

## 2011-2014 Three Year Plan – Strategy Action Plan

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| <b>Strategy:</b> | Develop a system-wide, balanced, and integrated student information system that supports instant diagnostics of individual student achievement, as well as aggregated data at the classroom, school, and jurisdictional levels. |
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**Goal 4: Learning environments enable the acquisition of 21st Century competencies.**

**Outcome 2:** Accelerate innovation, research and organizational development to achieve operational efficiencies.

- Performance Measures:**
- Percentage of staff who agree available resources stimulate innovation.
  - Percentage of staff who agree Education Centre departments effectively support schools in building 21st Century learning environments.

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| <b>MRP</b>                | Kevin Wttewaall                        |
| <b>Resource Person(s)</b> | Glenn McClure, June Fox, Sherry Levick |

### FIRST QUARTER

| Sept. 1 – Nov. 15                                       | Action Steps   | Deliverables   |
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| Data Collection and Analysis                            | 1. Consulting with M. Besenski and J. Burger to ascertain what data is needed for end of year analysis and what data could be collected on an ongoing basis.   | Ongoing data available to admin and staff to analyze individual student achievement through SIS.   |
| Leadership Committee on developing common reporting     | 2. Form a committee of Ed Centre and school Based admin to work on the development of a common report format for elementary, middle, multi and high school levels  | A common and consistent reporting format that can be shared division wide  |
| Workshops for Key SIS users, lead teachers, counsellors | 3. Training of staff in use of new SIS to diagnose and analyze individual student achievement i.e., <ul style="list-style-type: none"> <li>▪ <i>PowerSchool Start of the Year</i></li> <li>▪ <i>School, Staff and Student Management - Traditional</i></li> <li>▪ <i>Enrollments and Transfers</i></li> <li>▪ <i>PowerTeacher Administrator</i></li> <li>▪ <i>PowerTeacher Portal</i></li> <li>▪ <i>PowerTeacher Gradebook: Getting Started</i></li> </ul> | Admin and staff who agree that a centrally based SIS is more efficient at tracking, updating and sharing student information within a 21 <sup>st</sup> Century learning environment. |
| Workshops for school based admin                        | 4. Training of school based administrators to use the new SIS to use individual student achievement data in a variety of school results reports to stakeholders i.e.,  | The ability for all schools to analyze individual student achievement at both  |

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|   | <i>PowerSchool Start of the Year School, Staff, and Student Management -Traditional During the School Year Scheduling – Secondary</i> | the school and the division levels to improve teacher best practices. |
| <b>Qualitative/Quantitative Analysis/Process Evaluation to Be Undertaken</b><br>Suggestion: Feedback from admin and staff on satisfaction with training session materials/topics, with online modules and with the ability to collect and share data. |   |   |
| <b>Communication Tactics</b><br>RVS sponsored training sessions; RVS corporate plone site; RVS staff news; RVS blog site; Online- staff news  |   |   |

## SECOND QUARTER

| Nov. 16 - Feb. 15   | Action Steps   | Deliverables   |
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| Data Collection and Analysis  | 5. Continued consultation with M. Besenski and J. Burger to ascertain what data is needed for end of year analysis and what data could be collected on an ongoing basis.   | Ongoing data available to admin and staff to analyze individual student achievement through SIS.   |
| Workshops for Key SIS users, lead teachers, counsellors   | 6. Continued training of staff in use of data for end of term results <ul style="list-style-type: none"> <li>▪ <i>End of Term</i></li> <li>▪ <i>Managing Grades and Academic Data</i></li> <li>▪ <i>PowerTeacher Gradebook: Working with Grades</i></li> <li>▪ <i>PowerTeacher Gradebook: Analysis and Reporting</i></li> <li>▪ <i>Tests: Parts 1,2 and 3</i></li> </ul>               | Admin and staff who agree that a centrally based SIS is more efficient at tracking, updating and sharing student information within a 21 <sup>st</sup> Century learning environment.   |
| Workshops for school based admin  | 7. Training of school based administrators to use the new SIS to use individual student achievement data in a variety of school results reports to stakeholders <ul style="list-style-type: none"> <li>▪ <i>Parent Access Setup</i></li> <li>▪ <i>Introducing Parents to PowerSchool Portal</i></li> <li>▪ <i>ReportWorks</i></li> <li>▪ <i>Automated Walk-in Scheduler</i></li> </ul> | The ability for all schools to analyze individual student achievement at both the school and the division levels to improve teacher best practices. The ability to involve stakeholders – i.e., parents and students in the assessment process |
| <b>Qualitative/Quantitative Analysis/Process Evaluation to Be Undertaken</b><br>Suggestion: Feedback from admin and staff on satisfaction with training session materials/topics, with online modules and with the ability to collect and share data. |  |  |
| <b>Communication Tactics</b><br>RVS sponsored training sessions; RVS corporate plone site; RVS staff news; RVS blog site; Online- staff news. Brochure to parents in digital and paper format on the new SIS system and its benefits                  |  |  |

### THIRD QUARTER

| Feb. 16 – May 15   | <b>Action Steps</b>  | <b>Deliverables</b>   |
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| <p>Data Collection and Analysis</p> <p>Workshops for Key SIS users, lead teachers, counsellors</p> <p>Workshops for school based admin</p>   | <p>8. Continued consultation with M. Besenski and J. Burger to ascertain what data is needed for end of year analysis and what data could be collected on an ongoing basis.</p> <p>9. Continued training of staff in use of new use data for end of term results</p> <ul style="list-style-type: none"> <li>▪ <i>Course Management Part 1- The Course Home Page</i></li> <li>▪ <i>Course Management Part 2 – Working with Content</i></li> <li>▪ <i>Course Management Part 3 – Working with Course Tools</i></li> </ul> <p>10. Training of school based administrators to use the new SIS to use individual student achievement data in a variety of school results reports to stakeholders</p> <ul style="list-style-type: none"> <li>▪ <i>Course Management Part 1- The Course Home Page</i></li> <li>▪ <i>Course Management Part 2 – Working with Content</i></li> <li>▪ <i>Course Management Part 3 – Working with Course Tools</i></li> </ul> | <p>Ongoing data available to admin and staff to analyze individual student achievement.</p> <p>Admin and staff who agree that a centrally based SIS is more efficient at tracking, updating and sharing student information within a 21<sup>st</sup> Century learning environment.</p> <p>The ability for all schools to analyze individual student achievement at both the school and the division levels to improve teacher best practices.</p> |
| <p><b>Qualitative/Quantitative Analysis/Process Evaluation to Be Undertaken</b><br/>Suggestion: Survey to all staff, parents and students on their satisfaction with our new SIS</p>   |  |   |
| <p><b>Communication Tactics</b><br/>RVS sponsored training sessions; RVS corporate plone site; RVS staff news; RVS blog site; Online- staff news. Brochure to parents in digital and paper format on the new SIS system and its benefits. Survey – i.e., Zoomerang for all stakeholders.</p> |  |   |

### FOURTH QUARTER

| May 16 – Aug. 30  | <b>Action Steps</b>   | <b>Deliverables</b>  |
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| <p>Data Collection and Analysis</p> <p>Leadership Committee on developing common reporting</p> <p>Workshops for Key SIS users, lead teachers, counsellors</p> | <p>11. M. Besenski and J. Burger to evaluate data for end of year analysis.</p> <p>12. Report on status of a common report format for elementary, middle, multi and high school levels</p> <p>13. Training of staff in use of new SIS to diagnose and analyze individual student achievement i.e.,</p> <ul style="list-style-type: none"> <li>▪ <i>Analytics for Teachers- Part 1</i></li> <li>▪ <i>Analytics for Teachers – Part 2</i></li> <li>▪ <i>Analytics: The Primary Dashboard</i></li> </ul> | <p>Analysis of individual student achievement through SIS.</p> <p>A common and consistent reporting format.</p> <p>Admin and staff who agree that a centrally based SIS is more efficient at tracking, updating and sharing student information within a 21<sup>st</sup> Century</p> |

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| Workshops for school based admin   | <p>14. Training of school based administrators to use the new SIS to use individual student achievement data in a variety of school results reports to stakeholders i.e.,</p> <ul style="list-style-type: none"> <li>▪ <i>PowerScheduler Part 1: Prepare to Build and Load a Master Schedule</i></li> <li>▪ <i>PowerScheduler Part 2: Course Prerequisites, Recommendations and Requests</i></li> <li>▪ <i>PowerScheduler Part 3: Prepare to Build and Load a Master Schedule</i></li> </ul> | <p>learning environment.</p> <p>The ability for all schools to analyze individual student achievement at both the school and the division levels to improve teacher best practices.</p> |
| <p><b>Qualitative/Quantitative Analysis/Process Evaluation to Be Undertaken</b></p> <ul style="list-style-type: none"> <li>▪ Suggestion: Analysis of survey results and feedback to all stakeholders.</li> </ul> |  |   |
| <p><b>Communication Tactics</b></p> <p>RVS corporate plone site; RVS staff news; RVS blog site; Online- staff news. Brochure to parents in digital and paper with results.</p>                                   |  |   |

**BUDGET PROJECTION**

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| <p><b>Costs</b></p> <ul style="list-style-type: none"> <li>▪ Three training sessions for key school contacts – i.e., three per school - SIS users, counsellors, lead teachers and/or administrators (October/January/April)</li> <li>▪ Food/ Beverages for training</li> <li>▪ Release time/substitutes for lead teachers/counsellors/some admin.</li> </ul> |
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