

Purpose/Background

All principals are required to prepare annual plans that are in harmony with the annual Division Four-Year Education Plan.

All principals in the Division will prepare a subsequent annual report that informs the local school community of the results of the education plan for the preceding school year.

Procedures

1. Principals shall develop an annual School Education Plan in consultation with school staff and School Councils.
 - 1.1 School Education Plans will identify school actions to accomplish the directions of the Division Four-Year Education Plan as well as school priorities.
 - 1.2 School Education Plans are to be updated and submitted to the Superintendent in May of each year.
2. Principals, in consultation with their staff, and School Councils shall prepare a School Annual Results Report (SARR) that informs the school community about the results of the School's Education Plan.
 - 2.1 School Annual Results Reports are to be submitted to the Superintendent in October of each year.
- 3 All plans and result reports must satisfy the provincial requirements.

Reference:

- School Act Sections 22, 39, 43, 60, 61, 77, 78, and 113
- Government Accountability Act Section 16
- Education Grants Regulation Section 7
- School Council Regulation Section 13
- Policy and Requirements for School Board Planning and Reporting
- School Authority Planning and Reporting Reference Guide
- Guide to Education ECS to Grade 12