

Policy 3.06

Category: Charter School Operations

Accountability and Assurance

BACKGROUND

In Alberta's K-12 education system, the provincial government delegates responsibility to school authorities. This delegation comes with an obligation to answer for, and publicly report on, the spending of public funds and results achieved by the accountable organization, school authorities, through the discharge of responsibilities. This requirement facilitates the transparency of the accountable organization.

The Department of Education allocates funds to school authorities so they may fulfill their delegated responsibilities of providing education programs for Alberta's K-12 students. This practice creates an accountability relationship between the department and school authorities. This accountability relationship is established in legislation and regulation.

School authorities are also responsible for providing assurance to the Department, their local stakeholders and the public that they are fulfilling their responsibilities and students are successful.

POLICY STATEMENT

1. The CAPE Charter Board is mindful of its obligation to answer for, and publicly report on, the spending of public funds and results achieved.
2. The CAPE Charter Board is accountable to the department and to all stakeholders for the prudent allocation of funds to ensure quality programming as described in the CAPE charter, and student achievement and success.
3. The CAPE Charter Board accepts responsibility for providing assurance to the Department, its local stakeholders and the public that CAPE is fulfilling its responsibilities and students are successful.
4. The CAPE Charter Board recognizes that this assurance arises from the combination of policies, processes, actions and evidence that help build public confidence in the CAPE Program and that this assurance is achieved through relationship building, engagement with education partners and by creating and sustaining a culture of continuous improvement and collective responsibility.
4. The CAPE Charter Board supports provincial student assessments as part of overall student assessment at CAPE. Assessment is an integral part of accountability and assurance as it is an indicator of the effectiveness of the CAPE

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- Program, of student achievement and success.
5. The CAPE Charter Board is committed to stakeholder engagement in collaborative decision-making as a means of continuous improvement, student engagement, student achievement and student success.

DEFINITIONS

6. **Assessment** - the wide variety of methods or tools that educators use to evaluate, measure, and document the performance and progress of a student.
7. **Personalization** - a diverse variety of programs, learning experiences, instructional approaches, and academic-support strategies that are intended to address the distinct learning needs, interests, aspirations, or cultural backgrounds of individual students.
8. **Cognitive developmental** - information processing, conceptual resources, perceptual skill, language learning, and other aspects of the developed adult brain.
9. **Emotional developmental** - learning what feelings and emotions are, understanding how and why they happen, recognizing one's own feelings and those of others, and developing effective ways of managing them.
10. **Social developmental** - learning the values, knowledge and skills that enable children to relate to others effectively and to contribute in positive ways to family, school and the community.
11. **Performance measure** - regular measurement of outcomes and results, which generates reliable data on the effectiveness and efficiency of programs.
12. **Assurance** - full confidence or trust; demonstrating to stakeholders and the public that the education system is meeting the needs of students.

GUIDELINES

12. The CAPE Charter Board shall develop a reporting and accountability/assurance system on any matter and in whatever form the Minister prescribes.
12. The Secretary-Treasurer will ensure that sound accounting practices, audit processes, and reporting practices are in place to ensure transparency and accountability to the Ministry and all stakeholders.

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13. The Superintendent will ensure that the school engages all stakeholders in program and student achievement data reviews, and collaborative decision-making as a vehicle for continuous improvement, student achievement and success.
13. The Superintendent will ensure that provincial student assessments are a part of overall student assessment at CAPE.
14. The principal will ensure that standardized assessments and other teacher-generated assessments are part of the CAPE program.
15. The principal will ensure that the school results on provincial assessments, standardized assessments, school-based formative and summative assessments, and data gathered through stakeholder engagement processes, are reviewed and used to plan strategies for improving student learning.
16. The CAPE Charter Board shall establish and maintain, pursuant to the regulations, a student record for each student enrolled in the school.
17. The CAPE Charter Board shall provide, in writing, the Minister with any information that the Minister requests.
18. CAPE will adhere to the Guide to Education relative to the Use and Reporting of Results on Provincial Assessments.

References:

Education Act

Guide to Education

CAPE charter

Adopted: April 10, 2000

Revised: May 14, 2007

Revised: September 30, 2008

Reviewed: June 2011

Reviewed: July 9, 2013

Reviewed: August 2018

Revised: April 28, 2021

Motion: #

Motion: #2007-05-14-12

Motion: #2008-09-30-20

Motion: #2021-04-28-5