

## **Minutes of the Multi-year Planning Committee**

**Thursday, January 12<sup>th</sup>/2017**

**(Originally set for Dec. 14<sup>th</sup>/2016)**

**Present:** Trustees: Michelina Beam, David Thompson (Board Chair), Jim Beatty (Board Vice-Chair), Louise Sargent, Harry Fry, Al Bottomley, Paul Moffat (Committee Chair), Corine Green, Jackie Young (Director of Education).

**Guests:** Senior Staff: Tim Graves, Amanda Meighan, Roslyn Bowness, Gay Smylie, Liz Therrien, Craig Myles.

**Regrets:** Carol Stevens

### **(1) Welcome:**

The Chair welcomed the Trustees, Director of Education and Senior Staff. The meeting started at 5:10pm. Trustee Beatty joined us by teleconference.

### **(2) Review of Minutes of meeting held on October 20<sup>th</sup>/2016.**

The Chair assured the Trustees his spelling skills would improve and corrected the names of the Trustees whose names were misspelled.

### **(3) Information/Discussion items:**

#### **(a) Information Flowchart (Multi-Year Plan to Classroom)**

The chart and descriptions start to tell us how we will translate the Board priorities into manageable and measureable goals at the school level. It begins with the Director of Education and Senior Staff developing the "Director's Annual Plan" by reviewing and prioritizing commitments that are Ministry driven, Board identified or ongoing in our schools. These commitments highlight the Director's Annual Plan and are presented to the Board in late spring or early fall.

The Director and Senior Staff incorporate these commitments into their implementation plan through the Project Planner Framework developed by Senior Staff. The Board Improvement Plan for Student Achievement (BIPSA) which is part of this process is then shared with Principals and staff who develop their School Improvement Plan (SIP). Initiatives are monitored over the school year and highlighted in the “Director’s Annual Report” to the Board in late spring or early fall.

### **(b) Executive Council Implementation Plan**

**Superintendent Craig Myles** presented an in-depth look at one of the initiatives/commitments in his portfolio entitled “**2016-2017 Strategic Plan for Numeracy.**” This is a K-12 initiative in Mathematics that uses a team approach where all schools are involved in a series of six week cycles that build on one another. During these cycles, student profiles are created. The creation of the student profile, through the use of a variety of diagnostic tools will assist in identifying student strengths and needs. An effort to promote collaboration among students will result in effective practices that meet the student needs by closing learning gaps and building on individual strengths. Teachers will meet to share the data that allows them to plan for the next cycle. The focus is on knowing our students, identifying their specific needs, designing the proper approach to meet these needs by using gap closing strategies and tools, using evidence based teaching strategies and having Principals and Teachers working together resulting in improved Math scores for our system.

### **(c) Executive Council Implementation Highlights (Senior Team members)**

Members of the Senior Executive Team provided a brief summary highlighting some of the initiatives they will oversee this year.

**Superintendent Tim Graves:** The Elementary program supporting (BIPSA) Board Improvement Plan for Student Achievement in Mathematics.

**Superintendent Roslyn Bowness:** Identified a number of initiatives in Indigenous Education, Special Education and Mental Health Strategies.

**Superintendent Liz Therrien:** Identified a specific focus for each of the Board Priorities.

**Executive Officer Gay Smylie:** Identified a number of initiatives under the umbrella of Safe Schools.

**Superintendent Melanie Gray:** Identified a number of initiatives supporting (BIPSA) Literacy

**Superintendent Amanda Meighan:** Identified a number of initiatives under Board leadership Development Strategy, Informational & Educational Technology, Early Years and Childcare, Human Resources and Healthy Schools portfolio.

**(D) Discussion on BDL#3, BDL#4 (Monitoring and Reporting as part of the Director of Education Performance Appraisal through the lens of the Multi-Year Planning Document.**

Due to the length of time spent on the previous topics, this topic was referred for further discussion to the Policy Committee.

**(4) Other items for Discussion.**

No other items for discussion were brought forward at this time.

**(5) Next Steps.**

Continue to fine tune the Multi-Year Planning Document.

**(6) Date of Next Meeting.**

At the call of the Committee Chair in consultation with Director of Education.

**(7) Adjournment.**

The meeting adjourned at 7:20pm.