

## POLICY 1

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### DIVISION FOUNDATIONAL STATEMENTS

#### Values and Beliefs

“Christ our Model...Children our Focus”

- ◆ Catholic/Christian values are fundamental in preparing our students’ minds, bodies and spirits, and Christ should be reflected in everything that we do.
- ◆ Each student is a unique gift from God to be valued and respected.
- ◆ All children can learn and experience success; they have the right to access high quality educational programming that takes into account different learning styles and ability levels.
- ◆ All students, parents and staff have gifts and talents that must be recognized, respected and developed.
- ◆ Learning is a visionary and proactive process that requires a collaborative effort by students, staff, families and the community.
- ◆ Learning occurs best in a safe, orderly and caring environment where expectations are clear and students believe they can and will succeed.
- ◆ The Catholic school is an extension of the Catholic Christian community and is a vital link between church and home.

#### Mission Statement

“A Catholic Community of Learners Opening Hearts, Minds and Doors”

#### Mandate

Our primary purpose, like Christ, is to serve... our students, our parents and our community. Within this context we:

- ◆ Enhance our Catholic identity by developing and maintaining strong links among the parish, school and home;
- ◆ Develop students as critical thinkers and problem solvers, equipped with the skill to be responsible, productive and ethical citizens focused on serving God and the community;
- ◆ Provide students with a wide range of high quality educational programs and services that educate the whole child – spiritually, intellectually, physically, culturally and emotionally;

- ♦ Nurture self-esteem, success and wellness in a safe, caring and enabling learning environment that affirms the dignity of staff and students; and
- ♦ Develop a learning climate that supports excellence, continuous improvement and life-long learning.

To deliver our mandate as a natural person, the Board will maintain a business planning posture that is educationally sound, future-oriented, responsive to stakeholders, and allows meaningful opportunities for input. The planning process, like that of visioning, is not static. Strategies for success will be based on experience, opportunities for collaboration and informed adaptations to evolving issues in education.

## **Operating Principles**

### Leadership

- ♦ All leaders will model positive leadership behavior consistent with our Catholic Christian values.
- ♦ Decisions will be based upon what is best for students and will reflect the priorities of Alberta Education, the Division and School Community.
- ♦ Collaboration, effective planning and accountability will be fundamental elements of the decision-making process.
- ♦ Accurate, timely, two-way communication will be maintained with internal and external participants.
- ♦ Schools will develop priorities and plans for programs, activities and services consistent with Division goals, objectives and priorities.
- ♦ The Division will focus on the achievement of a clearly defined vision, mission and strategic priorities.
- ♦ Staff at all levels of the organization will be encouraged to take leadership roles.
- ♦ Innovation, creative problem-solving and responsible risk-taking will be encouraged, valued and supported.

### Financial

- ♦ Accountability and responsibility for decisions will reflect the principles and guidelines of the Division's site-based decision-making model.
- ♦ The primary consideration in making resource allocation decisions will be the potential impact on students, programs and services.
- ♦ Financial management policies and practices will be consistent with generally accepted accounting principles.

- ♦ Long-term financial planning and budgeting will reflect the Division's three-year educational plan.
- ♦ The Division will provide accurate and timely reports and be accountable for the responsible use of public funds.

#### Facilities and Equipment

- ♦ The Division will ensure that facilities accommodate the needs of programs and services within financial and policy constraints.
- ♦ Facilities and equipment will be maintained to protect their value and to ensure the health and safety of users.
- ♦ Facilities will be periodically modernized and upgraded to ensure ongoing functionality.
- ♦ Major capital expenditures will be based upon a thorough needs assessment and cost/benefit analysis.

#### Human Resources

- ♦ Workload priorities and assigned responsibilities will reflect the needs of students, the schools, the Division and Alberta Education.
- ♦ Staff will be treated with fairness, dignity and respect.
- ♦ Staff performance will be evaluated to reinforce strengths, identify areas requiring improvement and recommend corrective action.
- ♦ Professional development plans and priorities will reflect individual, school and Division priorities.
- ♦ Hiring practices will ensure that staff skills, knowledge and attitudes are matched appropriately to student needs and that staff is committed to the Division's mission and values.
- ♦ Mechanisms will be in place to support staff and family wellness.
- ♦ The contributions of staff to the Division will be recognized and appreciated.

#### Programs and Services

- ♦ Programs and services will be developed collaboratively, will reflect the Catholic faith and will be consistent with Division goals and priorities.
- ♦ Programs and services will be monitored and evaluated periodically against appropriate performance measures and evaluation criteria.

- ◆ New initiatives and programs will be supported with appropriate resources, professional development and time required for implementing the changes.
- ◆ All programs and services will focus on excellence in student growth and achievement.

Legal Reference: Preamble, Section 3, 7, 11, 18, 25, 27, 33, 35.1, 51, 52, 53, 67, 222 Education Act  
Fiscal Planning and Transparency Act  
Guide To Education ECS to Grade 12  
Policy and Requirements for School Board Planning and Reporting  
School Authority Planning and Reporting Reference Guide