

*MEDICINE HAT PUBLIC BOARD OF EDUCATION OPERATES AS MEDICINE HAT PUBLIC SCHOOL DIVISION,
AND FOR THE PURPOSE OF THIS DOCUMENT WILL BE REFERRED TO AS "MHPSD" AND/OR "DIVISION"*

SECTION 100 – Division Philosophy and Commitment

POLICY 104: JURISDICTIONAL, SCHOOL AND PROGRAM REVIEW

BACKGROUND

A critical aspect of the Jurisdictional improvement process is to ensure that the jurisdiction, its schools, and all of its programs are of the highest quality and serving the needs of the Jurisdiction's students in the most effective manner. The Board of Trustees recognizes its legal obligations under the statutes of Alberta and its responsibility for improvement and accountability. A systematic review of how each school and program is achieving the goals and objectives of the curriculum and the jurisdiction is necessary in order to ensure that the Jurisdiction is exercising due diligence in its responsibility to its students and to its stakeholders.

POLICY

All Jurisdiction schools and programs will be evaluated on a systematic basis in order to ensure that appropriate management, instructional and program standards are in place. The purposes of the evaluation are to:

- determine the extent to which the goals are being accomplished;
- determine how effectively and efficiently processes and practices are carried out;
- determine schools' effectiveness in meeting the educational needs of students;
- suggest directions for growth and improvement to ensure the best possible educational experiences.

GUIDELINES

1. An evaluation of the Jurisdiction shall be conducted each year using the Alberta's Accountability Pillar, Medicine Hat Public School Division (MHPSD) Three Year Education Plan and Annual Education Results Report and Superintendent and Executive direct observation. Where possible, the results of the evaluation will be presented within a month of the release of Accountability Pillar data to boards:
 - 1.1. may be conducted in greater depth at the direction of the Board.
2. Every five years, a comprehensive review of the jurisdiction will be completed by an outside contractor in accordance with critical questions identified by the Board and Superintendent.
 - 2.1. The evaluation report will be made public at the earliest possible opportunity following the completion of the evaluation process.

3. An evaluation of Jurisdiction Schools and Programs:
 - 3.1. will be carried out through on-going supervision by the Superintendent and/or the Executive Officers. The Superintendent and Executive Officers shall engage in regular meetings with School Based Administration Teams. Data collected from the MHPSD Three Year Education Plan and Annual Education Results Report will be used as part of the on-going supervision and evaluation process.
 - 3.2. may be conducted in greater depth at the direction of the Board or Superintendent.
4. A formal evaluation of a specific program, department, school, or the Jurisdiction as a whole may be conducted as required at the direction of the Board or the Superintendent.
5. Opportunities will be provided for stakeholder feedback at the Jurisdiction and school level at regular intervals as directed by the Board or Superintendent.

ADMINISTRATIVE PROCEDURE

[104 P 001 - Jurisdictional, School and Program Review](#)

REFERENCES

Alberta's Accountability Pillar
Education Plan

Approved: June 1, 2004
Revised: November 15, 2016

