

SCHOOL ANNUAL EDUCATION PLAN & RESULTS REPORT

Background

Planning for continuous improvement and reporting on results achieved are integral parts of the performance management cycle to improve student learning and achievement. The principal shall develop, maintain, and annually revise the school's Three Year Education Plan and Annual Education Results Report pursuant to the *Government Accountability Act* and the *Education Act*.

Procedures

- 1) All Plans and Results Reports must satisfy the requirements outlined in the School Authority Accountability Policy and the section on School Annual Education Plans and Results Reports in the Guide to Education, Planning and Results Reporting.
- 2) School Plans must align with the goals and priorities of the Division.
- 3) School Plans, Results Reports and Budgets must be prepared by the Principal in consultation with staff, School Council, and where appropriate, students. The combined school Plan & Results Report must be posted on the school's website.
- 4) School plans and results reports will follow the format as prescribed by the Superintendent.
- 5) The combined school Plan & Results Report are to be submitted to the Superintendent by November 15 of each year.
- 6) Each Principal will be required to present the School Plan & Results Report to the Board once every three (3) years.
- 7) Principals will post the School Annual Education Plan and Results Report on the school website by November 30 of each year.
- 8) The Superintendent will implement processes to review the progress of the plans which may include the following:
 - a) Monitoring of key data;
 - b) Examining relevant evidence;
 - c) Evaluating levels of success.

References

Government Accountability Act, Accountable Organization Section 16
Alberta Regulation 120/2008, Government Organization Act, Education Grants Regulation, General authority to make grants (2) and Conditions on which grants are made (7)
Alberta Regulation 113/2007, School Councils Regulation, Responsibilities of Board 13 (1 and 2)
Policy and Requirements for School Board Planning and Results Reporting at
<http://www.education.alberta.ca/admin/resources/planning.aspx>
Bulletins: School Authority Planning and Reporting Reference Guide; and Accountability Pillar of the Renewed Funding Framework: Fact Sheet (see website above for links)
Education Act Sections 18, 33, 51, 52, 53, 55, 66, 67, 69, 222

New August, 2016 (Replaces Admin Procedure 102 - School Planning & Reporting / 102DR School Three Year Education Plan & Annual Education Results Report)
Update October, 2017; January 2020, February 2020.