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APPENDICES

Appendix A: Evaluation Standard and Procedures

Appendix B: Anti-Bullying Anti-Violence (ABAV) Plan

Appendix C: Student Code of Conduct

Appendix D: Guiding Principles Special Needs Department
MISSION Statement

St. Thomas High School is dedicated to the encouragement of excellence of all students in the intellectual, personal, and social domains. The diverse needs of our students will be met in an environment of safety, personal belonging, and mutual respect.
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<th>VISION Statement</th>
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<td>St. Thomas High School provides a caring, safe, and nurturing environment where students strive for success and a commitment to lifelong learning. Students participate in a series of programs that provide the very best of educational opportunities according to the individual student’s needs and abilities. Personal safety, social action, personal integration, health and well-being, and intellectual curiosity are foundational elements that the school aims to achieve.</td>
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### Student Exit Profile

Upon graduation, St. Thomas students will have:

- Received an enriched educational experience that has prepared them to continue on to the next step in their education.

- Developed an understanding of our world, and developed the knowledge, understanding, attitudes, and skills necessary to participate actively and responsibly in a changing society.

- Learned to show respect for self and others, regardless of differences, become active, compassionate and lifelong learners who understand that other people, with their differences can also be right.
## Community Profile

St. Thomas High School is a secondary school located in the municipality of Pointe-Claire, Quebec, Canada. We are a member of the International Baccalaureate Organization's certified Middle Years Programme (MYP). Our school community welcomes students and families from in and around Montreal’s West Island.

St. Thomas is renowned for its focus on:
- Academics
- Athletics
- Student involvement
- Humanitarian concerns
We offer 2 different academic programs:

1. **International Baccalaureate (IB)**
   Students are admitted to the IB programme based on entrance criteria, and will graduate with a IBMYP certificate.

2. **French Immersion**
   In French Immersion, Cycle 1 students receive over 50% of their classes in French.
## Strategic Direction 1: Improving Achievement

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<th>OBJECTIVE</th>
<th>STRATEGIES</th>
<th>INDICATORS</th>
<th>TARGET</th>
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<tr>
<td>All students are successful on MEES uniform exam courses.</td>
<td>Using previous year’s’ exam data, give teachers, students, and parents options for remediation in areas where help is needed. Provide ongoing professional development.</td>
<td>Success rates in MEES uniform exam courses School average in MEES uniform exam courses.</td>
<td>100% Success Rates on MEES exams School average is at least 5% higher than provincial average on final mark.</td>
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<tr>
<td>School average is higher than provincial average on MEES uniform exam courses.</td>
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<td>Improve final exam performance in uniform ministry math exams</td>
<td>To give midterm exams with various types of questions commonly found on end of year exams. Provide students that are entitled to extra time practice exam situations in advance with additional time throughout the school year.</td>
<td>Mid-term exam results Student survey about their perceptions of how ready they are.</td>
<td>Exam mark is no less than 5% below their class mark</td>
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<tr>
<td>Increase competency in reading for students performing below grade level</td>
<td>Identify and support students who are performing below grade level in French and English Keep class sizes smaller for students in these groups. Offer TLC support for identified groups.</td>
<td>Exam results for identified students. Year end testing results that identify grade level of targeted students</td>
<td>Decrease by 3% in the number of students that are reading below grade level.</td>
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### Strategic Direction 2: Ensuring Wellness

<table>
<thead>
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<th>TARGET</th>
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| Increase a positive sense of belonging for our Secondary 3 students | Create grade level activities geared towards increasing belonging and positive identification with Sec. 3's.  
Engage Secondary 3 Leadership group to organize and implement team building initiatives. | TTFM results for sense of belonging  
Number of Secondary 3 students requesting transfer to other schools | Increase of 5% improvement in numbers towards Canadian norms.  
Zero students requesting a transfer to another school |
| Have all students involved in a club, team, or extracurricular activity | More clubs with emphasis on non-competitive opportunities.  
Pairing up Leadership students with Secondary 1 students to introduce them to and encourage them to become involved, Using grade level retreats to introduce activities | TTFM results for participation in school life  
Monitor and measure attendance and participation in activities, clubs, sports, etc. | Increase of 5% improvement in numbers towards Canadian norms.  
100% of students participate in school life |
| To strengthen healthy lifestyles and positive mental health | Monitor and follow cohort trends with respect to student anxiety levels paying particular attention to gender disparities | TTFM results for anxiety in students | 2% above national average by 2020 |
| To foster safe and caring relationships within the school, the community and the digital environment | Continued review of ABAV objectives.  
Continue implementing new opportunities for staff and student training in intervention | TTFM - % of students who report feeling unsafe in school  
Number of new initiatives and opportunities | Decrease by 10% for girls by 2020  
Decrease by 13% for boys by 2020  
Maintain or increase on a yearly basis |
## Strategic Direction 3: Strengthening Engagement

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| Increase students’ level of French fluency | Participate in La Semaine de la Francophonie  
More field trips that expose students to French theatre and music.  
Option to do Personal Project in French | TTFM results for comfort level in French  
Increase in number of French initiatives  
Number of students opting to complete Person Project in French  
External certification of French fluency | 85% of students describe themselves as comfortable in French  
Maintain or increase number of new initiatives per year to increase visibility of French in school.  
3% of students using French in Personal Project.  
Increase number of students receiving external certification of French fluency |
| Increase number of students involved in initiatives that foster volunteerism and global citizenship | Continue and expand Secondary 2 Business projects towards supporting Haiti Partage  
Involve entire student body in one local, national and international cause per year including awareness and fundraising | Number of students participating or contributing to awareness raising or fundraising for initiative  
Number of students involved in local, national and international causes | 100% participation in local, national and international causes  
Maintain student involvement in at least one local, national and international cause supported |
| Ensure that our digital environment is progressive, respectful, and accessible | Continue increasing the number of Chromebooks accessible to students  
Continue having teachers take part in professional development  
Continue transitioning our school away from paper and towards digital communication  
Communicate digital citizenship goals with parent community | Number of carts and Chromebooks in building  
Percentage of staff who participate in Google or other workshops dealing with technology every year  
Number of occasions where level-wide awareness assemblies on digital citizenship are held  
Number of communications with parents | Increase of 1 cart per year until school needs are met  
10% of staff per year participate in workshops  
Maintain 2 grade level presentations dealing with digital citizenship per year  
3 communications with parents per year |