

Living Sky School Division No. 202

Administrative Procedure (AP) Manual



Procedure Name: School Goals			
Procedure Type:	School Operations	Implementation Date:	JUL 6, 2015
Procedure Number:	4.32	Last Approval Date:	JUN 14, 2023
AP Owner:	Superintendents of Learning	Last Reviewed:	NOV 17, 2025
Legal Reference(s):	<i>The Education Act, 1995, s. 175, 231</i> <i>The Education Regulations, 1999, s. 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 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 Living Sky School Division (LSKYSD).

Definitions

School Learning Improvement Plan is a school's strategic efforts towards improved learning outcomes and results for students. School Learning Improvement Plans are updated each school year in collaboration with the School Community Council.

Roles & Responsibilities

Principal

- accountable for setting goals and developing a School Learning Improvement Plan that meets local needs
- the scope and reach of these plans will require a shared responsibility necessary to ensure effective planning, data-gathering, monitoring and reflection

Superintendent

- shall support principals and school teams in the development and implementation of School Learning Improvement Plans, through ongoing consultation throughout the school year

Procedures

1. In consultation with school staff, students, and the School Community Council, the principal shall be responsible for the development of annual School Learning Improvement Plan.
2. School Learning Improvement Plan goals shall be informed by:
 - a. The Provincial Education Plan;
 - b. Living Sky School Division's Strategic Plan;
 - c. Living Sky Values: Genuine Relationships, Integrity, Belonging, Innovation, Well-Being; and
 - d. Living Sky's Reorganization Pillars: Connected, Empowered, Innovative, Accountable.



3. Documentation for School Learning Improvement Plans should outline the purpose, plan and pathway for achieving the goal including:
 - a. desired future state;
 - b. conditions for success/strategic considerations;
 - c. implementation plan;
 - d. progress monitoring; and
 - e. strategic engagement.
4. The superintendent assigned to the school shall support the school administrators, and others, as requested by the school administrators, in the development of school goals. This includes reviewing school goals throughout the year, and retrospective conversations in MAY.

Related

2.01 School Community Councils