



KENORA CATHOLIC DISTRICT SCHOOL BOARD

200 Educational Programs & Materials Procedures

AP 205: Organization for Instruction

The principal is held accountable for the organization of the plan for instruction in the school.

1. Organization for Instruction

The principal, in consultation with the staff, shall develop a school plan which shall clearly outline the following:

- a) organization of classes;
- b) organization of teacher assignments;
- c) course offerings of the school;
- d) co-curricular activities

2. Classes and Teaching Assignments

- 2.1 The function of assigning students to classes shall be the responsibility of the principal in consultation with all staff members affected at that instructional level.
- 2.2 Classes shall be organized according to provincial legislation related to class size and teaching assignments.
- 2.3 The principal, in consultation with the staff, shall consider the most effective groupings of students for instruction, including as many opportunities as possible for mixed ability groupings.

3. Courses and Co-curricular Activities

- 3.1 The principal shall retain on file up-to-date copies of outlines of all courses of study that are taught in the school.
- 3.2 The principal and staff will plan co-curricular activities to enhance student learning.

Legal References:

Education Act S. 170 (1) Co-curricular activities--secondary; S. 265 Duties of Principals: timetable, promote pupils

Ontario Regulation 298—Operation of Schools S. 11- S. 12 Duties of Principals: supervise instruction; retain outlines of courses of study

Ontario Regulation 275/01 Class Size

Ontario Regulation 274/01 Secondary School Teaching Assignment

Effective Date: August, 2006

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