

## Administrative Procedure 2002

### ***Alignment and Coherence Cycle for Planning and Reporting***

#### **Background**

School District No. 71 (Comox Valley) believes that planning, reporting and delivery of kindergarten through grade 12 educational programs must be aligned and coherent in order to provide all students with an excellent educational program. The board further believes that this is accomplished through effective governance, system and school leadership, and involvement of parents and students.

The *Alignment and Coherence of Planning and Reporting Cycle* provides a structure for the school district and schools to focus the teaching/learning process on improving learning for all students.

The achievement of the goals and outcomes detailed in the Strategic Plan and both district and school Student Learning Frameworks focus the efforts and energy of district teachers, support staff and administrators on student learning. To this end, the district believes that an acceptance of responsibility by all is essential to provide an excellent educational program for all students.

#### **Procedures**

1. The *Alignment and Coherence of Planning and Reporting Cycle* illustrates the many processes that district and schools incorporate throughout planning, implementation, and reporting.
2. District and school strategic plans, student learning frameworks and other plans will demonstrate alignment and coherence of staffing, resourcing and programming.
3. The cycle provides for involvement by trustees, district and school personnel, parents and students.
4. The district will build in collaborative review processes at both the district and school levels.
5. The board receives and approves district planning documents.
6. The principal, working with their school staff, present planning documents to their Parent Advisory Council (PAC) for both input and for information.

7. District and school data will be used to inform planning and reporting to the board and to the ministry.
8. Budget documents will support the attainment of strategic goals identified in both the strategic plan and student learning framework.

# Alignment and Coherence Cycle for Planning and Reporting in K-12 Education in SD71



