

SCHOOL EDUCATION/DEPARTMENT PLANS AND ANNUAL ASSURANCE REVIEW REPORTS

Background:

All schools and departments are required to prepare annual plans that align with the annual Division [Four-Year Education Plan](#).

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

Procedures:

1. The Superintendent has the primary responsibility for the supervision and evaluation of all schools and departments in the Division.
2. Principals shall develop an annual School Education Plan in consultation with their staff and School Council.
 - 2.1. School Education Plans will identify school actions to accomplish the directions of the Division [Four-Year Education Plan](#) as well as school priorities.
3. Principals, in consultation with their staff and School Council, shall prepare an annual Assurance Review Report that informs the school community about the results of their School Education Plan.
4. School or department Assurance Review Reports are to be submitted to the Superintendent by October 15 of each year.

Reference:

Section 18, 52, 53, 55, 66, 67, 222 *Education Act*

Financial Management Act

School Councils Regulation 94/2019

Policy and Requirements for School Board Planning and Reporting

School Authority Planning and Reporting Reference Guide

Guide to Education ECS to Grade 12