



## Administrative Procedure 101

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### ANNUAL REPORTS

#### Background

Accountability is the obligation to be answerable for the performance and results of one's assigned responsibilities. The District recognizes its responsibility to keep stakeholders informed about accomplishments and progress towards goals.

The District will keep its school communities and public informed of the overall results achieved in the District through its annual reports.

#### Procedures

1. Annually, the Superintendent will report on, at minimum:
  - 1.1 Student enrollments
  - 1.2 Staffing
  - 1.3 Programs
  - 1.4 Goals, targets and results identified in the:
    - 1.4.1 Strategic Plan
    - 1.4.2 Aboriginal Educational Enhancement Agreement
  - 1.5 Facilities, maintenance and business services
2. The Superintendent will develop annual reports in accordance with Ministry expectations.
3. The annual reports will contain information regarding progress toward meeting goals and objectives established by the District.
4. The annual reports will be posted on the District website.
5. The District shall use the annual reports for information in the planning cycle and make adjustments to its goals as necessary.

Reference: Sections 8, 22, 65, 76.1, 81, 115.2, 168.01 School Act  
Class Size and Compensation Regulation 52/12

Adopted: December 15, 2020