

Kamsack Comprehensive Institute Learning Improvement Plan

Section One: Context

School Mission/Vision Statement:

“Keep Caring Important”

School Community Council Structure:

Kamsack Comprehensive Institute School Community Council consists of a minimum of 12 members:

- 5 parent/community representatives
- 1-3 students
- 2 First Nations Representative (Cote and Kesseekeoose)
- 1 Community School Coordinator
- 3 professional staff including principal, vice-principal and a teacher

Student Demographics:

Kamsack Comprehensive Institute has Grades 5 – 12 with a total of 318 students.

Grade 5 – 35

Grade 6 – 51

Grade 7 – 36

Grade 8 – 44

Grade 9 – 36

Grade 10 – 39

Grade 11 – 45

Grade 12 - 32

School Programs and Services:

All core programs, including special education support and First Nations Language Instruction (Saulteaux). Also offered are Band, Industrial Arts, French and Driver Education. A community school coordinator and part time counselor are employed as well.

Section Two: School Priorities and Strategies

Division Priorities:

System Goals

1. To promote student achievement as our primary focus.
2. To develop a GSSD plan for addressing the Continuous Improvement Framework.
3. To develop and implement a GSSD communication strategy.
4. To develop a GSSD framework for the establishment and operation of School Community Councils.
5. To integrate and develop existing Caring and Respectful Schools activities into a GSSD Caring and Respectful Schools initiative.

School Priorities and Strategies:

- To enhance advocacy and governance capabilities through improved internal communications.
- To enhance partnerships between the home and the school.
- Kamsack Comprehensive Institute students will improve their mathematical problem solving skills.

Learning Improvement Plan

School: Kamsack Comprehensive Institute

Principal:

Goal	Objectives/Strategies	Responsibility	Timeline	Monitoring/Evaluation
<p>Goal #1: To enhance advocacy and governance capabilities through improved internal communications</p> <p>1. Performance Target: By June 2008, 80% of all KCI staff will affirm that collaboration has improved among staff members since May 2007.</p>	<p>1. Grade level meetings will become PLC discussions which focus on improved student learning strategies (e.g. Assessment for Learning).</p> <ul style="list-style-type: none"> • arrangements for related professional development re: PLC's and their function to improve student learning and by extension, collaboration 	<ul style="list-style-type: none"> • Principal/Vice-principal 	<p>Discuss with staff and central administration December 2007</p> <p>Initial in-service in February 2008</p>	<ul style="list-style-type: none"> • Review record of in-service of PLC
	<p>2. A staff "team building" retreat will be held wherein such issues as "expectations and limitations" re: internal communication will be discussed.</p>	<ul style="list-style-type: none"> • Staff and administration to discuss the time and agenda for a retreat. 	<p>Finalize time, location and agenda for retreat by December 12, 2007</p> <p>Retreat to be held January 10 & 11, 2008</p>	<ul style="list-style-type: none"> • Survey staff in June 2008, asking the extent to which, if any, collaboration has improved in comparison to the survey results of May 2007.
	<p>3. Recognition of staff's contributions to various school functions/operations will be a priority. Special initiatives will ensure that all staff are recognized.</p> <ul style="list-style-type: none"> • both formal and informal recognition will be given to staff members, parents and students for their contributions to the school e.g. assemblies, staff meetings, etc. 	<ul style="list-style-type: none"> • A committee of staff members, professional and support 	<p>Start December 2007</p> <p>Committee to meet regularly</p>	<ul style="list-style-type: none"> • Committee will make "recognition" suggestions to the entire staff beginning at the December staff meeting. This committee will meet regularly to review and monitor this initiative to ensure that all staff are recognized. • Review record of recognition initiatives.
	<p>4. PLC and staff meetings will rotate from classroom to classroom throughout the year with the host teacher and his/her EA spending</p>	<ul style="list-style-type: none"> • Staff and administration 	<p>Schedule will be determined.</p>	<ul style="list-style-type: none"> • Principal/vice-principal will develop an "open grid" document for PLC and staff

Goal	Objectives/Strategies	Responsibility	Timeline	Monitoring/Evaluation
	<p>time explaining the learning priorities/strategies in that room</p> <ul style="list-style-type: none"> Staff and administration will determine a schedule for PLC and staff meetings which will include individual teachers and EA's "hosting" discussions. 			<p>meetings and staff meetings and staff members will be invited to volunteer as hosts by signing their names in one of the grid's squares.</p>
	<p>5. In early January, KCI will administer a survey tool designed to measure "trust" within the staff. This will be administered to all staff. The same document will be administered in early June.</p>		<p>Survey tool to measure trust to be administered in January 2008 and June 2008</p>	<ul style="list-style-type: none"> Trust measurement tools as per Cory Popoff's grad studies research.
<p>Goal #2: To enhance partnership between the home and the school.</p> <p><u>1. Performance Target:</u> By June 2008, 70% of KCA parents will affirm that they have an awareness of the school's Learning Improvement Plan.</p>	<p>1. Place a permanent sign in a visible place in the community for the purpose of announcing coming events, communicating the three learning improvement goals and inviting parental response.</p> <ul style="list-style-type: none"> investigate the cost and support from central office and parents for the purchase of a sign. 	<ul style="list-style-type: none"> Principal/Vice-Principal 	<p>Erect sign by March 2008</p>	<ul style="list-style-type: none"> Re-survey parents in June, 2008 asking if they have had the opportunity to see and respond to the school's Learning Improvement Plan. Re-survey students in June, 2008 asking they have had the opportunity to be "hear" in the way the plan was/is being carried out.
<p>2. At parent teacher interviews in March/April 2008, hold a mini-information session with parents describing what is in the plan and the reasons. There will be a brief hand out which teachers can distribute and quickly explain during the course of their interviews. In both instances, invite parental responses.</p>	<ul style="list-style-type: none"> Staff 	<p>March/April 2008</p>		
<p>3. Each teacher is encouraged to select two parents per month to telephone with "good news" about their children and in so doing, ask if they have seen the learning improvement plan and invite them to respond</p>	<ul style="list-style-type: none"> Staff 	<p>Begin December 2007</p>		

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	to it.			
	4. Feature the learning improvement plan “online” and invite parents to read and respond to it.	<ul style="list-style-type: none"> • IT Staff 	February 1, 2008	
	5. Inform students as to the existence and rationale for the plan. Invite their responses and suggestions on an ongoing basis. <ul style="list-style-type: none"> • Keep students informed as to the processes being used to improve involvement throughout the year. continue to ask for their impressions/feedback. 	<ul style="list-style-type: none"> • Staff 	February 1, 2008	
	6. Utilize newsletter to inform “stakeholders” of the school’s progress towards achieving its involvement goal. <ul style="list-style-type: none"> • Staff to insure that each month, some reference is made in the newsletter about the school’s progress in achieving more input from parents (and by extension, students). 	<ul style="list-style-type: none"> • Staff 		
	7. Continue to use communication strategies already in place and use these tools to build awareness of the Learning Improvement Plan. Examples of these strategies are mailings, monthly newsletters, telephone calls, the GX 94, FOX 94.1, Spartan report, Student agendas, KCA column in the Kamsack Times. Efforts will be made with each of these strategies to invite feedback from parents and community.	<ul style="list-style-type: none"> • Principal/Vice-Principal 	Meetings of Grade 9 students and their parents will be held twice a year, February 2008 and April/May 2008	
	8. KCI will continue to enhance opportunities for parents to come in to the school. New	<ul style="list-style-type: none"> • Principal/Vice- 		

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	<p>suggestions for such opportunity included a community potluck supper in March/April 2008. The design of table placemats with the Learning Improvement Plan was also suggested.</p>	Principal		
<p>Goal #3: Kamsack Comprehensive students will improve their mathematical problem solving skills.</p> <p>1. Performance Target: By June 1, 2008, when compared to pretests administered in February, 2008, 80% of Kamsack Comprehensive Institute students will have improved their performance in mathematics.</p>	<p>1. The Principal/Vice-Principal will provide the leadership to inform all staff of the problem solving strategies. (Make a list, work backwards, draw a diagram and so forth).</p>	<ul style="list-style-type: none"> Principal/Vice-Principal 	January 30, 2008	<ul style="list-style-type: none"> Principal/vice-principal will be diligent in maintaining the time frames stated in the action required.
	<p>2. Each teacher will design a plan and submit it to the principal by February 15, 2008. This plan will describe the strategies that they will implement in each of their classes to enhance problem solving skills. This plan will become part of the annual long range plan that is due at the beginning of each school year.</p>	<ul style="list-style-type: none"> Teachers 	February 15, 2008	<ul style="list-style-type: none"> PLC meeting notes will be filed with the school secretary. Assessments designed for each class will be filed with the school secretary. The scores of these assessments will be forwarded to the school secretary.
	<p>3. This goal will be addressed in the PLC meetings beginning in January 2008.</p> <ul style="list-style-type: none"> PLC meetings will require note keeping to record the discussion and decisions of the meetings. A copy of these notes is to be provided to the principal/vice-principal and to each member of the PLC. 	<ul style="list-style-type: none"> Principal/Vice-Principal 		<ul style="list-style-type: none"> In June, 2008, the mathematics assessments administered in February and May will be analyzed to determine the percentage of students who improved Mathematics performance by utilizing mathematics problem solving strategies.
	<p>4. Mathematics teachers will design a brief assessment with a rubric for evaluation. The assessments will be grade appropriate. This assessment will be administered early in February 2008. A similar assessment will be administered in June 2008.</p>	<ul style="list-style-type: none"> Principal/Vice-Principal 	February 2008 May 2008	

Section Three: Plan to Communicate Accomplishments

Communication Plan:

- Share plan with School Community Council members as well as students. Invite their response.
- Utilize sign at front of school to inform parents of plan's existence.
- Post summary of plan on School's website.
- Include a copy of the Learning Improvement Plan along with student report cards in March 2008.
- Publish summary of plan, including its rationale, in school's newsletter and invite responses.
- Utilize the local newspaper and other media to highlight the plan and the progress being made towards achieving goals. In particular, report on CAT 3 and other test results regarding the Mathematics goal.