

 <p>Jarvis Community Christian School</p> <p>SCHOOL POLICY BINDER</p>		POLICY NUMBER	PAGE NUMBER
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PREVIOUS REVISION DATES: Mar 2018		TITLE: Strategic Plan	
		DATE OF APPROVAL: September 15, 2009	
LAST REVIEWED: 2018		SIGNATURE OF CHAIRMAN:	
REVIEW MONTH: October of odd numbered years		Martin Adema	

Background

Strategic planning is an organization's process of defining its **strategy**, or direction and making decisions on allocating its resource to pursue this **strategy**.

The strategic plan has to be clear and focused (not too many goals and objectives) as well as balanced. Telling a strategy story about how our whole organization is linked and aligned to this plan and the goals. The essence of our strategic plan is about being different. It is deliberately choosing to perform activities differently or to perform different activities to maintain a foundation (Mission) and sustainable growth.

- **Strategies:** The route you intend to take and the general methods you intend to use to reach the top of that "specific mountain".
- **Long-term Strategic Objectives/Priorities:** Intermediate objectives to the top of "the mountain". If you have a 3-year vision, these would be 1.5 to 2 year intermediate objectives on the way up "the mountain".
- **Short-term Goals and Actions:** Specific moves for climbing the sections of rock and ice that confront you right now. These would be parallel to detailed annual plans for getting things done this year on the way to the 3-year objective.

Planning in education is an essential part of ensuring that all students have equitable opportunities to acquire the knowledge, skills and attitudes they need to be self-reliant, responsible, caring and contributing citizens. Planning ensures resources for education are used in the best possible ways to meet the educational needs of our young people.

The School plan outlines priorities for student learning in the School, guides budget development, and forms the basis for reporting on progress and achievement.

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The School is required to prepare a strategic plan over a three-year period. Plans are updated annually so that, as one year is completed and another is added, the plan continues in a three-year time frame.

Procedures

1. System Planning Guidelines

- 1.1. The Mission, Vision and Belief statements of the School will provide overall direction for system planning.
 - 1.1a **Mission:** Jarvis Community Christian School, to the glory of God, develops the whole child providing quality education to elementary students of Christian families through Bible based curriculum and values in a safe and caring environment.
 - 1.1b **Vision:** Jarvis Community Christian School offers excellent Christ-centered education for students through dynamic programs and facilities.
Are our Mission, Vision and Core Values still relevant, do we need to adjust?

- 1.2. The planning process will recognize any corporate priorities identified by the Board.
Does the Board have any specific corporate priorities, specific direction they want to see taken etc?

- 1.3. The actions and endeavours of the School must be guided by sound planning processes. The planning process must provide ample opportunity for input and meaningful involvement by persons from stakeholder groups. Formal processes for the system to develop revise and extend its Three-Year Strategic Plan that identifies priorities; along with predetermined courses of action, strategies and timelines for task completion will be developed each year.
What are the endeavours of the School?
Who are the stakeholder groups?
What is the formal process we will use for developing the Strategic Plan?
How do we identify our corporate priorities?

2. Three-Year Strategic Plan

A School Strategic Plan that meets local needs will be developed and implemented.

- 2.1. The School Strategic Plan will be kept current to ensure focused, efficient and effective change and improvements.
How do we keep the plan current?
Is the Strategic Planning Committee the right mix?

- 2.2. The School Strategic Plan will be updated annually with provision for ongoing input into the revision process by parents, teachers, students and community stakeholders.
What is the process for updating?

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*How do we get the input from these groups?
Who is responsible to get the input?*

- 2.3. The body of the plan will include the following elements: Mission, Vision, Beliefs, Planning Process, Goals, Outcomes, Strategies, Performance Measures, Targets, Budget Highlights, Capital and Facilities Plans, and other elements deemed important by the Board.

Who is responsible for the body of the plan?

Is this list complete or do we need to adjust?

When is the list accessed and by who?

- 2.4. The School may include other strategies and measures in the plan reflecting local needs.

How do we find the local needs?

When are we going to access the needs?

- 2.5. Progress reports on the School Strategic Plan will be presented to the Board at the Board's monthly meeting by the Advisor to the Board.

- 2.6. The Strategic Planning Committee will:

2.6.1. Submit the plan/revisions to the Board for approval generally at its regular June meeting; and

2.6.2. Make provision for presentation of the Strategic Plan to the membership and its placement on the School website.

2.6.3. Yearly meet with the Board for a Strategic Planning session. Possibly a Strategic Planning day with an outside facilitator.

Note: The questions in italics in each section of this policy are written for the Board to ask themselves as they analyze and revise the Strategic Plan each year.