



## PARK WEST SCHOOL DIVISION

*Learners Today, Leaders Tomorrow*

**Resource Management** – Balancing fiscal responsibility with educational needs to ensure the effective use of resources.

Goals/Objectives	Strategies	Responsible Party	Required Resources	Indicators of Success	Time Frame
Develop a framework for a prudent resource management	Create a process in which decisions about resource allocation are based upon credible data.	Senior Admin School Admin Trustees	Other divisions	All plans for resource allocation developed with supporting data.	Ongoing beginning Sept 2012
	Create a system which monitors resource allocations to ensure their effective use and sustainability.	Senior Admin School Admin Trustees	Other divisions AANDC (INAC)	Effective and efficient resource allocation.  Regular reporting requested and received.	
	Advocate for adequate funding of rural education.	Senior Admin Trustees MSBA/MASBO	Parents Municipal Governments	Formal communication with government.  Ongoing communication with the public regarding the value of public education.	
Develop a framework for human resource management.	Develop a staffing plan which reflects individual school needs.	Senior/School Admin	School Profiles	Schools are staffed equitably and efficiently.	Ongoing beginning Jan 2012
	Develop a plan to recruit and retain quality teachers.	Senior Admin Trustees	Staffing profile	Action taken based upon plan.	By June 2013



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Deliver quality maintenance services throughout the division.	Complete an analysis of space usage in the division	Senior Admin Trustees	Template for analyzing space usage in divisional buildings.	Analysis of space usage completed.  Recommendations from analysis are implemented.	By June 2013
	Complete an analysis of infrastructure quality in the division.	Senior Admin Trustees	Template for analyzing infrastructure quality.	Analysis of infrastructure completed.  Upgrading/replacement of facilities based upon analysis of infrastructure.  Space we utilize is at an appropriate level of maintenance.	By June 2013
	Complete a workplace safety and health program for the division.	Senior Admin	Department staff Data from other divisions	Workplace safety and health program is developed and implemented.	By June 2014
	Develop a plan for the recruitment and retention of maintenance staff.	Senior Admin Trustees	Data from other divisions Promotional materials	Identify 3-5 year staffing needs and take action as necessary.	By June 2014



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Provide safe and efficient transportation services to divisional students.	Complete a comprehensive review of transportation services.	Senior Admin Trustees	Department staff Data from other divisions	Transportation review completed.  Take action based upon review to ensure transportation is efficient and cost effective.  Consistent division-wide policy and practice regarding student access to transportation.	By June 2013
	Develop a bus replacement plan.	Senior Admin Trustees	Department staff Consultants Data from other divisions	Bus replacement plan is completed.	By June 2013
	Develop a plan for the retention, recruitment of bus drivers and mechanics.	Senior Admin Trustees	Divisional staff Data from other divisions Promotional materials	Identify 3-5 year staffing needs and take action as necessary.	By June 2014