

Strategic Planning Process	
Adopted:	
Next Scheduled Review: 2025-2026	
Approved by Board of Directors V-18 Community Engagement and Public Consultation Policy	

[Purpose](#)

To establish a framework and program for the development, implementation and review of the HCDSB's multi-year strategic plan.

[Application and Scope](#)

This policy applies to Halton Catholic District School Board (HCDSB)'s Trustees, staff, community

HCDSB's multi-year strategic plan. The Board approved this strategic plan in its meeting on



Strategic goal is a result of the organization's vision that can be measured and evaluated. A strategic goal is achieved through activities and/or initiatives the organization implements in order to realize its vision.

Plans Strategic are high-level statements of where the organization wants to be in a certain time frame and what it will do to achieve that. A multi-year strategic plan is a statement of intent to set a course of the organization's activities within it.

Strategic planning refers to the process of making fundamental decisions and actions that shape and guide what an organization is, what it does, and why it does it.

Strategic priority is an organization's highest priority that an organization must do in order to realize its vision. A strategic priority provides the framework for organizing, defining and communicating strategic actions.

Values statement outlines the organization's core beliefs that frame how employees and students behave and how decisions are made.

Vision statement is a clear, concise, and inspiring statement that describes the organization's future state.

Principles

Requirements

General Requirements

The HCDSB's multi-year strategic plan is aligned to the mission, vision, and values of the Board.

The HCDSB's multi-year strategic plan is designed to maintain or improve performance, financial soundness, and sustainability.

The budget process is aligned with the HCDSB's multi-year strategic plan, and strategic priorities and goals are supported by sufficient resources.

The HCDSB's multi-year strategic plan is approved by the Board of Trustees.

The HCDSB's multi-year strategic plan covers a period of four (4) years, and is annually updated.

The Director of Education is responsible for the implementation of the multi-year strategic plan and the day-to-day implementation of the strategic plan.

Phase I – Getting Organized

The Board of Trustees shall begin the strategic planning process through a Board resolution.

The Board of Trustees review, validate and update the HCDSB's existing mission, vision and values through Board resolution.

A Strategic Planning Steering Committee is formed to guide the process. The members of the committee are not limited to, the Board of Trustees, the Director of Education, select Senior Staff and other staff members.

The Strategic Planning Steering Committee determines the timelines for developing the multi-year strategic plan and assesses if a facilitator is beneficial for parts of the strategic planning process.

The Strategic Planning Steering Committee determines the timelines and use of a facilitator (if applicable).

Phase II – Gathering Information

The Strategic Planning Steering Committee identifies the data to be collected from the HCDSB's internal and external stakeholders. The data includes internal data and student level data. The Committee analyzes the data to study emerging themes that will suggest the direction of the Board.

Stakeholder groups are identified and the consultation process begins for gathering data from both the internal and external stakeholders.

Stakeholder consultation takes place.

A communication plan is developed to keep all stakeholders informed of the process. The Board of

Phase III – Developing the Multi-Year Strategic Plan

The Strategic Planning Steering Committee analyzes consultation findings and establishes strategic priorities and goals. The Director of Education, in collaboration with the Strategic Planning Steering Committee, creates an evaluation framework to set realistic and

The Strategic Planning Steering Committee presents the draft strategic plan, including strategic priorities and strategic goals to the Board of Trustees for approval. Trustees approve, through Board resolution, the strategic plan, including strategic priorities and strategic goals.

An effective communication strategy is developed to promote the multi-year strategic plan and to publicly report on the achievements. The approved multi-year strategic plan is communicated to all stakeholders.

Phase IV – Implementing and Monitoring the Multi-Year Strategic Plan

The Director of Education provides the Board of Trustees with annual updates on the HCD SB's multi- through an annual report card and the Director's Annual strategic priorities and goals, targets and initiatives are reviewed and analyzed and solutions are developed to address concerns and to support initiatives for all stakeholders. The Director identifies areas of success and plans. Updates to the multi-year strategic plan are posted on the public website.

Refer to Appendix A for the multi-year strategic plan of curriculum

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board



