

## **100 FOUR-YEAR EDUCATION PLAN**

### **Background**

Planning in education is an essential part of ensuring that all students have equitable opportunities to acquire the knowledge, skills and attitudes they need to be self-reliant, responsible, caring and contributing citizens.

The Division Four Year 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 consistently assesses progress and demonstrates success (the Assurance Framework). The framework has five assurance areas with related performance measures that enable schools and school authorities to show their communities how they are performing each year. Schools and school authorities share their results with their stakeholders through their Annual Education Results Report (AERR) and engage with them to set priorities and build their education plan. Plans are updated annually so that, as one year is completed and another is added, the plan continues in a four-year time frame.

### **Procedures**

#### **1. System Planning Guidelines**

- a. The mission and vision of the Division will provide overall direction for system planning.
- b. The planning process will recognize any corporate priorities identified by the Board.
- c. The actions and endeavors of the Canadian Rockies School 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 stakeholder groups. "Formal" processes for the system and its schools to develop, revise and extend Four-Year Education Plans that identify priorities, along with predetermined courses of action and timelines for task completion will be developed each year.

#### **2. Four-Year Plan**

A Division education plan that meets local needs and fulfils provincial accountability requirements shall be developed and implemented.

- a. The Division education plan shall be kept current to ensure focused, efficient and effective change and improvements.

- b. The Division education plan shall be updated annually based on Division goals and provincial outcomes, with provision for input into the revision process by schools, school councils, parents, teachers, students and community stakeholders.
- c. Progress reports on the Division education plan will be presented to the Board at a minimum of once per year.
- d. The Division education plan shall contain the elements required by the province, and other local priorities.
- e. The Superintendent shall:
  - i. Submit the Plan to the Board of Trustees for approval each year at a time that allows for Board input.
  - ii. Ensure that the Division Four-Year Plan is submitted to Alberta Education in a form and at a time that meets requirements;
  - iii. Place Four Year Ed Plan approval into Board Highlights.
  - iv. Make provision for distribution of the Four-Year Plan and its placement on the Division website.

## References

Section 52, 66, 67, 222 Education Act  
School Authority Accountability policy  
Fiscal Planning and Transparency Act section 10

## History

Developed: August 2003  
Amended: January 2020  
Amended: March 2025