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### **Purpose/Background**

All principals are required to prepare annual plans that are in harmony with the annual Division 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 Education Plan as well as school priorities.
  - 1.2 School Education Plans shall include results on a variety of measures defined by the Division to provide assurance to the school community.
  - 1.3 School Education Plans are to be updated and submitted to the Superintendent in October of each year.
2. All plans must satisfy the provincial requirements.

### *Reference:*

- Section 18,33,51,52,53,55,66,67,222 Education Act
- 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