

SCHOOL ANNUAL EDUCATION PLANS AND RESULTS REPORTS

Background

All principals are required to prepare annual school education plans (commonly referred to as ACE Plans – Action Collaboration Evidence) that are in alignment with the annual Division Four-Year Education Plan.

All principals 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. All plans and results reports must satisfy provincial requirements.
2. School plans, results reports, and budgets must be prepared by the Principal in collaboration with staff, school council, and, where appropriate, students.
3. School plans and results reports, aligned with the Division Four-Year Education Plan, are to be updated and submitted to the Superintendent by October 31 of each year.
 - 3.1. These are to be posted prominently on school websites by December 15 of each year.
4. Principals will present their ACE Plan annually in a format determined by the Superintendent.
5. The Superintendent will ensure that school plans and reports are readily available to the Board.

Reference: [Education Act](#) Section 18, 33, 51, 52, 53, 55, 66, 67, 222
[School Councils Regulation](#)
[Policy and Requirements for School Board Planning and Reporting](#)
[School Authority Planning and Reporting Reference Guide](#)
[Guide to Education ECS to Grade 12](#)

Adopted: August 2004

Reviewed/Revised: September 2006, August 2009, May 2017, July 2018, August 2019, October 2023