Strategic Planning for Boards

Trustee Academy Jan/Feb 2024



Our Session Today

How to align your strategic plan with the provincial education plan, reflect the needs and priorities of the division, the community, and provide clear direction to the Director and administration.



The Intent of a Strategic Plan

The tension between the vision and the current state.





The Board's Role

One of your most important roles as a board member is strategic planning. Strategic planning establishes the direction of the school board – a roadmap for all to follow and track.

The Strategic Plan provides the foundation for performance and risk oversight, setting expectations and determining planned outcomes.

SSBA Governance Handbook:

https://ssbagovernancehandbook.ca/section-one-table-of-contents/the-boards-role-in-planning-and-performance-oversight/



Setting the strategic direction of the organization and allocation of resources to strategies including budgets.

You do this by taking an active role in the establishment of the School Board's Vision, Mission, Goals and Objectives.

Developed in close collaboration with senior administration (who usually draft the plan); and, in consultation with key stakeholders.





You want to ensure you have a strategic plan that:

- a) Is aligned with the provincial plan, reflects the needs of the division, embodies your mission, values and moves you towards your vision;
- b) The Board can support enthusiastically;
- c) Captures the attention and support of staff, families and community;
- d) Provides clear direction/priority to the Director and senior administration and staff; and,
- e) Provides structure/measures/targets that the Board can monitor through reports from senior administration.



Principles

Strategic planning should be conducted in accordance with the following principles:

- 1. Stewardship: Boards of Education are faithful stewards of resources that belong to the people of Saskatchewan and that benefit local communities.
- 2. Accountability: Boards of Education are accountable to their local communities, and are responsible for the authorities delegated to them from the Province of Saskatchewan.
- **3. Fairness:** Boards of Education consider the interests of their communities and stakeholders, and govern in a fair and equitable way.
- **4. Transparency:** Boards of Education are clear and open about the School Board's strategic plan and priorities.
- **5. Equity:** Boards of Education strive for equity where there is equitable access to services and benefits from the expenditure of public funds on education.
- **6. Local Voice:** Education belongs to community, and Boards of Education represent communities in local education governance.
- 7. Student Voice: That student views and voice is sought, respected and included.



Main Elements of a Strategic Plan

- Stakeholder Engagement
- Environmental Scan
- Vision
- Mission
- Values
- Goals
- Objectives
- Strategies
- Actions
- Measures



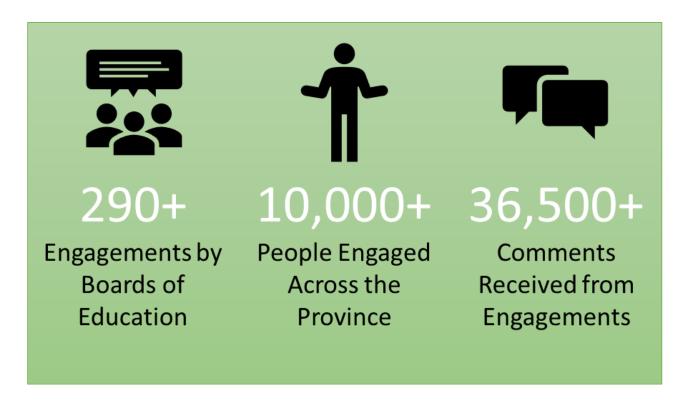
Planning in the Education Sector

Provincial Education Plan

Local Level - Board Strategic Plan



Connections Report



https://saskschoolboards.ca/wp-content/uploads/Vision-Engagement-Report.pdf



Provincial Framework 2020-2030





Indigenous Education Responsibility Framework

Framework for continuous organizational and individual self-evaluation of First Nations, Metis, Inuit education effectiveness; grounded in Inspiring Success

Informs plans at all levels of the provincial education sector (provincial, division, school, and individual)

Provincial Education Plan

Establishes the outcomes, targets, and actions for the sector

Informed by past, present, and projected progress; guided by Inspiring Success

School Division Strategic Plan

Establishes the outcomes, targets, and actions for the division

Informed by past, present, and projected progress; guided by *Inspiring Success*



Local Level Strategic Plans







Consultation and Feedback

Activities:

- Gather feedback from staff, School Community Councils (SCCs), and families about foundational statements (Mission, Vision, Beliefs, Aspirational Statements).
- Analyze feedback for incorporation into the Strategic Plan.





Open Office Time with Quintin!



Mark your calendars for our next Open Office Time in December with Mr. Quintin Robertson, the Director of Education at Good Spirit School Division. Whether you're a parent or staff member, this is your chance to engage, ask questions, and connect directly with our educational leader.

Date: Friday, January 26, 2024

Time: 9:00am - 12:00pm

Location: Online or at the Good Spirit

Education Complex (5B Schrader Drive, Yorkton, SK)

Don't miss this valuable chance to share your thoughts, gain insights, and be a part of our education community. We look forward to a productive and enriching discussion!

The link to join online is available **HERE**! We will repost the link the day before or save this page on our website to keep it handy!

January, 2024, Open Office Time with Quintin



School Community Council Fall Symposium



January 24, 2023







- MOTTOStudents Come First
- MISSION
 Building Strong Foundations to Create Bright Futures
- VISION
 Learning Without Limits...
 Achievement For All
- VALUES
 Belonging, Diversity,
 Learning, Perseverance
 and Responsibility

Visit us at gssd.ca





SERVICE COMMITMENT

R - Receive & Act on Feedback

While it is desirable to always have good, positive feedback, we know that not all feedback we receive will be positive. Regardless of the feedback provided, we examine it, extract the gold and implement improvements. Remember, improvement is a continuous process of growth, not a destination you arrive at.

E – Exceed Expectations

When working collaboratively be sure to set realistic outcomes. As you deliver each outcome, act on opportunities to deliver a product or services that exceeds expectations. Going over and above slevates you and your team's efforts.

S – Single Point of Contact

We are a team. As such, regardless of who contacts you, as the single point of contact, you are responsible to help find a resolution to the issue or to point the customer to the team member who can resolve the issue. The less running around people experience, the greater their confidence in our team.

P - Power of "Yes!"

We know that at times, we cannot fully satisfy all customers and conversations around problem solving can stretch your ability to deliver. When you commit to strive for a solution or a "Yes!", you half confidence in our graphization with the people we serve

E - Express Empathy

Everyone's life experiences differ from your life experiences. When someone is having difficulty, be empathetic. Helping someone who is down, not only helps them become positive, but also helps us connect positive experiences to our own lives and our organization.

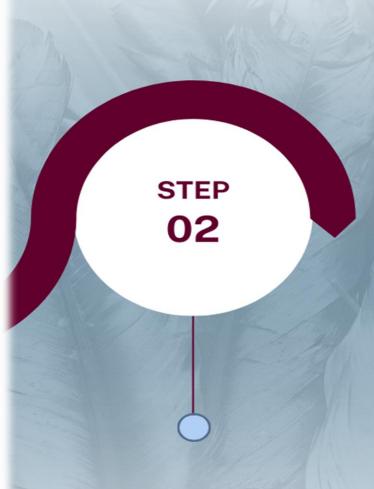
C – Caring & Friendly Attitude

Not many things are worse than when you reach out for assistance only to have a negative experience. When you are approachable, it shows. Maintaining a Caring and Friendly Attitude not only determines your altitude, but also it helps raise others up.

T - Take Time to Listen

istening involves more than just your ears. Watch for body language cues as well as the tone and nuance of the words spoken. Active listening, repeat for understanding, and then responding appropriately contribute to the validation people need before they consider their interaction with you to be positive.





Development of Aspirational Statements and Priority Areas

Activities:

- Administrative Council and Board of Education work with stakeholder feedback to establish Aspirational Statements and Priority Areas for the next 5 years.
- Ensure alignment with the Provincial Education Plan (PEP). Board of Education confirms and approves GSSD Foundational Statements, four Aspirational Statement/Focus Areas, and Division Priorities.





HIGH QUALITY TEACHING AND LEARNING

- Improving student outcomes
- Implementing the "Inspiring Success" Policy
- Developing GSSD leaders
- Ensuring consistent practices across GSSD schools
- Delivering high-quality teaching and learning resources
- Providing equal access to technology

Our Vision

Learning Without Limits...
Achievement For All

ENGAGEMENT OF ALL STUDENTS, FAMILIES, AND COMMUNITIES

- Fostering connections and supporting transitions
- Valuing input from students, families, staff, and the community
- Communicating openly and clearly
- Forming partnerships to support GSSD's priority areas

Good Spirit School Division Strategic Plan Overview 2023-2024

Students
Come First

Good Spirit
SCHOOL DIVISION

ARROW

A

We acknowledge the land on which GSSD sits is Treaty Four Territory, signed September 1874 at Fort Qu'Appelle - the traditional territory of the Anishinaabe, Cree, Assiniboine and Metis Peoples. Acknowledging territory shows recognition of and respect for Indigenous Peoples both in the past and the present.

AND PROCEDURES

- Upholding clear, high-quality Board
 of Education Policies
- Maintaining transparent, highquality administrative procedures aligned with Board policy
- Focusing on educational approaches that prioritize student success
- Allocating resources to improve experiences for students, staff, and the community

Our Mission

Building Strong Foundations to Create Bright Futures

HEALTHY, SUSTAINABLE PHYSICAL & SOCIAL ENVIRONMENTS

- Enhancing mental health and wellbeing for students and staff
- Offering safe and inviting facilities
- Promoting equity, diversity, and inclusion





Goal Setting and Division Work Plans

Activities:

- Administrative Council develops goal areas and division work plans, assignable to departments and individuals at the Central Office.
 - Ensure each goal/work plan is measurable and monitored.





GSSD Strategic Plan - Admin Panel

To sort by a column click on the column header.

High Quality Teaching and Learning

- · Improving student outcomes
- · Implementing the "Inspiring Success" Policy
- Developing GSSD leaders
- . Ensuring consistent practices across GSSD schools
- · Delivering high-quality teaching and learning resources

Indigenous education

· Providing equal access to technology

Priority Area	Goal/Work Plan(s)	Lead	Most Responsible Person/People	Start Date	Completion Date	Progress Update	Status Update
Delivering high-quality teaching and learning resources	The library team will continue to build resources and kits that support Treaty education. • Kdn Gr. 4 Treaty Education kits.	Lisa Wotherspoon	Susan Robertson Sheila Tillman Robert Severight	Sep 01, 2023	Jun 27, 2025	Jan. 15th, 2024 General purchases have been made to support treaty education. Treaty kits have	On-Target

Healthy, Sustainable Physical and Social Environments 🧷

- · Enhancing mental health and well-being for students and staff
- Offering safe and inviting facilities
- · Promoting equity, diversity, and inclusion

Priority Area	Goal/Work Plan(s)	Lead	Most Responsible Person/People	Start Date	Completion Date	Progress Update	Status Update
Enhancing mental health and well-being for students and staff	Resources created and curated by GSSD professionals will be shared. This includes the "App of the Month" campaign by GSSD counsellors, the GSSD Staff Wellness newsletter, and re-sharing initiatives GSSD schools are taking to promote mental health and wellness within their schools.	Lauren Denysek	Lauren Denysek Quintin Robertson Michelle Goulden	Sep 01, 2023	Aug 31, 2024	Well At Work Benefits poster will be created in Nov. outlining the various benefits packages for the labour groups in GSSD.	On-Target
Offering safe and inviting facilities.	School facility walk-throughs will require administrators, SCC's and staff members to question how the school and division values are conveyed throughout the building using a trauma-integrated lens. (who is acknowledged, supported, and welcome in the building?)	Amanda Kornaga Lisa Wotherspoon Mick Parmar Shaune Beatty	Amanda Kornaga Lisa Wotherspoon Mick Parmar Shaune Beatty	Oct 20, 2023	Oct 12, 2023		

• GSSD Strategic Work Plan Link





School-Level Plan Development

Activities:

- Schools receive division-level priorities endorsed by the Board of Education, aligning with the PEP.
- Schools draft their own school-level plans, to be endorsed by their SCCs and be measurable and monitored.







School Level Plar

Select from the list below to view the sch

- Bear Stream School
- Canora Composite School
 Canora Junior Elementary
- Churchbridge Public School
- Columbia School
- Davison School
- Dr. Brass School
- Esterhazy High School
- Grayson School
- Hofer Colony School
- Invermay School
- Kamsack Comprehensive
- Langenburg Central School
- M.C. Knoll School
- Macdonald School
- Melville Comprehensive
- Miller School
- Norquay Sc

High-Quality Teaching and Learning

Division Priorities	School Level Work Plan(s)	Tell Your Story	Most Responsible Person/People	Resources
Upholding clear, high-quality Board of Education Policies	High quality teaching and learning. Engaging our students and families. Creating a welcoming and inclusive environment. Training and PD. Review and refresh of Policy and Procedures.	IIPs Quarterly school intervention meeting notes ROAs Report cards and report card inserts Edsby learning story Literacy and math data Edsby gradebook Family engagement nights Use proper terminology when teaching about significant events	All staff members	Education Act GSSD policy and APs School based budget High quality instructional resources Virtual tour of division library to see resources available

Columbia School Level Plan

Foundational Items

Division Motto, Mission, Vision, Values, & Aspirational Statements

ı	Motto	Students Come First
ı	Mission	"Building Strong Foundations to Create Bright Futures"
ı	Vision	"Learning Without Limits Achievement for All"
ı	Values	Belonging, Diversity, Learning, Perseverance, Responsibility
	Aspiration Statements	High Quality Teaching and Learning, Engagement of All Students, Families, and Communities, Effective Policy Healthy, Sustainable Physical and Social Environments

School Mission, Vision, Values, & Compelling Why

Mission	COUGARS strive for excellence!
	Connection
	Ownership
	Understanding
	Growth
	Acceptance
	Resilience
	Spirit
Vision	Inspiring caring citizens who create positive impacts through the pursuit of their passions!

- Grayson School
- Saltcoats School
- PJ Gillen School
- Esterhazy High School





Deliverables

- · One-Page Strategic Plan.
- · Strategic Plan with Identified Work Plans.
- Parent/Public Friendly Strategic Plan with Work Plan Summaries.
- School Level Plans aligned with PEP and GSSD Strategic Plan.
- Bi-monthly In Focus Report with updates on the division's accomplishments related to Priority Areas and Aspirational Statements developed by the Board.
- Strategic Plan Budget Development Framework.







EFFECTIVE POLICIES AND PROCEDURES Upholding clear, high-quality Boar **Good Spirit School Division** of Education Policies Maintaining transparent, high-Strategic Plan Overview 2023-2024 quality administrative procedures aligned with Board policy Students Come · Focusing on educational approaches that prioritize student success Allocating resources to improve experiences for students, staff, and the community **Our Mission Building Strong Foundations** to Create Bright Futures IN FOCUS LTHY, SUSTAINABLE **Good Spirit** HYSICAL & SOCIAL ENVIRONMENTS **NOVEMBER/DECEMBER 2023** ng safe and inviting facilitie FROM THE DIRECTOR ing equity, diversity, and Greetings from the Good Spirit School Division (GSSD) as we present the November and December edition of our In Focus The months of November and December have held significant events, from Remembrance Day ceremonies in November to festive holiday celebrations in December. During the busy holiday season, marked by Christmas festivities, engaging activities, and concerts, we take a moment to reflect on the spirit of community. These events not only bring joy but also serve as impactful initiatives for engagement among families and communities, fostering relationships that endure well beyond the holiday season A special note of appreciation is extended to our dedicated staff, committed students, supportive families, and generous community members. Your collective efforts play a pivotal role in the success of these activities, crafting moments that shape the very essence of our GSSD community. Amidst the celebratory atmosphere, our community united for a historic event—the Good Spirit School Division's inaugural Round Dance for Truth and Reconciliation, held on Saturday, December 16, 2023. This momentous gathering symbolized a significant step towards understanding, unity, and healing. We express our heartfelt gratitude to everyone who participated and contributed to this remarkable moment in our shared journey. I invite you to explore the stories within this edition of the In Focus which highlight great happenings within GSSD. Additionally, stay connected with us on our social media platforms, where we recognize and celebrate the dedication and contributions of both students and staff to our The holidays are a special time, and we recognize their unique significance. We wholeheartedly

• GSSD Nov. and Dec. In Focus Report

and joyous moments.

Quintin M. Robertson

Director of Education/CEO

send you our warmest wishes for a safe and heartfelt holiday season, hoping it is filled with peaceful







OUR MOTTO OUR MISSION **OUR VALUES**

Students Come First

Building Strong Foundations to Create Bright Futures Belonging, Diversity, Learning, Perseverance and Responsibility

OUR VISION Learning Without Limits...Achievement for All

Accountability Topic: Audited Financial Statement August 31, 2023

Date of Board Meeting:

December 14, 2023

Strategic Priority:

- High Quality Teaching and Learning
- □ Engagement of All Students, Families, and Communities
- □ Effective Policy and Procedures
- ☐ Healthy, Sustainable Physical & Social Environments

Quality Indicator(s) (if applicable):

- QI 4.2 Compliance with generally accepted accounting practices.
- QI 4.3 Establishing and following adequate internal financial controls.
- QI 4.4 Administering all collective agreements and contracts, so staff and contracted personnel are paid appropriately, and appropriate deductions are being made.
- QI 4.5 Ensuring that all accounts adhere to policy and funds are used for the intended purpose.
- QI 4.6 Informing the Board annually about incurred liabilities and immediately regarding pending litigation.
- QI 4.8 Implementing the external Auditors' recommendations promptly.

Key Measures:

- Audit opinion on the financial position of Good Spirit School Division as at August 31, 2023 and results of operations and accumulated surplus in accordance with Canadian public sector account standards for other government organizations.
 - o Prairie Strong Chartered Professional Accountants (formerly Miller Moar Grodecki Kreklewich & Chorney) provided an independent audit.
- Management letter to the board covering:
 - o Evaluation of internal controls
 - o Significant accounting principles
 - Significant unusual transactions
 - Accounting estimates
 - Disagreements with Management
 - Consultation with other accountants (second opinions)
 - Issues discussed
 - Difficulties encountered during the audit

Targets:

- Unqualified opinion from the Auditor
- No internal control issues
- Application of appropriate accounting principles
- No unusual transactions

HIGH QUALITY TEACHING & LEARNING

- Accounting estimates used are considered reasonable
- No disagreements with Management
- No difficulties encountered during the audit process

ENGAGEMENT OF ALL STUDENTS, FAMILIES, & COMMUNITIES HEALTHY, SUSTAINABLE PHYSICAL & SOCIAL ENVIRONMENTS

Data:

- Independent auditors' report
- Management letter to the Board
- Discussions between the Auditor and the Board Executive Committee (November 16, 2023)

Key Strategies Employed:

- Careful adherence to the checklist for audit provided by the Ministry
- Consultation with the Ministry as a resource on application of Generally Accepted Auditing Standards (GAAS) and Generally Accepted Accounting Principles (GAAP) when necessary
- Regular review of revenues and expenditures and reporting to the Board on any problematic issues in a timely manner
- Use of budget forecasting to offset savings with additional expenditures

Future Strategies:

- Refinement and greater utilization of Atrieve Financial system and reporting.
- o Ensure staff have access to the proper reports and accounts
- Continue to monitor more timely receipt of invoices on minor capital and preventative maintenance and renewal (PMR) projects to ensure that expenditures are recorded in the proper fiscal year.
 - o There were no invoices discovered during this audit that were recorded incorrectly
- Continue to follow up regularly with School Community Council treasurers and Administrative Assistants who record School-Generated Funds.

Impact Categories	Insignificant	Minor	Moderate	Major	Catastrophic			
Financial	Financial impact of the event is less than \$50,000	Financial impact of the event exceeds \$50,000, but less than \$150,000	Financial impact of the event exceeds \$150,000, but is less than \$250,000	Financial impact of event exceeds \$250,000, but is less than \$500,000	Financial impact of the event exceeds \$500,000			
Comments & Mitigation Strategy	Regular monitoring and reporting of financial results throughout the school year. Budget forecasting with Admin Council to ensure overages are covered and savings are utilized.							
Reputational	One negative article in a publication	Negative articles in more than one publication	Short term negative media focus and concerns raised by stakeholders	Long term negative media focus and sustained concerns raised by stakeholders	Stakeholders lose faith in management or Trustees			
Comments & Mitigation Strategy	GSSD have been responsible financial stewards. Utilization of reserves for large capital purchases reduce impacts of staffing reductions.							
Managerial Effort/Capacity	Impact can be absorbed	Some management effort is required	Can be managed under normal	With significant management effort, can be endured	Potential to lead to the collapse of the organization			

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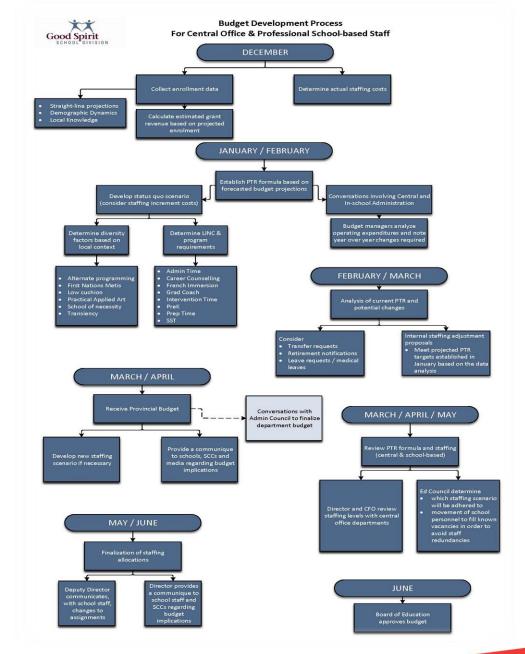
Board of Education Budget Framework Review

Regular Board Meeting January 25, 2024









Board of Education Budget Development Framework 2023 - 2024

Building Strong Foundations to Create Bright Futures Learning Without Limits...Achievement For All

STUDENTS COME FIRST

HOW ARE WE FUNDED?

The Government of Saskatchewan determines the funding available to school divisions each year. The primary driver for funding is projected enrolment levels established in January before upcoming academic year. Boards of Education are given the responsibility to allocate funding in an equitable and transparent manner that reflect the principles, priorities and commitments adopted by the Board of Education.

WHAT ARE OUR PRIORITIES?

Advocacy & Relationship Building—The Board of Education and Administrative Council will conduct targeted advocacy sessions with the Ministry of Education and the Provincial Government seeking sustainable funding. GSSD will utilize its place within provincial organizations like the Saskatchewan School Boards Association, Public Section, LEADS, and the Provincial Education Plan Implementation Team to highlight the need for predictable and sustainable education funding. GSSD will also actively explore partnerships and relationships with stakeholders to expand funding sources and influence our vision of building strong foundations to create bright futures.

Principled Decision Making — The Board of Education and Administrative Council will make decisions by measuring decisions against GSSD's values of belonging, respect, responsibility, learning, nurturing, perseverance, and diversity.

Expenditure Review & Continuous Improvement—The Board of Education and Administrative Council will support processes and practices that allow for the critical review of expenditures for cost efficiencies in operational, administrative, instructional, and governance lines. Metrics will be used to review the effectiveness of current spending with an eye on continuous improvement.

Equitable & Transparent Staffing — The Board of Education and Administrative Council support the concept of equity and transparency of staff allocations at the division and school levels. Staffing equity will be achieved and maintained by considering schools' Pupil-Teacher Ratios (PTRs). Core-instructional staff will also be another metric used to ensure equity. Consideration will be given to grade configurations, multi-grade classrooms, and the diversity of students and communities when making staffing decisions. Consultation and communication with in-school administration and the School Community Councils will be critical features of the staffing process.

Targeted Supports for Indigenous & Students in Vulnerable Circumstances—The Board of Education and Administrative Council are mindful of the significance and urgency of the Truth and Reconciliation Calls to Action related to education and the steps towards repairing our relationship with Indigenous communities. With the targets established by the PEP, GSSD is compelled to continue to work with the First Nations within our borders to enhance educational outcomes for Indigenous students. GSSD will also provide targeted support and interventions for all students in vulnerable circumstances.

Maximizing the Impact of the Division's Strategic Plan – The Board of Education and Administrative Council is aware of the importance of our Aspirational Statements: High-Quality Teaching and Learning, Engagement of All Students, Families, and Communities, Effective Policy and Procedures, Health, and Sustainable Physical and Social Environments. GSSD understands the need to align our work with the six strategies in the PEP: responsive, relevant, and student-centred curriculum, development of trusting relationships, equity throughout the education sector, cultivation of leadership throughout the education sector, and proactive strengths-based approaches are taken.

WHAT ARE WE ABOUT?

GSSD ASPIRATIONAL STATEMENTS

High Quality Teaching and Learning

- Provincial curricula and related resources that are developmentally appropriate and culturally responsive.
- Employ play-based learning experiences that support a sense of personal competency, self-efficacy, and social responsibility; and,
- A wide range of opportunities to learn, practice, experience and demonstrate understanding, confidence, and motivation for a healthy and balanced life.

Engagement of All Students, Families, and Communities

- . Efforts are aligned to promote student, family, staff and community health and well-being.
- · School Community Councils and First Nations Education organizations are involved in School Level Plans.
- School Leadership values cooperation, effective interpersonal communication and shared decision making.
- Schools, families, and communities engage in ongoing discussions and shared efforts to promote and support the health and well-being of staff, students, and the community; and,
- · Reciprocal relationships share resources and services within the school and community.

Effective Policy and Procedures

- · Protocols for collaboration on policy development and related protocols practices for health and well-being.
- . Ongoing evaluation and monitoring of needs and effectiveness of efforts to improve well-being.
- · Promising practices that enhance and well-being; and,
- Clear practices, procedures, protocols and regulations regarding health and safety in children and youth (e.g., nutrition, anti-bullying, physical activity, pandemic planning, air quality).

Healthy, Sustainable Physical and Social Environments

- Access to and support for healthier options.
- A welcoming, caring, and inclusive environment.
- · Healthy relationships among and between students, staff, and the community.
- · Responsive and inclusive leadership of students, staff, and community.
- · Relationships that influence and are influenced by families, cultural perspectives, and the community.
- Modern, responsible infrastructure to maintain and promote the highest levels of support for students, staff, families, and the community.
- Systems that ensure buildings, grounds, transportation, and technology are built and maintained not only to current standards, but that practices and procedures are in place to plan for a strong, vibrant future.
- Proactive, innovative approaches to sustain, support and grow Division facilities and systems.
- Efficiencies, both internally and externally, to ensure appropriate resources are targeted to our key areas including facilities, transportation, and technology.
- Strategies to use the school buildings and grounds, materials, equipment, and routes to and from the school to
 enhance well-being of staff, students, and the community; and,
- · Informal role modelling, peer support, nurturing families, and safe communities.







Questions?



www.saskschoolboards.ca