



SCHOOL EDUCATION PLAN

Background

Alberta Education requires school authorities to develop and implement education plans that meet provincial accountability requirements and local needs. Similarly, Alberta Education requires schools to develop education plans that will be consistent with provincial and local school authority plans and the unique needs of the school's community. Education planning will ensure that the overall directions for change and improvements to the education system are focused, efficient, and effective.

Schools use data and survey reports provided by Alberta Education or the Division to inform school planning and reporting. Schools implement an education plan consistent with provincial and Division requirements. Schools are expected to:

- Update their education plan and prepare their Annual Education Results Report (AERR) annually.
- Involve the school council in updating the plan and preparing the AERR.
- Post their plan and AERR on the website of the school or the Division.

Procedures

1. The superintendent will provide each principal with a copy of the Division Three-Year Plan, the Annual Education Results Report, and the Accountability Pillar Report to direct and guide school planning.
2. The superintendent will assist any principal requiring support with the preparation of an annual education plan.
3. The superintendent will monitor the implementation of the school's education plan and may request updates during the year on the status of the plan.
4. The principal will develop an education plan and provide copies of the school plan to the superintendent and school council in conjunction with the school budget.
 - 4.1 The principal will develop an education plan which includes:
 - 4.1.1 Accomplishments and Innovations.
 - 4.1.2 Goals.
 - 4.1.3 Desired outcomes.
 - 4.1.4 Performance measures including results of Provincial Achievement Tests and Diploma exams.
 - 4.1.5 Strategies to support goals and enhance measures.



- 4.2 The school education plan shall be signed by the principal prior to its submission to the superintendent and school council. The final plan as determined by the superintendent must be submitted on or before May 31st.
- 4.3 The superintendent will review the school education plan and the principal may be required to make modifications based on the review.
- 4.4 The principal will submit a report on the outcomes of the education plan, on a date and form determined by the superintendent, on or before November 30th.

Reference: Section 18, 33, 51, 52, 53, 55, 66, 67, 222 Education Act
Section 16 Government Accountability Act
School Authority Accountability Policy 2.1.1
Business Plans and Results Reports Policy 3.2.1
Guide to Education Planning and Results Reporting