


Administrative Procedures 201		
Instructional Program		
		Adopted: June 28, 2011 Amended: December 17, 2015
	External References: <ul style="list-style-type: none"> • Education Act: Sections 85, 87, 109, 175, 176, 177 • Education Regulations: Sections 21-25, 37 • Ministry of Education Registrar's Handbook 	Internal References: <ul style="list-style-type: none"> • AP 200 Organization for Instruction • Form 201-1 School Program Plan

Background

It is the responsibility of the Director to ensure that all programs and services offered in the Division are in accordance with provincial requirements, and within the parameters of the Division's vision, mission, guiding principles and goals.

Procedures

1. Supervision and Coordination

- 1.1 The Director is responsible for the general supervision of the curriculum of the schools and the establishment of a Level Two Education Sector Strategic Plan (ESSP) for the Division.
- 1.2 The Director has the authority to delegate the implementation, ongoing development and evaluation of the program of studies and to instructional superintendents, supervisors, coordinators, consultants, principals and teachers.
- 1.3 Principals are responsible for the organization and supervision of the instructional program and services offered in the schools and are required to complete Form 201-1 School Program Plan annually.

2. Program of Studies

- 2.1 Teachers are to implement the program of studies as outlined by the Ministry of Education and in Division administrative procedures.
- 2.2 Teachers, in consultation with their principals, may adapt the content of the approved program of studies to meet the needs of students.
- 2.3 New curriculum programs may be developed and evaluated as pilot programs. Teachers wishing to implement a pilot program will submit an expression of interest to the Division Office.