and use of the Fitness Room. |
| Recess Period | To be located one hour earlier than past practice, to better meet the needs of students who do not eat breakfast and are hungry at 9:30. |
| Teacher Supervision | Significant increase to ensure safety for all students, both inside and outside the building, and pairings of male and female supervisors. |
| Free Textbooks/Workbooks | Plan operationalized to ensure protection and careful use of free texts by students in Grade 9 – Level III, and accountability for abused/lost texts. |

School Development Plan for 2007-2008

Goal 1: Establish an orderly, respectful learning environment that is safe for students.

Objective 1.1: Awareness Campaign

Indicators of Success:

- Eight (8) monthly meetings with homerooms
- Four (4) quarterly meetings with Advisors
- Visuals promoting safety are prominent in school setting

Strategies:

- 1.1.1 MADD Presentation/Alcohol & Drug Awareness Campaign
- 1.1.2 Regular policy briefings
- 1.1.3 Student survey
- 1.1.4 Student Committee led by Student Council
- 1.1.5 Guidance Counselor visits to all students (English classes) in September

Support Plan:

| Financial | Professional Development | Communication | Time Allocation |
|-----------|-------------------------------|---------------------------|----------------------------|
| 1.1.1 Nil | 1.1.1 N/A | 1.1.1 PA, Newsletter, Web | 1.1.1 2 hours – Oct. 18 |
| 1.1.2 Nil | 1.1.2 1/2 Day – Alcohol/Drugs | 1.1.2 PA, Newsletter, Web | 1.1.2 1/2 Day |
| 1.1.3 Nil | 1.1.3 N/A | 1.1.3 N/A | 1.1.3 1 hour – April, 2008 |
| 1.1.4 Nil | 1.1.4 N/A | 1.1.4 PA, Newsletter, Web | 1.1.4 1 hour per month |
| 1.1.5 Nil | 1.1.5 N/A | 1.1.5 PA, Newsletter, Web | 1.1.5 21 class periods |

Objective 1.2: Building security

Indicators of Success:

- Regular Police Presence in School via Regular Visits
- Increased administrator visibility in classrooms, corridors and on grounds
- Increased teacher consistency in enforcement of expectations and policies
- Positive Student Survey Results

Strategies:

- 1.2.1 Online ‘Anonymous Tip’ Center
- 1.2.2 Regular washroom checks; entrance doors locked & checked twice per period
- 1.2.3 Window installed in Office Door nearest Main Entrance
- 1.2.4 Banning use of blog sites in school setting
- 1.2.5 Installing of 6 additional security cameras in designated corridor areas

Support Plan:

| Financial | Professional Development | Communication | Time Allocation |
|-----------------|--------------------------|---------------------------|---------------------------|
| 1.2.1 N/A | 1.2.1 N/A | 1.2.1 PA, Newsletter, Web | 1.2.1 N/A |
| 1.2.2 N/A | 1.2.2 N/A | 1.2.2 PA, Newsletter, Web | 1.2.2 N/A - supervision |
| 1.2.3 \$200.00 | 1.2.3 N/A | 1.2.3 PA, Newsletter, Web | 1.2.3 N/A |
| 1.2.4 N/A | 1.2.4 1/2 Day - Blogs | 1.2.4 PA, Newsletter, Web | 1.2.4 1/2 Day |
| 1.2.5 \$2000.00 | 1.2.5 N/A | 1.2.5 PA, Newsletter, Web | 1.2.5 2 weeks - September |

Objective 1.3: Behavioral Supports

Indicators of Success:

- Increased teacher/administrator consistency enforcing expectations & policies
- Fewer unexcused late arrivals; fewer missed tests; fewer suspensions

Strategies:

- 1.3.1 Positive descriptors in WinSchool Conduct Module
- 1.3.2 ‘Gotya’ Tickets with monthly prize draws
- 1.3.3 Academic Merit Program
- 1.3.4 Implementation of Merit/Demerit System
- 1.3.5 Cooperative Discipline approach

Support Plan:

| Financial | Professional Development | Communication | Time Allocation |
|--------------------------|----------------------------------|---------------------------|--------------------------|
| 1.3.1 N/A | 1.3.1 N/A | 1.3.1 PA, Newsletter, Web | 1.3.1 N/A |
| 1.3.2 \$250.00 | 1.3.2 N/A | 1.3.2 PA, Newsletter, Web | 1.3.2 1 Hrmr Pd. monthly |
| 1.3.3 \$700.00 | 1.3.3 1 Staff Meeting – Sept. 12 | 1.3.3 PA, Newsletter, Web | 1.3.3 2 hours - February |
| 1.3.4 \$300.00 | 1.3.4 1 Staff Meeting – Sept. 12 | 1.3.4 PA, Newsletter, Web | 1.3.4 N/A |
| 1.3.5 \$50.00 Honorarium | 1.3.5 1 Day - Strategies | 1.3.5 PA, Newsletter, Web | 1.3.5 1 Day |

Goal 2: Create a positive, interactive learning community that maximizes student achievement.

Objective 2.1: Awareness Campaign

Indicators of Success:

- Fewer students in ‘basic’ courses
- Pass rates that meet or exceed 80%
- More homework completed, fewer tests missed, fewer late assignments

Strategies:

- 2.1.1 Eight (8) monthly meetings with homerooms
- 2.1.2 Four (4) quarterly meetings with Advisors
- 2.1.3 Student Conferences on day of Parent Conferences
- 2.1.4 Teacher PD on motivational strategies, cooperative learning, technology, etc.
- 2.1.5 Monthly calls re unexcused absences by Student Advisors.

Support Plan

| Financial | Professional Development | Communication | Time Allocation |
|-----------------------|--------------------------|---------------------------|-----------------------------|
| 2.1.1 N/A | 2.1.1 N/A | 2.1.1 PA, Newsletter, Web | 2.1.1 8 Hours Per Year |
| 2.1.2 N/A | 2.1.2 N/A | 2.1.2 PA, Newsletter, Web | 2.1.2 12 Hours Per Year |
| 2.1.3 N/A | 2.1.3 N/A | 2.1.3 PA, Newsletter, Web | 2.1.3 2 Half-Days Per Year |
| 2.1.4 \$50 Honorarium | 2.1.4 1 Day | 2.1.4 PA, Newsletter, Web | 2.1.4 1 Day |
| 2.1.5 N/A | 2.1.5 N/A | 2.1.5 PA, Newsletter, Web | 2.1.5 1 Prep Period Monthly |

Objective 2.2: Instructional Focus

Indicators of Success:

- 20% increase in ‘Opt-Out’ Program
- Improved attendance rates; fewer unexcused late arrivals
- Fewer missed tests; increased pass rates; increased course averages

Strategies:

- 2.2.1 Fewer interruptions to instructional time
- 2.2.2 School ‘Supplies’ Store
- 2.2.3 Teacher punctuality for homeroom and teaching periods
- 2.2.4 Online Calendar for notice of tests, field trips, guest speakers, assemblies
- 2.2.5 Increased use of K12 Planet for communication with home and student

Support Plan:

| Financial | Professional Development | Communication | Time Allocation |
|-----------|--------------------------|---------------------------|-----------------|
| 2.2.1 N/A | 2.2.1 N/A | 2.2.1 N/A | 2.2.1 N/A |
| 2.2.2 | 2.2.2 N/A | 2.2.2 PA, Newsletter, Web | 2.2.2 N/A |
| 2.2.3 N/A | 2.2.3 N/A | 2.2.3 N/A | 2.2.3 N/A |
| 2.2.4 N/A | 2.2.4 1 Staff Meeting | 2.2.4 Staff Meeting | 2.2.4 N/A |
| 2.2.5 N/A | 2.2.5 1 Staff Meeting | 2.2.5 PA, Newsletter, Web | 2.2.5 N/A |

Objective 2.3: Behavioral Supports

Indicators of Success:

- Increased teacher/administrator consistency enforcing expectations & policies
- Fewer unexcused late arrivals; fewer missed tests; fewer suspensions

Strategies:

- 2.3.1 Positive descriptors in WinSchool Conduct Module
- 2.3.2 ‘Gotya’ Tickets with monthly prize draws
- 2.3.3 Academic Merit Program
- 2.3.4 Implementation of Merit/Demerit System
- 2.3.5 Cooperative Discipline approach

Support Plan:

| Financial | Professional Development | Communication | Time Allocation |
|----------------|----------------------------------|---------------------------|--------------------------|
| 2.3.1 N/A | 2.3.1 N/A | 2.3.1 PA, Newsletter, Web | 2.3.1 N/A |
| 2.3.2 \$250.00 | 2.3.2 N/A | 2.3.2 PA, Newsletter, Web | 2.3.2 1 Hmrm Pd. monthly |
| 2.3.3 \$700.00 | 2.3.3 1 Staff Meeting – Sept. 12 | 2.3.3 PA, Newsletter, Web | 2.3.3 2 hours - February |
| 2.3.4 \$300.00 | 2.3.4 1 Staff Meeting – Sept. 12 | 2.3.4 PA, Newsletter, Web | 2.3.4 N/A |
| 2.3.5 N/A | 2.3.5 1 Day - Strategies | 2.3.5 PA, Newsletter, Web | 2.3.5 1 Day |