

## Evolution and Purpose of Action Plan

Each educational institution has developed an educational project that includes challenges, orientations, objectives, indicators and targets. It has shared this project with the education community and the population.

Now that this has been done, the educational institution can devise an action plan.

As part of this action plan, the educational institution determines, for each action/strategy selected:

- A) the groups targeted (e.g. Resource Teachers, Students, Behaviour Techs, etc)
- B) person(s) in charge of organizing an monitoring
- C) Terms and conditions of implementation
- D) The means of evaluating the impact

The action plan makes it possible to monitor the implementation of the various actions and provides stakeholders with an opportunity to work together toward a common goal.

This tool is intended to support the school or centre team in developing its action plan.

It should be noted that if a means toward the achievement of an action does not yield the desired results, the principal or director of the school or centre can, with the agreement of the teaching team and while the action is still under way, make any changes it deems necessary, together with its school team.

Reminder: As stipulated in section 96.13 of the *Education Act*, the principal shall regularly inform the governing board of the proposals it approves under sections 96.15 and 110.12.

## Definitions

### Objective

An objective represents a primary commitment of the educational institution for the period covered by the educational project. It outlines the specific and measurable changes that the educational institution aims to achieve. It is formulated in the form of outcomes for students and serves as the basis for accountability. It generally exhibits the following characteristics:

- It is introduced by a single action verb.
- It conveys a single idea.
- It specifies the targeted student population.
- It makes explicit the intended results.

### Indicator

An indicator is information or a quantitative or qualitative measure that allows for the evaluation of progress made in achieving a goal. There are several types of indicators, including performance indicators that are directly linked to the intended results of an objective, as well as implementation indicators associated with the resources and means used to achieve an objective. An indicator generally exhibits the following characteristics:

- It is precise and clear in relation to the intended results.
- It allows for the measurement of a single aspect at a time.
- It is based on reliable and recurring data.

### Target

- A target is the quantified improvement of an indicator

### Strategy

Action that will be taken to support the achievement of an objective. The success of a strategy is measured by the degree to which the targets for a given objective are achieved.

Educational Project Action Plan 2024-2028						
Summary of Educational Project Objectives						
	Description	Indicator	Baseline	Baseline Year	Target 2027-28	
Objectives	Objective 1	To increase the percentage of Cycle 3 mathematics students demonstrating proficiency on the June C1 exam	June exam results	75%	2023	82%
	Objective 2 Reading	To maintain the success rate of elementary students on the Cycle 3 English Reading component of the June examination	June exam results	96%	2023	≥ 96%
	Objective 2 Writing	To maintain the success rate of elementary students on the end of Cycle 3 English Writing component of the June examination	June exam results	97%	2023	≥ 97%
	Objective 3 Lecture	To maintain the success rate of elementary students on the end of Cycle 3 French Reading component of the June examination	June exam results	100%	2023	≥ 97%
	Objective 3 Ecriture	To maintain the success rate of elementary students on the end of Cycle 3 French Writing component of the June examination	June exam results	94%	2023	≥ 94%
	Objective 4	School Climate Objective: Bullying and Victimization	TTFM	32%	2024	25%
		School Climate Objective: School Safety	TTFM	64%	2024	75%
		School Climate Objective: Anxiety	TTFM	39%	2024	20%
	Objective 5	To hold 10 parent outreach events for our preschool classes	10 events	NA	2024	10 events
	Objective 6	Increase implementation of Digital Competencies	Survey	89%	2024	92%
	Objective 7	Other School Objectives?				

IMPLEMENTATION OF THE EDUCATIONAL PROJECT – ACTION PLAN 2024-2025									
	Action/Strategy Description	Who is Targeted	Person in charge	How to evaluate	Implementation			Follow-up Mechanisms (Dates, steps, etc)	
					Duration	Frequency	Location		
Action/Strategy to be implemented in the 2024-25 school year to support the school in reaching its target	Objective 1	1. Math Club	Grade 5-6	Teacher	Attendance/Exam results	Year	1-2x/week	Class	Verify regular attendance periodically
		2. Building Block Tutorials to offer Final Exam prep in June	Grade 6	Admin	Attendance/Exam results	1 day (June)	1 day (June)	School	Check attendance
		3. Use of Mathletics program	Grade 3-6	Admin/Teach	Usage data/Exam results	Year	Daily	School/Home	Verify usage on admin platform
	Objective 2R	1. Empower Reading Program (Tier 3 intervention)	Grade 3-6	Admin/Teach	Empower assessments	Year	3 hrs/week	Class	Follow-up with Empower mentor
		2. Regular use of small group centres	Grade 3-6	Teachers	Class assessment results	Year	1x/week	Class	Class visits and observations
		3.							
	Objective 2W	1. Empower Reading Program (Tier 3 intervention)	Grade 3-6	Admin/Teach	Empower assessments	Year	3 hrs/week	Class	Follow-up with Empower mentor
		2. Regular use of small group centres	Grade 3-6	Teachers	Class assessment results	Year	1x/week	Class	Class visits and observations
		3.							
	Objective 3L	1. Resource blocks included in FSL teachers' schedules	Grade 1-6	Teachers	Class assessment results	Year	1hr/wk/class	Class	Follow teacher's schedule
		2.							
		3.							
	Objective 3E	1. Resource blocks included in FSL teachers' schedules	Grade 1-6	Teachers	Class assessment results	Year	1hr/wk/class	Class	Follow teacher's schedule
		2.							
		3.							
	Objective 4	1. Lunchtime and afterschool extra-curricular activities	Grade K4-6	Teachers	No. of incident reports	Year	1-2x/wk/club	Class	Verify attendance
		2. Pet therapy and other social skill development clubs	Grade K4-6	Spec Ed Tech	No. of incident reports	Year	1x/week	Class	Verify attendance for selected students
		3.							
	Objective 5	1. Pre-school team creates list of 10 events for parent outreach	Grade K4-K5	Admin/Teach	Parent attendance data	Year	By event	Varies	Verify attendance of parents at events
		2.							
		3.							
Objective 6	1. Teachers use Google Classroom and TEAMS to assign tasks	Grade K4-6	Teachers	Usage data	Year	Weekly	Class/Home	Remind teachers to use platforms regularly	
	2. PD for staff on the Digital Competency Framework	All staff	All staff	Implementation data	Year	On-going	School/class	Offer PD to teachers	
	3.								
Objective 7	1.								
	2.								
	3.								