Administration Procedure 101

Annual Report



The Director of Education is required by the Ministry of Education to present a Director's Report annually to a regular meeting of the Board. This provides a means by which the Director and Limestone District School Board can report the results of the educational program and strategic plan to the electors.

1. Annual Report

- 1.1. An Annual Report shall be produced to provide information to the public on progress towards achieving the goals and results identified in the Strategic Plan and as directed by the Ministry of Education.
- 1.2. The Annual Report shall contain the results gathered through the school year from key activities of the board as well as specific matters as directed by the Ministry of Education related to student achievement and operational effectiveness.
- 1.3. The format for reporting evaluation measures and additional information on the action the Director has taken during the preceding twelve months will be determined by the Director.
- 1.4. The Director shall ensure that the Annual Report is prepared for Board approval at the first meeting of the board in January, or on a date specified by the Ministry of Education.
- 1.5. A copy of the Annual Report shall be submitted to the Minister of Education on or before the 31st day of January, or on an alternate date specified by the Ministry of Education.
- 1.6. The Annual Report shall be made available to the public through the board website as soon as possible after approval no later than January 31st, or by an alternate date determined by the Minister of Education.

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Reference:

Education Act S. 283 Annual Report Bill 177 Board Governance