Board and Senior Administration Decision-Making Matrix

The Pine Creek School Division will operate legally, ethically, prudently, and in respect of Board policies. The Board is committed to regular evaluation of all operations and encourages involvement of its community in its decision-making process. The Superintendent and Secretary-Treasurer, within their dually shared Senior Administrative responsibilities to the Board, shall provide the Board with continuous and candid reports.

Decisions made at the Senior Administration level will incorporate all aspects of the Governance Manual, *The Public Schools Act (PSA), The Safe Schools Charter of Manitoba, The Education Administration Act*, or any other federal, provincial or municipal law, and will not cause, allow, or fail to take reasonable measures to prevent any practice, activity, decision, or organization circumstance which is imprudent, illegal, or in violation of commonly accepted business practices and ethics.

The following decision-making matrix outlines the general Board and Senior Administration constraints (see next page):

PRIORITY	STRATEGIES	SUCCESS INDICATORS	STATUS
Concentrate literacy and numeracy efforts with early intervention and continuing supports throughout all grade levels.	To provide supports to the Literacy and Numeracy Committees and schools, in the areas of: research-supported programs and PD development; school to school collaboration; materials and tools	• Measured by data. Would like to see the Divisional literacy and numeracy scores show a gradual improvement over the duration of this plan. To narrow the gaps within the Provincially-identified disaggregated data, including provincial exam marks; provincial report cards; grades 3&7 provincial assessments. • Annual review of individual school plans, as part of collection of internal PCSD data	• Ongoing • Begin review for 2018-19 school plans
Focus on programming in the areas of Agriculture, Technology and Health to better prepare students for work and post-secondary.	The Board will support the Learn to 18 and Career Consortium teams, to: - advocate existing high school programs (career development; TVI) - provide learning opportunities beyond the classroom (work experience, community service credits, Student Initiated Programs (SIP), internships and apprenticeships, Independent Study Option (ISO) and Skype options) - improve communication to students and parents on the variety and number of options available in community-based learning	• Data will show an increase in the number and variety of community-based student placements • Data will show an increase in high school credits obtained in these areas • A continual improvement in graduation rates in our division. • Data collected from Career Consortia, showing results of the program's focus	• Reports to the Board for each of these success indicators, as part of the internal collection of data to begin Fall 2018
Create a safe learning environment that provides for the physical and	Instruct Administration to provide training and PD opportunities to all employees.	• Reports are provided to the Board showing the effective results of professional development sessions. • Summaries, provided by Senior Administration from feedback following professional development	• Budgets established for all support staff within 18/19 plans. Senior Admin will report back following PD sessions.

emotional well-being for every student and staff.	The Board will consider, in the budget process, providing training incentives. The Board will direct Administration to provide age-appropriate programming around Internet safety and acceptable use of technology The Board will direct Administration to support a culture in schools that promotes leadership and confidence for staff and students within PCSD.	sessions that shows relevancy and applicable possibilities, in how the learning opportunity will be used. • Reports showing that needs have been addressed in response to each violent-incident reports. • Reporting that presents the current trends surrounding Internet safety amongst PCSD students. • Hearing Senior Administration Reports as well as presentations to the Board about activities promoting leadership and confidence.	• PD reporting to commence in 2018-19 as part of regular Senior Admin Reports to Board • Violent-incident reporting ongoing through Superintendent's Senior Admin Report • Superintendent to begin new Internet safety programming • Occurring within the Division, needs to be promoted outside of our borders when opportunities to do so arise
Explore possibilities to challenge students looking for advanced opportunities in areas of interest to them.	The Board will instruct Administration to ensure that differentiation instruction is occurring at all levels for all students. The Board will instruct Administration to ensure each school celebrate and showcase the diverse talents of all students.	• Student exit surveys indicate that they had more opportunities in differentiated instruction. • Reports are received from schools showing new initiatives at middle years and older, have been implemented. • Board will hear of successes in the areas of differentiated programming. • The Board is able to report to public on differentiated programming	• Student exit surveys have not been reported on at Board level yet • Middle years reporting to begin within Superintendent/SSC reporting to the Board • School newsletters are regularly used as a medium for showcasing talents within all schools • Pine Creek Corner on the Division's website is used to showcase and celebrate student talents and achievements • The Board's spring tour of schools has been used for reporting on these successes • The Board will begin to use the Communication plan to address these reports to the public