

### Background

Planning in education is an essential part of ensuring that future growth and improvement takes place in a manner that is responsible and accountable to the community. Planning ensures resources for education are used in the best possible ways to meet the educational needs of Alberta's young people.


The Education plan outlines priorities for student learning in the Division, guides budget development, and forms the basis for reporting on progress and achievement.

The Division is required by Alberta Education to prepare an education plan that aligns with the Alberta Education Four-Year Business Plan and focuses on student learning over a four-year period. Plans are updated annually so that, as one year is completed and another is added, the plan continues over a four-year time frame.

### Procedures

1. System Planning Guidelines
  - 1.1 The mission, vision, motto, values, and principles of practice of the Division will provide overall direction for system planning.
  - 1.2 The planning process will recognize any corporate priorities identified by the Board.
  - 1.3 The actions and endeavors of the Division and its schools must be guided by sound planning processes. The planning process must provide ample opportunity for input and meaningful involvement by persons from educational partners.
2. Four-Year Education Plan
  - 2.1 The Division education plan will be kept current to ensure focused, efficient, and effective change and improvements.
  - 2.2 The draft Division education plan will be targeted for completion by May each year and will be circulated to all educational partners to allow for comments and suggestions prior to being submitted to Alberta Education. The Ten-Year Facilities Plan is a component of the Four-Year Education Plan.
  - 2.3 The Division education plan will identify local and provincial goals, strategies, results, responsibilities, and timelines. Evaluations of personnel, programs and governance will include a component that deals with attaining stated goals.
  - 2.4 The Board's annual draft budget will reflect Division priorities and will be targeted for completion by April 30 each year and will be circulated to all educational partners to allow for comments and suggestions prior to being submitted to the Alberta Education.

- 2.5 The Superintendent shall:
- 2.5.1 Submit the plan to the Board for approval generally at its regular November meeting.
  - 2.5.2 Ensure that the Division Four-Year Plan is submitted to Alberta Education in a form and at a time that meets requirements.
  - 2.5.3 Prepare a news release advertising the initiatives to be undertaken during the upcoming school year; and
  - 2.5.4 Make provision for distribution of the Four-Year Plan and its placement on the Division website.
- 2.6 Progress reports on the Division education plan will be presented to the Board monthly.

<b>Reference:</b>  Education Act, SA 2012, c E-0.3, Section 33, 67 School Councils Regulation, AR 94/2019, Section 12(1) Education Grants Regulation, AR 120/2008, Section 7 Alberta Education: Guide to Education ECS to Grade 12 Alberta Education: Accountability in Alberta's K to 12 Education System	<b>Approved:</b> 
	<b>Date Approved:</b> August 2006
	<b>Reviewed or Revised:</b> September 2012 June 2023

*Note: References shall be updated as required and do not require additional approval*

