

# SCHOOL PLAN FOR STUDENT ACHIEVEMENT

Name of School: **Frances Kelsey Secondary**

School Year: **2006 - 2007**

School Planning Council: **Marilyn Sandford (principal) David Bellis (teacher) Jane Morris Wendy Thomas Annie Cossey (parents)**

**Status of School Growth Plan:** The SPC, PAC and staff are strongly committed to improving student achievement while maintaining the philosophy, educational standards and goals as stated in the school mission statement.

**Mission Statement:** Frances Kelsey Secondary School, in partnership with the students, parents and the community, is dedicated to developing the individual potential of all students. By providing a safe caring environment we encourage students to be self-motivated, self-directed responsible citizens and life-long learners.

## **School Profile:**

Frances Kelsey Secondary is located in a semi-rural setting and accommodates 1200+ students in grades 9-12. Demographics indicate that the school population closely approximates provincial averages. The most notable feature of the school is its individually paced curriculum delivery model. Key components of the program include an Advisor system, flexible scheduling, personalized programming and collaborative teaching. The goals of the SPC remain the same as the previous year. Literacy and numeracy are areas in which to strive continually for improvement and wellness attitudes take time to embed in the culture of the school.

## **Please Refer to the Following Documents For Full Performance Data (available upon request):**

Appendix A: FKSS Balance Feedback Survey Summary

Appendix B: FKSS Performance Based Schools Report

Appendix C: SD #79 District Suspension Statistics

Appendix D: School Performance Report (Ministry of Education) <http://www.bced.gov.bc.ca/reporting/levels/perf-bas.php>

Appendix E: Grade 11 Social Studies Exam Results

## **Meaningful Parent Involvement:**

The parents of Frances Kelsey Secondary School are involved in the school in many meaningful ways. The two most important organizations through which parents are involved are the Parent Advisory Council (PAC) and the School Planning Council (SPC). The PAC meets monthly with an average of 10-15 participants. These meetings serve as a forum for regular PAC business, including financial support for various school initiatives. The principal reports out at each meeting and parents are free to ask questions or express concerns or make suggestions about school related issues. The SPC held three meetings to review and prepare the 2006-2007 School Plan. Parents bring with them suggestions from the PAC for discussions and inclusion in the school plan. This plan is then ratified at a regular meeting of the PAC. There has been an increase in the use of email for informing parents about upcoming events, future meetings and distribution of monthly meeting minutes through the Frances Kelsey PAC email address.

Parents are also involved in Parent Teacher interview evenings and other scheduled meetings with advisors, teachers and the school administration.

Each year, in the spring, a meeting is held for parents of incoming grade nines. This meeting is to introduce parents to the school and provided support information about programs and student services. First time parents are given the opportunity to ask questions of the counselors and administrators and to take a tour of the school following the presentation.

Many parents are also very involved in the school through coaching, managing, chaperoning and driving students to sporting and other extra-curricular events. School band concerts, dance recitals, theatre productions and other student activities are always well attended. Some parents sponsor workplace opportunities for many of our students and parents are also very supportive of our annual “Take Your Kids to Work” day each fall for the grade nine students. Parents played a huge role organizing and also being presenters for our first ‘Balance Day’ in October. Other parents are involved in the year long planning and fund raising for the annual Dry Grad celebrations.

**School Plan to increase Parent Involvement:**

In 2006-2007 we plan to increase parent involvement by increasing the use of email communications. We plan to continue to build the email database to develop a more effective communications network. We would like to find out how to get more parents involved in PAC while being cognoscente of all the other ways parents are involved with their child’s school.

We are planning an informal gathering of grade 9 parents early in the fall to meet with current parents of Frances Kelsey. We see this as an opportunity to pass on information and answer any questions new parents may have.

**Goals not continued in new plan and rationale for discontinuing: NONE**

**Goal 1: To increase student performance by improving WELLNESS (physical, emotional & social health).**

Performance Data	Performance Targets	Strategies	Resources										
FKSS Total Number of Suspensions (see Appendix C) <table border="1" data-bbox="75 1052 594 1122"> <tr> <th>01/02</th> <th>02/03</th> <th>03/04</th> <th>04/05</th> <th>05/06</th> </tr> <tr> <td>86</td> <td>89</td> <td>65</td> <td>39</td> <td></td> </tr> </table>	01/02	02/03	03/04	04/05	05/06	86	89	65	39		Lower Total FKSS Suspension Rates for 2006/07.	<ol style="list-style-type: none"> <li>Continue the Staff “Wellness” activities</li> <li>Host a “Wellness Fair” promoting healthy lifestyles choices</li> <li>Use web page, school sign, newsletters, email to increase parent involvement in school events</li> <li>Increased communication through email, website, parent access to Netmarks, PAC and parent survey</li> <li>Maintain school / parent contact to a minimum of twice per student per month.</li> <li>Continue the Gr. 9 Orientation sessions for incoming students &amp; parents</li> </ol>	<ul style="list-style-type: none"> <li>➤ Advisor System</li> <li>➤ In-School Service Clubs</li> <li>➤ SAVE</li> <li>➤ Peer Counselling</li> <li>➤ Peer Tutoring</li> <li>➤ Red Cross</li> <li>➤ Sports</li> <li>➤ Theatre</li> <li>➤ Music</li> <li>➤ PAC input and funding</li> <li>➤ School funding</li> <li>➤ District funding</li> <li>➤ District K-12 Improvement Plan for Social Responsibility.</li> <li>➤ Information meetings for parents.</li> </ul>
01/02	02/03	03/04	04/05	05/06									
86	89	65	39										
Parent & student satisfaction results on the annual Ministry of Education Satisfaction Surveys (see Appendix D)  Student Survey of “Balance Day” - Rating of the Day (1 low-10 high) (see Appendix A) <table border="1" data-bbox="75 1425 436 1495"> <tr> <th>05/06</th> <th>06/07</th> </tr> <tr> <td>6.9/10</td> <td></td> </tr> </table>	05/06	06/07	6.9/10		To maintain or improve our parent & student satisfaction results on the annual Ministry of Education Satisfaction Surveys  Improve our Student Rating /10 of “Balance Day” in 2006/07								
05/06	06/07												
6.9/10													

<p>Staff and Student assessment of Social Responsibility Survey (see Appendix B).</p> <table border="1" data-bbox="75 142 594 305"> <thead> <tr> <th># of Students Fully Meeting or Exceeding expectations</th> <th>04/05</th> <th>05/06</th> <th>06/07</th> </tr> </thead> <tbody> <tr> <td>Student Self Rating</td> <td>70%</td> <td>81%</td> <td></td> </tr> <tr> <td>Advisor Rating</td> <td>58%</td> <td>59%</td> <td></td> </tr> </tbody> </table> <p>Counsellors: - What reoccurring issues do they see? How many times did the school address these themes during the school year?</p> <p>Communication: Parent/School Contact through the web site, emails, report cards, parent/teacher Conferences, phone calls, newsletters averages two times per month.</p> <p>PAC meetings. Average of 15 parents attending</p>	# of Students Fully Meeting or Exceeding expectations	04/05	05/06	06/07	Student Self Rating	70%	81%		Advisor Rating	58%	59%		<p>Maintain or increase the ratings of Social Responsibility as assessed through survey of Staff and Students.</p> <p>Counsellors: - Increased number of times the school addresses these issues during the year</p> <p>Communication: Increased parent/ school contacts by 10% for 2006/2007 school year.</p> <p>Increase attendance at regular PAC meetings to a minimum of 25 per meeting during 2006/2007</p>	<ol style="list-style-type: none"> <li>7. Improve our Gr.9 introductory sessions in the first two weeks of school (a Learning Guide)</li> <li>8. Orientation Round Table for new parents in September</li> <li>9. Support the School-based prevention programs and maintaining Staff-Student communication lines</li> <li>10. Encourage and support the student wellness committee (the BALANCE group)</li> <li>11. School wide activities for students</li> </ol>	<ul style="list-style-type: none"> <li>➤ Website to communicate information including parent handbook, <i>Whale's Tale</i>, PAC agendas, reports and minutes, course information, bulletins, student achievement and all other school related information.</li> <li>➤ In-house and district technology expertise.</li> <li>➤ Student Success Committee</li> <li>➤ Balance Group</li> <li>➤ Nutrition Month Bulletin Board</li> <li>➤ Competition/Prizes in Advisor groups discussing healthy lifestyle</li> <li>➤ Encourage more field trips</li> <li>➤ Justice Theatre presentation</li> <li>➤ TCO2. Taking care of yourself and taking care of others</li> <li>➤ Victoria Drug Awareness session</li> <li>➤ AIDS Vancouver Island</li> <li>➤ Focus on Nutrition Month</li> </ul>
# of Students Fully Meeting or Exceeding expectations	04/05	05/06	06/07												
Student Self Rating	70%	81%													
Advisor Rating	58%	59%													

**Goal 2: LITERACY: To maintain or improve student achievement.**

Performance Data	Performance Targets	Strategies	Resources																																						
<p>Grade 12 Provincial Exam Results (see Appendix D)</p> <table border="1"> <thead> <tr> <th colspan="5">ENGLISH 12</th> </tr> <tr> <th colspan="5">% of students achieving "C" or better</th> </tr> <tr> <th>01/02</th> <th>02/03</th> <th>03/04</th> <th>04/05</th> <th>05/06</th> </tr> </thead> <tbody> <tr> <td>93</td> <td>94</td> <td>92</td> <td>92</td> <td></td> </tr> </tbody> </table>	ENGLISH 12					% of students achieving "C" or better					01/02	02/03	03/04	04/05	05/06	93	94	92	92		<p>Maintain or improve Gr.12 English Provincial Exam results in 2006/07</p>	<ol style="list-style-type: none"> <li>Continue to refine the school-wide Action Alert intervention process.</li> <li>Continue the "Earn Your Wings" program for Gr.9/10 students</li> <li>Continue the Gr.12 "Study Pass" program</li> <li>Create an incentive program for our Gr.11 students</li> <li>The Professional Learning Community. Meet as a staff monthly to focus on Learning Strategies.</li> <li>Review learning guides and apply Learning Strategies.</li> <li>Provide more options for student initiated self-directed study units.</li> <li>Provide more options within learning guides to appeal to different learning styles.</li> <li>Review Provincial Gr.10 &amp; Gr.12 Exam Results Summary.</li> <li>Encourage the publication of student writing in Whales Tale, Web site, Yearbook, Writing Class publications, contests.</li> <li>Create a more reading-friendly area in the Library</li> <li>Buy more books for Library</li> <li>Use technology to increase instructional opportunities (web site, videos)</li> <li>Examine the use of alternative testing strategies (oral upgrades, posters, displays, concept maps, fishbones, etc.)</li> <li>Encourage the use of multiple expressions of Literacy (i.e. Fine Arts, Music, Dance...)</li> </ol>	<ul style="list-style-type: none"> <li>➤ District K-12 Improvement plans for Writing and Reading.</li> <li>➤ Teacher time provided through Inservice account (#1630) and other Pro-D opportunities</li> <li>➤ Director of Middle &amp; Secondary Education will work with department heads.</li> <li>➤ Department Heads</li> <li>➤ Administration</li> <li>➤ Possible funding from PAC</li> <li>➤ Possible funding from Business Community</li> <li>➤ Student Council</li> </ul>																		
ENGLISH 12																																									
% of students achieving "C" or better																																									
01/02	02/03	03/04	04/05	05/06																																					
93	94	92	92																																						
<p>Grade 10 Provincial Exam Results (see Appendix D)</p> <table border="1"> <thead> <tr> <th colspan="5">ENGLISH 10</th> </tr> <tr> <th colspan="5">% of students achieving "C" or better</th> </tr> <tr> <th>04/05</th> <th>05/06</th> <th>06/07</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>86</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	ENGLISH 10					% of students achieving "C" or better					04/05	05/06	06/07			86					<p>Maintain or improve Gr.10 English Provincial Exam results in 2006/07</p>																				
ENGLISH 10																																									
% of students achieving "C" or better																																									
04/05	05/06	06/07																																							
86																																									
<p>Grade 11 Social Studies Provincial Exam Results (see Appendix E)</p> <table border="1"> <thead> <tr> <th colspan="4">Historical Mean Exam Score- SS 11</th> </tr> <tr> <th>Jan 05/06</th> <th>06/07</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>76%</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Historical Mean Exam Score- SS 11				Jan 05/06	06/07			76%				<p>Maintain or improve the Social Studies 11 Provincial Exam results in 2006/07</p>																												
Historical Mean Exam Score- SS 11																																									
Jan 05/06	06/07																																								
76%																																									
<p>School Final Marks in English (gr.9-12)</p> <table border="1"> <thead> <tr> <th colspan="5">Distribution of Letter Grades (%)</th> </tr> <tr> <th></th> <th>02/03</th> <th>03/04</th> <th>04/05</th> <th>05/06</th> </tr> </thead> <tbody> <tr> <td><b>A</b></td> <td>32</td> <td>29</td> <td>33</td> <td></td> </tr> <tr> <td><b>B</b></td> <td>40</td> <td>30</td> <td>38</td> <td></td> </tr> <tr> <td><b>C+</b></td> <td>10</td> <td>8</td> <td>11</td> <td></td> </tr> <tr> <td><b>C</b></td> <td>2</td> <td>8</td> <td>7</td> <td></td> </tr> <tr> <td><b>C-</b></td> <td>3</td> <td>1</td> <td>3</td> <td></td> </tr> <tr> <td><b>F</b></td> <td>0</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table>	Distribution of Letter Grades (%)						02/03	03/04	04/05	05/06	<b>A</b>	32	29	33		<b>B</b>	40	30	38		<b>C+</b>	10	8	11		<b>C</b>	2	8	7		<b>C-</b>	3	1	3		<b>F</b>	0	0	0		<p>Maintain or improve levels of student achievement at Frances Kelsey Secondary in English.</p>
Distribution of Letter Grades (%)																																									
	02/03	03/04	04/05	05/06																																					
<b>A</b>	32	29	33																																						
<b>B</b>	40	30	38																																						
<b>C+</b>	10	8	11																																						
<b>C</b>	2	8	7																																						
<b>C-</b>	3	1	3																																						
<b>F</b>	0	0	0																																						

**Goal 3: NUMERACY: To maintain or improve student achievement.**

Performance Data	Performance Targets	Strategies	Resources																																								
<p>Grade 12 Provincial Exam Results (see Appendix D)</p> <table border="1" data-bbox="75 248 594 386"> <thead> <tr> <th colspan="5">MATH 12 % of students achieving “C” or better</th> </tr> <tr> <th>01/02</th> <th>02/03</th> <th>03/04</th> <th>04/05</th> <th>05/06</th> </tr> </thead> <tbody> <tr> <td>90</td> <td>86</td> <td>67</td> <td>81</td> <td></td> </tr> </tbody> </table> <p>Grade 10 Provincial Exam Results (see Appendix D)</p> <table border="1" data-bbox="75 524 594 662"> <thead> <tr> <th colspan="5">MATH 10 % of students achieving “C” or better</th> </tr> <tr> <th>04/05</th> <th>05/06</th> <th>06/07</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>74</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	MATH 12 % of students achieving “C” or better					01/02	02/03	03/04	04/05	05/06	90	86	67	81		MATH 10 % of students achieving “C” or better					04/05	05/06	06/07			74					<p>Maintain or improve Gr.12 Math Provincial Exam results in 2006/07</p> <p>Continue to improve Gr.10 Math Provincial Exam results</p>	<ol style="list-style-type: none"> <li>1. Continue to refine the school-wide Action Alert intervention process.</li> <li>2. Continue the “Earn Your Wings” program for Gr. 9/10 students</li> <li>3. Continue the Gr.12 “Study Pass” program</li> <li>4. Create an incentive program for our Gr.11 students</li> <li>5. The Professional Learning Community. Meet as a staff monthly to focus on Learning Strategies.</li> <li>6. Review learning guides and apply Learning Strategies.</li> <li>7. Provide more options for student initiated self-directed study units.</li> <li>8. Provide more options within learning guides to appeal to different learning styles.</li> <li>9. Review Provincial Gr.10 &amp; Gr.12 Exam Results Summary.</li> <li>10. Use technology to increase instructional opportunities (web site, videos)</li> <li>11. Examine the use of alternative testing strategies (oral upgrades, posters, displays)</li> </ol>	<ul style="list-style-type: none"> <li>➤ District K-12 Improvement plans for Numeracy.</li> <li>➤ Teacher time provided through Inservice account (#1630) and other Pro-D opportunities</li> <li>➤ Director of Middle &amp; Secondary Education will work with department heads.</li> <li>➤ Dept Heads</li> <li>➤ Administration</li> <li>➤ Possible funding from PAC</li> <li>➤ Possible funding from Business Community</li> <li>➤ Student Council</li> </ul>										
MATH 12 % of students achieving “C” or better																																											
01/02	02/03	03/04	04/05	05/06																																							
90	86	67	81																																								
MATH 10 % of students achieving “C” or better																																											
04/05	05/06	06/07																																									
74																																											
<p>School Final Marks in Math (gr.9-12)</p> <table border="1" data-bbox="75 730 594 987"> <thead> <tr> <th colspan="5">Distribution of Letter Grades (%)</th> </tr> <tr> <th></th> <th>02/03</th> <th>03/04</th> <th>04/05</th> <th>05/06</th> </tr> </thead> <tbody> <tr> <td><b>A</b></td> <td>19</td> <td>26</td> <td>26</td> <td></td> </tr> <tr> <td><b>B</b></td> <td>32</td> <td>26</td> <td>35</td> <td></td> </tr> <tr> <td><b>C+</b></td> <td>15</td> <td>11</td> <td>11</td> <td></td> </tr> <tr> <td><b>C</b></td> <td>14</td> <td>7</td> <td>13</td> <td></td> </tr> <tr> <td><b>C-</b></td> <td>8</td> <td>6</td> <td>3</td> <td></td> </tr> <tr> <td><b>F</b></td> <td>0</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table>	Distribution of Letter Grades (%)						02/03	03/04	04/05	05/06	<b>A</b>	19	26	26		<b>B</b>	32	26	35		<b>C+</b>	15	11	11		<b>C</b>	14	7	13		<b>C-</b>	8	6	3		<b>F</b>	0	0	0		<p>Maintain or improve levels of student achievement at Frances Kelsey Secondary in Math</p>		
Distribution of Letter Grades (%)																																											
	02/03	03/04	04/05	05/06																																							
<b>A</b>	19	26	26																																								
<b>B</b>	32	26	35																																								
<b>C+</b>	15	11	11																																								
<b>C</b>	14	7	13																																								
<b>C-</b>	8	6	3																																								
<b>F</b>	0	0	0																																								

**Action to date:**

Staff Awareness of Plan

Parent / Community Awareness of Plan

**Certification: Principal**

I respectfully submit this plan on behalf of *Frances Kelsey Secondary*.

**Marilyn Sandford**

Principal Name

\_\_\_\_\_  
Signature

**April 26, 2006**

\_\_\_\_\_  
Date

**Certification: District**

I confirm that the school plan meets the criteria.

**School District #79 (Cowichan Valley)**

District Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Certification: Chair - Board of School Trustees**

The Board accepts the school plan submitted for *Frances Kelsey Secondary*.

\_\_\_\_\_  
Chair - Board of School Trustees

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date