

Purpose/Background

In order to determine the extent to which instructional programs are appropriate and effective in achieving the goals and objectives of the Division and of Alberta Education, programs will be reviewed and evaluated on a regular basis.

Procedures

1. The aims of the program evaluation include:
 - 1.1 To gauge how effectively current programs are meeting current needs and enhancing student growth and learning.
 - 1.2 To determine what programs are to be maintained, modified or discontinued.
 - 1.3 To develop and implement other programs to meet future needs.
 - 1.4 To ensure that courses are being taught in accordance with prescribed materials, resources and content.
 - 1.5 To determine and provide appropriate in-service and development programs for teachers and administrators.
2. Program evaluation will focus on:
 - 2.1 Suitability of objectives.
 - 2.2 Effectiveness of the program to achieve the objectives.
 - 2.3 Program resources.
 - 2.4 Results achieved.
3. Program evaluation will include the following components:
 - 3.1 Emphasis on student learning.
 - 3.2 Emphasis on effective teaching.
 - 3.3 Effectiveness and appropriateness of Board policies and administrative procedures.
 - 3.4 The leadership provided by curriculum coordinators, school-based administrators, and Education Centre administrators.
4. Some aspect of each school's program will be evaluated on a yearly basis in a fashion that ensures the continuous evaluation of the courses offered in that school.
5. System-wide program evaluations will be done in a fashion which will result in Division level reporting (e.g., Math – Division I, Social Studies – Division II, English at the high school level).
6. Principals will be charged with gathering school data.

7. The Superintendent will oversee the administration of the Division evaluation program and will compile results for presentation to the Board on both instructional and non-instructional programs.
8. Further programs, which may be deemed necessary for evaluation will be identified by the Superintendent and may then become the subject of an individually designed evaluation plan.
9. Each year the planning report shall identify specific programs which shall be reviewed and evaluated.
10. The Associate Superintendent of Schools and Director, Program Services or the Associate Superintendent of Schools and Director, Learning Support Services will be responsible for:
 - 10.1 Initiating the specific program evaluation.
 - 10.2 Seeking the approval of the Superintendent on the internal membership of the evaluation team.
 - 10.3 Conducting the program evaluation in a climate of trust, honesty, fairness and objectivity.
 - 10.4 Preparing a report to the Superintendent on the results of the program evaluation along with recommendations.
11. Where appropriate, the Superintendent may acquire external agents to assist in the program evaluation.

Reference:

- Section 18, 33, 52, 53, 66, 67, 196, 197, 222 Education Act
- RVS AF280-A Software Materials Evaluation
- Guide to Education ECS to Grade 12
- Policy and Requirements for School Board Planning and Reporting
- School Authority Planning and Reporting Reference Guide