



## EARLY PROGRESS REPORT

### Year 1, AiM—Achievement in Motion for Student Success System Plan



## SUCCESS FOR EACH STUDENT GOAL

This goal focuses on delivering a quality learning experience to support high levels of academic achievement for each student.

### ACTION STEPS

1. Continue implementation of the 2010 Board Student Achievement Improvement Plan, Kindergarten to Grade 12, which includes S.M.A.R.T. (specific, measurable, attainable, realistic and timely) goals in the areas of:
  - a. LITERACY - reading for meaning and non-fiction writing.
  - b. NUMERACY - mathematical processes.
  - c. PATHWAYS - improvement in achievement and pass rates for Grade 7 & 8 History/Geography, Grade 9 Applied Geography and Grade 10 Civics.
  - d. COMMUNITY, CULTURE AND CARING - increased access and use of assistive technology for students with Special Education needs to increase academic success.
2. Develop the Board Improvement Plan for Student Achievement for the period January to December 2011.
3. Develop a district assessment, evaluation and reporting procedure that aligns with *Growing Success: Assessment, Evaluation and Reporting in Ontario Schools, First Edition Covering Grades 1 – 12, 2010*.
4. Develop an implementation plan based on the 2010 recommendations of the Information Technology Advisory Committee.
5. Implement Ministry of Education Full-day K. Develop an accommodation plan that incorporates system needs and culture.
6. (a) Develop a project plan for the implementation of an enterprise resource planning system; and (b) Implement the enterprise resource planning system, Phase 1, for August 31, 2011.

### ACCOMPLISHMENTS TO DECEMBER 2010

Actions completed to date include the following:

- The 2010-2011 Board Improvement Plan for Student Achievement was submitted to the Ministry of Education for approval on October 31, 2010.
- The 2010-2011 School Improvement Plans for Student Achievement are being finalized for implementation in January 2011.
- Revised School Effectiveness Framework has been implemented and the K-12 district review process is underway.
- Skopus training for school administrators is underway.
- Draft Procedure 388: Assessment, Evaluation and Reporting, was released in September.
- Review of the Employment Destinations Program is underway.
- Full-day Kindergarten began in September at seven schools.
- 12 designated early childhood educators are working as partners with classroom teachers to deliver the Kindergarten program in the Full-day Kindergarten schools.
- Long-term enrolment projections were completed in September.
- A review of school facilities and space utilization is underway.
- The project to replace the Financial/Human Resources/Payroll system is underway with Altus Dynamics.

### NOTES

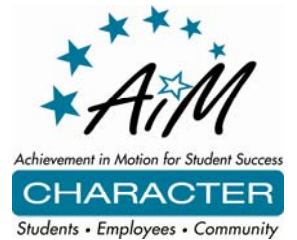
The AiM—Achievement in Motion for Student Success System Plan  
Is online at: [www.hpedsb.on.ca/](http://www.hpedsb.on.ca/) under QUICK LINKS

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**CARING COOPERATION HONESTY HUMOUR**  
**INTEGRITY RESPECT RESPONSIBILITY TRUSTWORTHINESS**





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### EMPLOYEE EXCELLENCE GOAL

This goal focuses on valuing every employee, providing opportunities to learn and grow, and engaging all in contributing to the success of each student.

#### ACTION STEPS

1. Update the Talent Development Plan to continue building capacity for support and academic staff.
2. Finalize and implement the Support Staff Performance Appraisal process.
3. Develop the Senior Management Performance Appraisal tool and pilot project.
4. Establish a steering committee to investigate support staff mentoring and develop an action plan.
5. Continue to develop and recruit school and district leaders.
6. Update the Recruitment Plan for academic and support staff to align with recommendations from the 2010 Operational Review.
7. Establish a steering committee comprised of internal and external partners to explore initiatives to promote a healthy workplace culture.
8. Explore the feasibility of partnering with a provider to collect baseline data on employee wellness to guide future plans.
9. Organize and celebrate district-wide healthy workplace events to celebrate the fun in life.
10. Promote safe, respectful, inclusive learning and working environments for all employees.

#### ACCOMPLISHMENTS TO DECEMBER 2010

Actions completed to date include the following:

- Board Leadership Development Strategy/Talent Development Plan was submitted to Ministry of Education in October.
- Two Leadership Series sessions: 1) Rosita Hall in September; and 2) Valerie Cade in October.
- Electronic Support Staff Performance Appraisal System was completed and ready to pilot.
- Healthy Workplace Steering Committee met in early November.
- Healthy workplace activities: Terry Fox events at all sites in September; awareness of Canada's Healthy Workplace Month in October; Health & Wellness Fair in November.

#### NOTES

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Achievement in Motion for Student Success

**CHARACTER**

Students • Employees • Community

## COMMUNITY CONNECTIONS GOAL

This goal focuses on supporting the success of each student through effective community relationships, and safe, respectful, inclusive learning and working environments.

### ACTION STEPS

1. Increase opportunities for positive messaging, and promote awareness of student, school and district successes and celebrations on a weekly basis through employees and local media.
2. Complete three components of the Privacy and Information Management (PIM) Plan: i) initiate a records management process; ii) develop a privacy impact assessment (PIA) protocol; and iii) develop a privacy breach protocol.
3. Support schools in the implementation of school climate surveys, and compile and analyze the district results.
4. Provide information about equity and inclusive education procedures and practices to students, administrators, trustees, teachers, parents, school staff, school councils and volunteers.
5. Enhance cooperative and collaborative community services partnerships with a focus on children's mental health and safety in schools.
6. Enhance cooperative and collaborative facility partnerships that provide access to schools for use by students, families and the broader community.

### ACCOMPLISHMENTS TO DECEMBER 2010

Actions completed to date include the following:

- 36 news releases since September 1; featured four times on CKWS-TV news. One issue of *eCommunity* employee newsletter distributed in November. Messaging about employees as ambassadors.
- Records management services provider has been selected and project work is underway.
- Gap analysis for privacy and information management was completed in September.
- Employee training for privacy awareness continued throughout the fall; investigating Adobe Connect technology to reach more.
- Safe Schools surveys will be completed by staff, students and parents/guardians by the end of December.
- Awareness of equity and inclusivity was promoted through *eCommunity*, and meetings with school administrators and community partners.
- Procedure 135: Religious Accommodation Resource Guide was released in September.
- Several meetings with community partners on the following: Integration with Education Committee, Crown Ward Championship Team, Community Threat Assessment Protocol, and training for participation in Kid's Mental Health project.
- Annual meeting of Parent Involvement Committee was held in October.
- District-wide campaign for Bullying Awareness and Prevention Week was November 15 – 19.
- Implementation of Phonological Awareness Group Enrichment and Support Program (PAGES) is underway.
- Over 60 community partnership agreements were place for September.
- Community use of schools/facility partnerships website was updated in October.
- Community use of schools booking process was updated to incorporate Ministry of Education reporting requirements and to ensure effectiveness and sustainability of community use of schools.
- The online facility booking system was enhanced in November to improve public access and use.

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