



SCHOOL LEARNING PLAN

**Continuing Education, Distributed Learning, Alternate
2011 - 2012**

Mission Statement

To provide a flexible, individualized program that
will facilitate students' learning and
increase their self-esteem.

Motto

“Learning is forever”

Principal Ms. Barbra Paterson
Vice-Principal Ms. Caroline Pennelli

Reviewing the School Plan

Date	Activities
March 2011	<ul style="list-style-type: none"> • School plan discussed with students at Potluck lunches • School Planning Day: <ul style="list-style-type: none"> ○ Met with DL, CE and Alt. staff ○ Discussed accomplishments in 2010-2011; next steps; strategies, and indicators for success for 2011 - 2012 • Revised School Plan
May 2011	<ul style="list-style-type: none"> • School plan shared with students at Potluck lunches
June 2011	<ul style="list-style-type: none"> • School Plan shared with Superintendent, Trustees, staff, and parent (district meeting, June 2, 2011); introduce rough draft of new plan. • <i>Revised and updated</i> • Final copy to SBO • Final copy shared with students through YouLearn.ca web site

School Plan Team

Educators	Miles Derksen, Naomi Kleinschmidt, Heather Lessard, Sherree Lind, Ernie Millward, Shelley Murr, Sharron Piazza, Steve Pozzobon, Cody Rivest
Administration	Barbra Paterson, Caroline Pennelli
Parent/PAC	Fern Bleiken, Elaine Ecker
Secretaries	Shirley Campbell, Wendy Hunt, Rita Knight, Jane Slater, Brenda Zakall

Notes:

- Completed strategies printed in red.
- New strategies printed in italics for easy recognition.

GOAL

To develop and implement a plan for the integration of Continuing Education (CE) and Distributed Learning (DL) activities, that provides students with opportunities and success.

Rationale

In 2009, the Okanagan Similkameen Learning Centre and Outreach School was requested by School District 53 to merge our programs. We are committed to meeting the needs of our students, and strive for continuous improvement. Our mandate continues to be to provide quality, innovative, and flexible learning opportunities for all our students, while looking at blending components of the school structure.

Objective 1: To foster a positive school climate, in order to improve student achievement.

Strategies and Activities	Indicators of Success	Completed/In progress
<p>On-going check-in with students (current, former and potential) for starting and completing courses.</p> <p><i>Develop activation process, with consistency across schools. Develop consistent process for monitoring inactive students</i></p>	<p>Intake, recruitment and retention of students</p>	<p>Ongoing: Intake process undertaken by A/Os or Steve, with course-start meetings arranged with individual teachers.</p>
<p>Plan a marketing strategy targeted at current, former and potential students, for registration in additional courses, especially in May and June.</p> <p><i>Develop advance plan for marketing Localised consideration for advertising e.g. Open House, fliers, BBQ, presentations</i></p>	<p>Increased registration in second and subsequent courses</p>	<p>Marketing takes place throughout year: website updated intermittently; fliers for papers; posters in communities; WorkZone; Service clubs; ongoing</p>
<p>Develop and implement a mid-course presentation on options for students and other courses available through DL and CE.</p> <p><i>Develop and implement course evaluation/ information survey for students to complete at ¾ point in self-paced course, or end of computer courses.</i></p> <p><i>Mid-year presentation on “What we Offer at the Learning Centre” “Back in touch” survey.</i></p>	<p>Students moving from teacher-led to self-paced learning models, at Learning Centres</p>	<p>Course booklets available; YouLearn brochures, posters etc. developed;</p>
<p>Provide on-site ‘drop-in’ career counselling, intermittently throughout the year.</p> <p><i>Facilitate presentations from various organizations EA and other assigned personnel to coordinate these presentations.</i></p>	<p>Number of students participating</p>	<p>Ongoing counselling opps for students, with A/O or Steve. EA hired for Oliver through Community Links money; 30% - 40% increase in students requesting assistance with college applications. 2 students on SSA program.</p>
<p>Promote opportunities for students to learn about post-secondary programs and career options.</p>	<p>Student involvement in additional courses, leading to graduation and / or employment</p>	<p>2010-11: Speakers invited in at lunchtimes e.g. BC Builder’s Ass., SORCO (owl rescue facility). Career Fair attendance from CE, DL and Portage. Continued opportunities planned for 2011-2012.</p>

<p>Develop and implement the CE Foundations courses, developing literacy and numeracy skills and improving self-esteem through academic success.</p> <p><i>Continue to build more levels for both English and Math Foundations. Incorporate use of technology, both CML & CAL.</i></p>	<p>Courses will have been developed and implemented with scheduled classes.</p>	<p>English Foundations 2, 4 and 6 and Math Foundations 3 developed and being implemented.</p>
<p>Promote new dual-credit programs (e.g. viticulture, carpentry and trades) in partnership with Okanagan College and neighbourhood schools.</p> <p><i>Capitalize on existing opportunities for SSA and Dual Credit.</i></p> <p><i>Add questions re workplace on SLPs (DL).</i></p>	<p>Student involvement in additional courses, leading to graduation and / or employment. Students receiving Transfer Standing for dual-credit courses.</p>	<p>One student on dual-credit program. Staff aware that this is an option. Ongoing goal to have more students participate.</p>
<p>Look into developing a Modular Survey peer-counselling course to support ESL and low-literacy students, beginner computer students and math students.</p> <p><i>Promote collaborative learning environments e.g. through use of technology, curriculum groups, Elluminate, blogs, Wikis etc.</i></p>	<p>Peer tutors receive credits; students being tutored will benefit from 1:1 oral language tutoring</p>	<p>Staff are aware of peer-tutoring course: cannot be offered to GA. Has been offered to two students this year, where staff have identified potential for success.</p>

Objective 2: To improve course delivery through a variety of platforms and instructional methods that supports student learning.

Strategies and Activities	Indicators of Success	Completed/In progress
<p>Streamline computer management systems.</p> <p><i>Continue to research & be aware of companies/consortiums offering online courses(e.g. BCLN).</i></p>	<p>Reduction/amalgamation of Computer Managed Instruction software for specific courses.</p>	<p>Moodle and WebCT are main platforms this year.</p>
<p>Use technologies that best suit DL and CE students.</p> <p><i>More offline options for Alternate.</i></p>	<ul style="list-style-type: none"> • Rosetta Stone will be used both on site/online. • Moodle will be used by greater number of students. • SuccessMaker will be used by our literacy students. 	<p>Rosetta Stone, Moodle, Successmaker and WebCT being used by larger numbers of students. Around 200 on Web CT and 200 on Moodle currently. Alternate teachers have downloaded programs for students.</p>
<p>Continue to develop instructor-led courses.</p> <p><i>Teachers to collaborate around planning computer courses, e.g. Photoshop Elements, Digital camera etc.</i></p>	<p>Supplemental material will be developed for self-paced components of instructor-led courses.</p>	<p>Computer courses continue to be revised. Additional project outlines, quizzes and activities developed to support student learning. New course on 'Extending the Web' developed.</p>
<p>Develop a transition plan for migrating students from instructor-led to self-paced courses.</p>	<p>Due to transition plan, more students will enroll in other (non-instructor-led) courses.</p>	<p>In progress. All students receive input from teachers, through slide shows or handouts, to consider other courses at the LC.</p>
<p>To explore the best usage for implementing Moodle .</p>	<p>Increased usage by students; more courses offered on Moodle.</p>	<p>In progress. 2 more courses put onto Moodle this year. Several others being developed.</p>
<p>To have more staff trained on Moodle.</p> <p><i>Invest more time in training for Moodle: train a lead person-administrator; inservice for all staff on Moodle;</i></p>	<p>Staff will exhibit more confidence in supporting students on Moodle.</p>	<p>Moodle training offered for all staff, in two half days. DL conference accessible to all teachers.</p>
<p>To prepare a master list for courses and delivery methods.</p>	<p>Master list will be created, discussed, shared among staff.</p>	<p>Master list prepared at beginning of school year. Students aware of course platforms and availability.</p>
<p>To provide training to staff on course delivery technologies.</p> <p><i>Planning around decisions for upgrading courses, e.g. Word 2007; Dedicated collaborative time for course planning and development, including putting materials onto content management system.</i></p>	<p>Inservice will be provided to train staff on technology (CMI, specific software, Rosetta Stone)</p>	<p>Training offered by onsite staff as well as by district technology literacy teacher. Individual teachers continue to develop skills and expertise.</p>

Students will receive instruction on delivery method, resource materials, outlines, and assorted material.	CE and DL will have a greater percentage of students completing courses.	Done regularly. Course completion _____
Develop a Scope and Sequence for our instructor-led computer courses.	Teachers will collaborate and develop a curriculum plan for instructor-led courses.	Revised Scope and Sequence completed for all courses. Continue to add as new courses are developed.
To revise and promote the computer certificate program(s).	More students will enroll in and complete computer certificate programs.	This will be revisited next year. One student completed this certificate program this term.

Objective 3

To continue to integrate our CE, DL, and Alternate schools as one main school.

Strategies and Activities	Indicators of Success	Completed/In Progress
<i>To generate a name and logo that denotes CE and DL in the District, and which has provincial appeal.</i>	<i>Name chosen and logo developed. New web-page reflecting all areas of learning.</i>	<i>Logo, website etc. developed.</i>
<p>To continue to make change-overs to letterheads, fliers, signage, brochures etc.</p> <p><i>Develop a uniform “look” to identify us, evident through posters, flyers, advertisements etc.</i></p>	All materials and websites used for communication will be updated with new name/ logo.	Letterhead, registration forms and other stationary in place.
<p>To continue to identify location in each community for CE/ DL to operate out of the same premises.</p> <p><i>Continue to educate communities of our presence and educational focus including:</i></p> <ul style="list-style-type: none"> • <i>Standardized advertising plan</i> • <i>KLC highway sign, property</i> • <i>Online learning</i> • <i>Career & upgrading</i> • <i>Computer literacy</i> <p><i>Continue to develop strong partnership/liaison with WorkZone and other groups.</i></p> <p><i>DL Newsletters very effective; Start CE newsletters; Ask elementary schools to include in their monthly newsletters (re adult upgrading, computer classes etc; also with a direct link to our video online).</i></p>	To identify a location for Osoyoos, within a year, to house both CE and DL.	Ongoing; YouLearn.ca staff is looking forward to having one location in each community.
To maximize teacher expertise and student engagement, by seeking opportunities for CE and DL staff to function collaboratively.	Course alignment between CE and DL. Common understanding of course content.	Some progress has been made, however, difficult to do when not in one location per community. Ongoing strategy; Teacher specialization for less popular courses.
<p>Inservice and support for all teachers, to develop common understanding of course offerings, platforms and modalities.</p> <p><i>Plan additional inservice for teachers so that all teaching staff understand and use Moodle or other online courses.</i></p>	All courses have one unit and course outline accessible on website. All staff able to support students in accessing course materials.	Teachers took part in Moodle inservice; DL staff development offered to staff; several teachers developed new literacy foundations programs for students.

<p>To develop clear guidelines for running alternate school program, through Portage.</p>	<p>Clear processes determined. Able to access funding. Student success achieved.</p>	<p>The registration, funding process, and guidelines for our alternate school well understood.</p>
<p>Streamline and amalgamate secretarial duties amongst sites.</p> <p><i>Alternate school will be moving it's "office" to the KLC building. The KLC secretary will take on the administrative duties.</i></p>	<p>Efficiency Secretarial staff strengths utilized</p>	
<p>Give alternate students opportunities to take DL or CE courses after exiting their program.</p>	<p>When exiting, students' plans will include the opportunity to take DL or CE courses.</p>	<p>In progress; several students take courses through DL upon exiting Portage.</p>