

# Living Sky School Division No. 202

## Administrative Procedure (AP) Manual



### Procedure Name: School Learning Improvement Plan

|                            |                                                                                                |                             |               |
|----------------------------|------------------------------------------------------------------------------------------------|-----------------------------|---------------|
| <b>Procedure Type:</b>     | School Operations                                                                              | <b>Implementation Date:</b> | JUL. 6, 2015  |
| <b>Procedure Number:</b>   | 4.32                                                                                           | <b>Last Approval Date:</b>  | JUN. 14, 2023 |
| <b>AP Owner:</b>           | Superintendents of Learning                                                                    | <b>Last Reviewed:</b>       | JUN. 14, 2023 |
| <b>Legal Reference(s):</b> | <i>Education Act, 1995 Sections 175, 231</i><br><i>The Education Regulations, Section 4.12</i> |                             |               |

### Background

An integral part of effective school planning includes goal setting. In keeping with expectations in regard to the School Learning Improvement Plan (SLIP) of School Community Councils (SCCs), the Provincial Education Plan, and the Board of Education's strategic direction, each school shall develop a plan for improvement.

### Scope

This procedure applies to all schools, and School Community Councils in the Living Sky School Division (LSKSYSD).

### Definitions

**School learning Improvement Plan (SLIP)** – a plan to address a school's most pressing need relevant to student learning. SLIPs are updated each school year in collaboration with the SCC.

### Roles & Responsibilities

Principals are accountable for setting goals and developing a SLIP that meets local needs. However, the scope and reach of these plans will require a shared responsibility necessary to ensure effective planning, data-gathering, monitoring and reflection.

Superintendents of learning shall support principals and school teams in the development and implementation of SLIPs, through ongoing consultation throughout the school year.

### Procedures

1. In consultation with school staff, students, and the SCC, the Principal shall be responsible for the development of annual SLIP.
2. SLIP goals shall be informed by
  - a. The Provincial Education Plan
  - b. LSKYSD's strategic plan
  - c. LSKYSD values: Genuine Relationships, Integrity, Belonging, Innovation, Personal Well-being
  - d. LSKYSD reorganization pillars: Connected, Empowered, Innovative, Accountable
3. Documentation for SLIPs should outline:
  - a. Most pressing need(s) – rationale, data summary, outline of Advice Process
  - b. Future state –tangible learning improvement
  - c. Implementation plan –key actions, timelines, and accountabilities



- d. Progress monitoring –types of evidence and timeline for collection/reflection.
- e. Strategic engagement – involvement of students, parents, and stakeholders.

4. The superintendent assigned to the school shall support the principal, and others (as requested by the principal) in the development of the SLIP. This includes shared reflections throughout the year, and a retrospective conversation in May.

## **Appendices**

School Learning Improvement Plan Thinkbook

## **Related**

AP 2.01 – School Community Councils