



## Annual Operating Plan Environment – 2020-21

We will ensure that the students and staff have a safe and welcoming environment in which to learn and work.

**Goal:** Ensure continuity of services and programs.

**Business Continuity Planning** (Responsibility: R. Wyszynski, D. Maniccia, System Managers and Leaders)

<p><b>Strategies</b> (What will we do?)</p>	<p>Develop a comprehensive, integrated system-wide Disaster Recovery / Business Continuity Master Plan. This plan will primarily involve the Finance, Payroll, Human Resources, IT, Facilities, Purchasing, and Communications departments. The development will include:</p> <ul style="list-style-type: none"> <li>• system wide risk assessments</li> <li>• documents that summarize strategic and operational instructions, processes and actions</li> <li>• Business Impact Analysis sessions with all departments</li> <li>• Outline of all business functions performed by central business staff and the Recovery Time Objective (RTO) for each function with supporting IT applications.</li> </ul>
<p><b>Evidence of Progress</b> (How well did we do it?)</p>	<ul style="list-style-type: none"> <li>• Progress updates will be managed by Disaster Recovery Advisor</li> <li>• Internal Audit will review the plan and provide recommendations in late 2020-21</li> </ul>
<p><b>Status</b> (Is anyone better off? How do we know?)</p>	

**Goal:** Create learning spaces to reflect current teaching and learning needs.

**School Improvement** (Responsibility: Superintendent of Business, Executive Council and Facilities Management Team)

<p><b>Strategies</b> (What will we do?)</p>	<p>Continue long-term renovation plan to convert libraries to learning commons using centralized framework. By utilizing efficiencies such as repeat design and Board experience, the Learning Commons Committee has been able to increase its annual output of conversions from 4 locations to 13. As of August 31, 2020 – 19 of 72 schools have been successfully converted.</p>
<p><b>Evidence of Progress</b> (How well did we do it?)</p>	<ul style="list-style-type: none"> <li>• Report on Learning Commons projects completed, and dollars invested</li> <li>• Identify and address barriers to accessibility, create plan to reduce barriers and demonstrate success.</li> <li>• Conduct assessment of entrances for all Grand Erie buildings</li> <li>• Target 2020-21 schools:             <ul style="list-style-type: none"> <li>○ A.G. Hodge Public School</li> <li>○ Boston Public School</li> <li>○ Graham Bell-Victoria Public School</li> <li>○ Jarvis Public School</li> <li>○ Lakewood Elementary School</li> <li>○ Lansdowne-Costain Public School</li> <li>○ North Ward Public School</li> <li>○ Prince Charles Public School</li> <li>○ Russell Reid Public School</li> <li>○ Seneca Central Public School</li> <li>○ Waterford Public School</li> <li>○ Dunnville Secondary School</li> <li>○ Tollgate Tech Skills Centre</li> </ul> </li> </ul>
<p><b>Status</b> (Is anyone better off? How do we know?)</p>	